

# **Hereford & Worcester Fire Authority Statement of Accounts 2018/19**

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## NARRATIVE REPORT

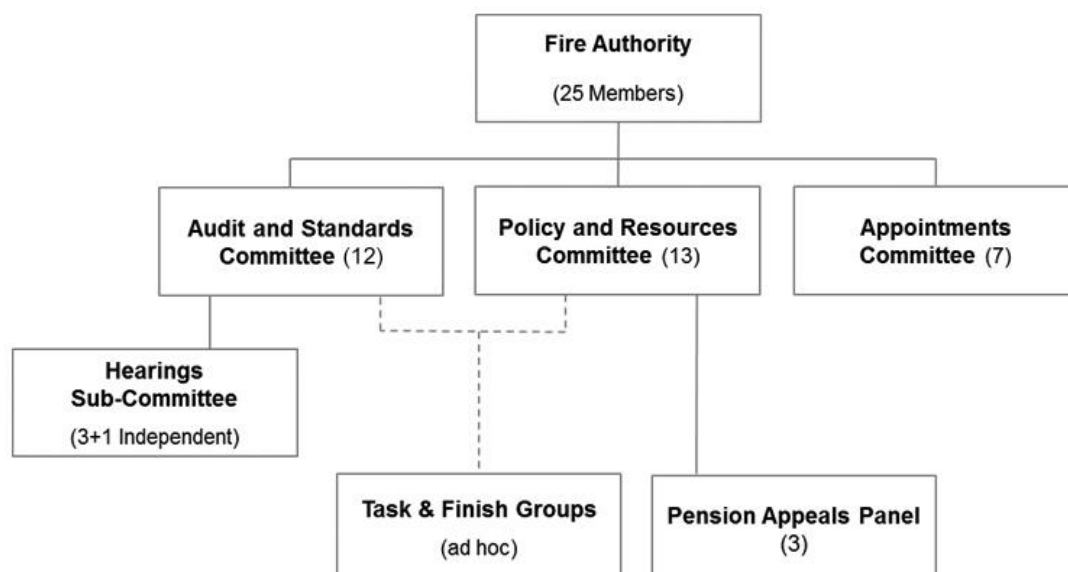
1. Originally formed as an independent corporate body, as a result of Local Government Reorganisation, on 1 April 1998, Hereford & Worcester Fire Authority (the Authority) is now constituted under the Fire and Rescue Services Act 2004. The Authority sets its own budget requirement, receives a share of Retained Business Rates, Business Rate Support Grant and Revenue Support Grant, and issues its own Council Tax Precept.
2. Under the provisions of the Policing and Crime Act 2017, the Police and Crime Commissioner (PCC) may submit a business case to the Home Secretary for the PCC to take over governance of the Fire Authority. The PCC for West Mercia (which covers the Hereford and Worcester Fire area) has submitted a business case and the Home Secretary has indicated that the governance change will take place. Originally intended to be with effect from 1st June 2018, this transfer has now been deferred, and a judicial review hearing took place on the 5th and 6th of June 2019. Judgement is still awaited at the time of approval of the accounts. At the point of transfer the existing Authority would cease to exist and would be replaced by a new Authority taking over all of the assets and liabilities of the existing one.
3. The Service covers the whole of Herefordshire and Worcestershire, an area of around 1,500 square miles (390,000 hectares) and a resident population of about three-quarters of a million people (779,411 – ONS mid-2017 population estimate). Of these, three in four live in Worcestershire, with around 102,314 people living in the city of Worcester. Herefordshire is more sparsely populated with a largely rural population, about a third of whom (61,400 people) live in the city of Hereford.



- Our Strategy is the Service’s overall statement of intent. With safety firmly at its heart, the statement has a clear core purpose built on strong foundations linked by three driving principles: firefighter safety, community safety and delivery of quality services. It relies on all parts of the service – from frontline firefighting to support staff and community safety volunteers – working together to deliver services and plans.

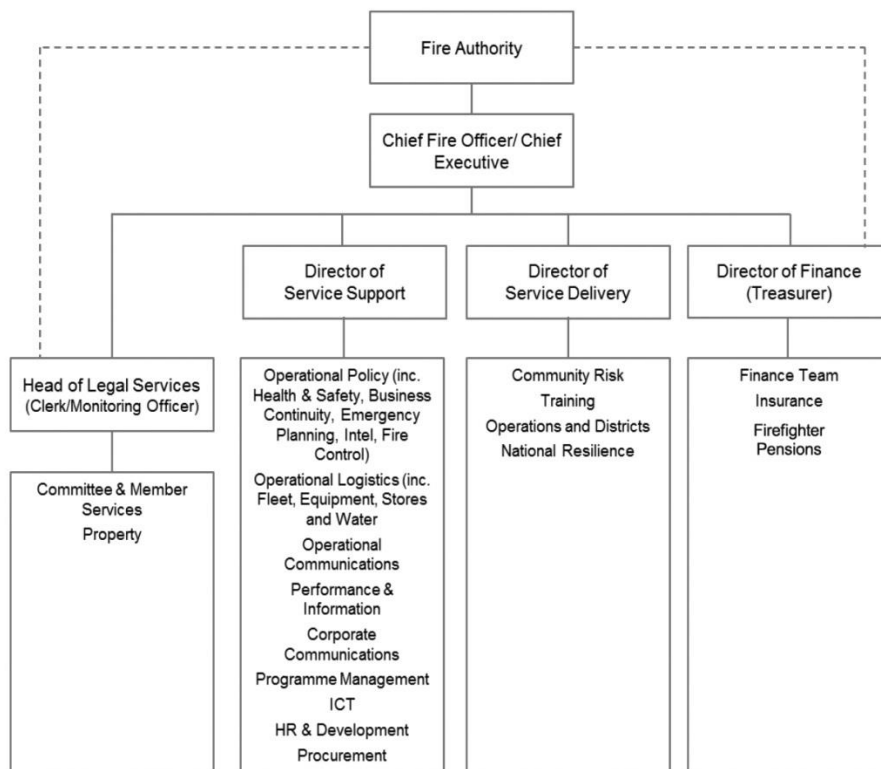
### The Fire Authority

- Hereford & Worcester Fire Authority is the governing body of the Fire and Rescue Service and is the legal entity responsible for carrying out duties as set out in the Fire and Rescue Services Act 2004, in relation to fire prevention, fire safety, firefighting and rescues (including from road traffic collisions and other emergencies such as flooding). It is made up of 25 local councillors, six appointed by Herefordshire Council and 19 by Worcestershire County Council. Since October 2016 the Fire Authority has also included the West Mercia Police and Crime Commissioner in a non-voting capacity.
- The Authority currently carries out its duties by directly employing operational and other staff as Hereford and Worcester Fire and Rescue Service.
- The Authority sets the budget and approves the overall strategic direction for the Service. It also appoints the Chief Fire Officer, Treasurer, Monitoring Officer and Deputy Chief Fire Officer and makes sure the Service has the right people, equipment and training to deliver their services effectively and efficiently in the best interests of the communities of Herefordshire and Worcestershire.
- The Fire Authority meets four times a year and is supported by three committees as shown in the structure chart below. All meetings are open to the public, unless there is a reason that any individual matters under discussion need to remain confidential. Members of the Authority are also kept up to date on fire and rescue matters through an annual programme of seminars, workshops and visits to fire stations and other facilities.



## The Fire and Rescue Service

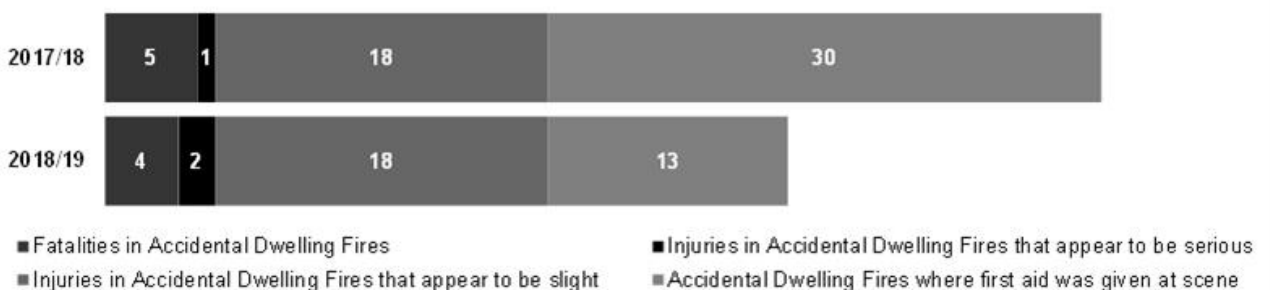
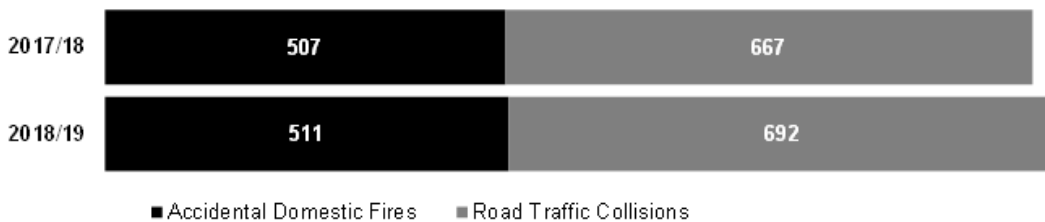
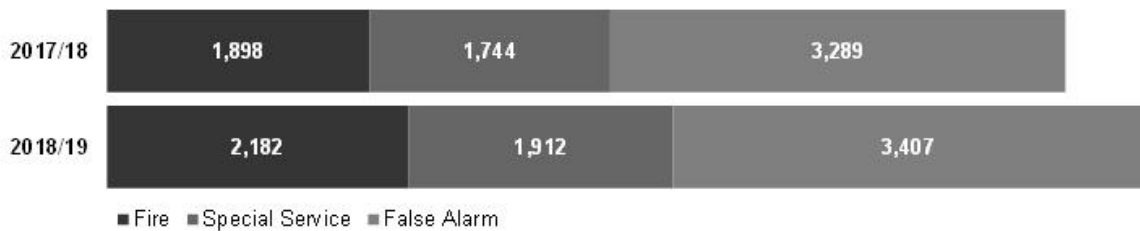
9. The Service is led by the Chief Fire Officer/Chief Executive with the support of the Senior Management Board. The Service employs 742 full-time and part-time staff, most of whom are highly trained firefighters (approximately 84 per cent of the total workforce).
10. In addition to Service Headquarters in Worcester, there are 27 fire stations across the two counties, a training centre, stores/workshops and a number of locally based training facilities.
11. The Service is structured into three directorates – Service Delivery, Service Support, and Finance. Most staff are directly involved in providing prevention, protection, response and resilience services. These services are designed to keep the communities of Herefordshire and Worcestershire as safe as possible by working with local people, organisations and business to try to make sure emergency incidents don't happen in the first place, as well as by being able to respond quickly and effectively to any emergencies that do happen. These essential services are supported by a wide range of organisational support services such as financial, personnel and legal management functions. The full range of services is shown in the chart below:



## Our Performance

12. In 2018/19, the service received 11,876 emergency calls to a wide range of incidents including property and countryside fires, road traffic collisions, water and animal rescues, collapsed structures and dealing with hazardous substances. In all we attended 7,501 incidents (6,931 incidents in 2017/18), about 144 a week. This represents an overall annual increase of 570 incidents over the previous year, though the majority is accounted for by a 14.9% rise in Fire incidents attended during the year. Analysis shows that most of this increase occurred during the heat waves that were experienced in the summer months. Weather conditions are now a major factor in relation to the number and type of incidents attended.

13. There has been an increase in the number of incidents in each of the three main categories. False Alarms continue to be the largest proportion of incidents, representing almost one in every two incidents (45.42%) and the Service is working with businesses as well as call challenging to reduce this. We continue to work with occupiers to identify where false alarm activations by repeat offenders could be reduced.
14. In terms of potential life risk incidents the Service attended 511 accidental dwelling fires in the two counties during 2018/19. This was a 0.79% increase compared with the previous year. Unfortunately four people died and two people were seriously injured in these house fires. While any death is a tragedy, the figures remain low given the relative size of the population. Injuries and fatalities in accidental dwelling fires represent just 0.005 per cent of the population, or about 5 casualties per 100,000 population. The Service also attended 692 road traffic collisions in 2018/19, 25 more than the previous year.



### Collaboration and the Policing and Crime Act 2017

15. The Policing and Crime Act 2017 contains a wide range of measures, including a statutory duty on the fire and rescue service to work collaboratively with their local Police and Ambulance Services. The introduction of this statutory duty aims to improve efficiency and effectiveness through better local accountability and an improved service for communities as well as savings for taxpayers.

16. It should be noted that there was already a high degree of collaboration between this authority and West Mercia Police.

### **The Accounting Statements**

17. The Statement of Accounts that follows covers the Authority's financial year ending 31 March 2019. The accounts, which are prepared in accordance with International Financial Reporting Standards (IFRS) as guided by the CIPFA Code of Practice on Local Authority Accounting 2018/19, comprise a group of Core Financial Statements:

- Comprehensive Income & Expenditure Statement (CIES)
- Movement in Reserves Statement (MiRS)
- Balance Sheet
- Cash Flow Statement
- Notes to the Core Statements

18. In addition there is a Supplementary Financial Statement in respect of the Firefighters' Pension Account.

19. The purpose of the Core Financial Statements is as below:

#### **Comprehensive Income and Expenditure Statement (CIES)**

- This shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation.
- The Authority raises taxation to cover expenditure in accordance with statutory regulation; this may be different to the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

#### **Movement in Reserves Statement (MiRS)**

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

#### **Balance Sheet**

- This shows the value as at the balance sheet date of assets and liabilities recognised by the Authority.
- The net assets of the Authority (assets less liabilities) are matched by the reserves held. Reserves are reported in two categories.
- The first category of reserves are "usable reserves" i.e. those reserves that the Authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (e.g. the Capital Receipts Reserve may only be used to fund capital expenditure or repay debt).
- The second category is those that the Authority is not able to use to provide services. This category of reserves included those that hold unrealised gains and losses (e.g. the Revaluation Reserve), where amounts would only become available to provide services if the assets were sold; and reserves that hold timing differences shown in the Movement in Reserves statement line "Adjustments between accounting basis and funding basis under regulations".

## **Cash-flow Statement**

- This shows the changes in cash and cash equivalents of the Authority during the reporting period.
- The Statement shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities.
- The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Authority are funded by current taxation and grant income.
- Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority's future service delivery.
- Cash flows arising from financing activities are useful in predicting claims on future cash flows, by providers of capital to the Authority (i.e. those from whom long term borrowing is taken).

## **Expenditure and Funding Analysis**

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

20. The accounting policies adopted by the Authority comply with the relevant recommended accounting practice. The Authority's policies are explained fully in the Statement of Accounting Policies which is set out on pages 15-24.
21. The Authority's spending is planned and controlled by a process which includes regular reporting to the Service's management team and the Authority's Policy and Resources Committee.

## **Budget Background**

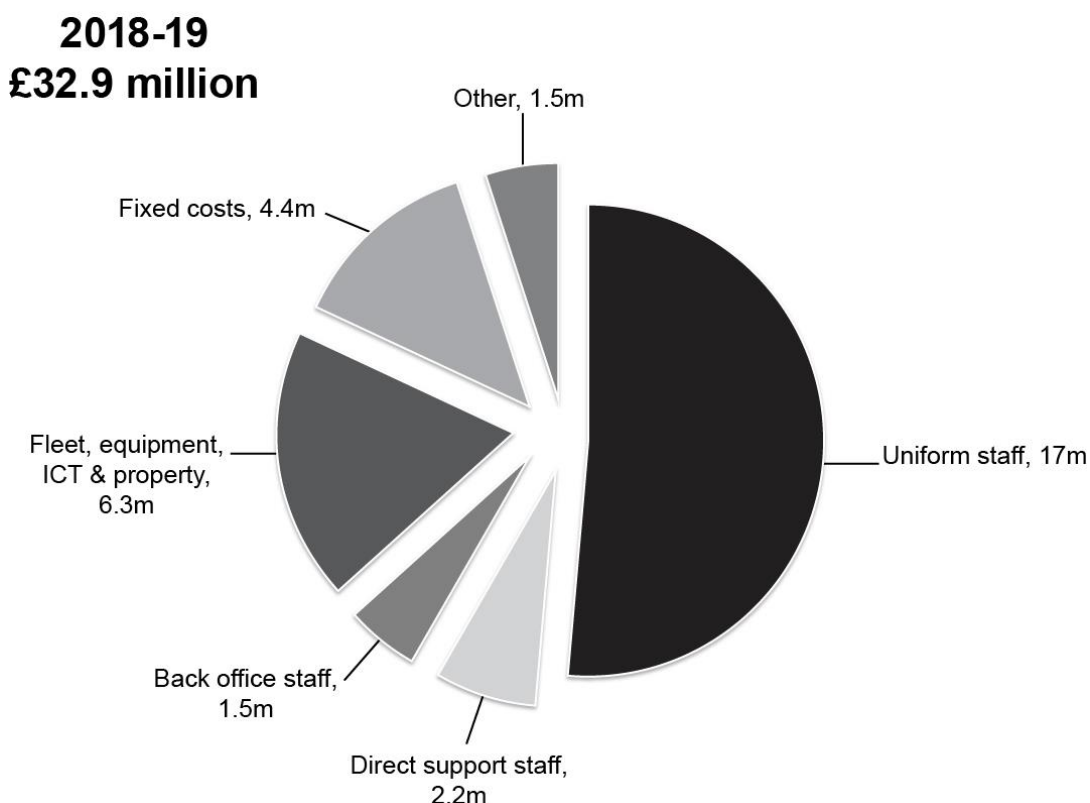
22. Since the start of the 'austerity' period funding arrangements for local government (including Fire Authorities) have changed, but on a like for like basis it is estimated that the level of government financial support in 2018/19 is 37% less than it was in 2010/11. This has largely, but not wholly, been replaced by increased Council Tax income, partly through increases in the tax-base and partly through increases to the level of Tax.
23. In the same period the Authority's annual revenue budget has reduced by 15% in real terms. In simple terms this means that the budget is now 15% lower than it would have been had the Authority been able to increase the budget to cover the additional costs of inflation, national pay rises, tax increases and the necessary replacement of equipment and buildings.
24. In order to meet these pressures, we have made reductions in our workforce, including managers and support staff, made changes to crewing at fire stations, cut our spending budgets and removed two fire engines from the fleet.
25. Although grant funding is known until 2019/20, funding thereafter is unclear. Government is undertaking the Fair Funding Review of the distribution of local authority funding, and will undertake a Comprehensive Spending Review. Additionally government is consulting on 75% Business Rate Retention.
26. Despite this uncertainty, future plans can be made and it is clear that in the short term income will not meet the planned level of expenditure. However, the Authority had significant and deliverable plans to implement major efficiencies over this period such that

the on-going gap was reduced to £0.414m by 2023/24. In the interim the Medium Term Financial Plan made prudent use of reserves that have been built up to smooth transformation, to avoid the need for unnecessary short term service reductions

27. Prior to the setting of the 2019/20 budget, however, the government changed the employers contribution rates for the Firefighters Pension schemes, which unexpectedly added an additional £1.4m to cost. Whilst this has been funded by additional grant in 2019/20 future funding is uncertain and currently leaves a budget gap of £1.4m from 2022/23.
28. Potential government funding, or otherwise, of this significant cost burden is an additional uncertainty to add to those already mentioned at paragraph 25 above.

### 2018/19 Revenue Budget

29. The approved budget for 2018/19 was initially set at £32.286m, and subsequently increased to £32.980m by the approved use of ear-marked reserves to fund specific one-off items, in accordance with the agreed Reserves Strategy. This represents the resources available to the Authority under the statutory accounting regime, within which it is required to manage and deliver services.
30. A broad analysis of this budget is given overleaf:



31. Budget Monitoring reports are presented to the Policy and Resources Committee throughout the year and the provisional out-turn position to the full Authority in June 2019. A summary of the budget and out-turn is given in the table below. Some of the net underspending relates to delayed spending on one-off projects to be funded by reserves and the impact of this is also set out in the table.

	Revised Budget £m	Actual Out-turn £m	Actual Variation £m	Reserves Impact £m	Net Variation £m
Employee Costs	21.543	21.560	0.017	0.011	0.028
Running Costs	8.110	7.842	(0.268)	0.306	0.038
Capital Financing Costs	2.997	2.727	(0.270)	0.266	(0.004)
Contingencies	0.330		(0.330)	0.285	(0.045)
	<b>32.980</b>	<b>32.129</b>	<b>(0.851)</b>	<b>0.868</b>	<b>0.017</b>
Special Grants	(1.223)	(1.293)	(0.070)		(0.070)
Funding Grants	(5.667)	(5.667)			
Business Rates & Grants	(2.655)	(2.846)	(0.191)		(0.191)
Council Tax	(22.743)	(22.743)			
	<b>0.692</b>	<b>(0.420)</b>	<b>(1.112)</b>	<b>0.868</b>	<b>(0.244)</b>
to/(from) Earmarked Reserves	(0.692)	0.420	1.112	(0.868)	0.244
	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

32. In broad terms the net position is a result of Special Grants being greater than originally anticipated:
- New Dimensions and FireLink (the current national radio system) being in-year allocations not confirmed at the start of the year
  - Reconciliation of 2017/18 Business Rate income by government at a national level
  - Government decision to redistribute the unused monies set aside as part of the national "Safety Net" arrangements for Business Rate income
33. As a consequence the income for the year exceeds expenditure by £0.420m and the Authority determined to make the following transfers to and from reserves:

	£m
<u>In accordance with agreed MTFP funding strategy</u>	
Transfer from the Equipment Reserve	(0.627)
Transfer from the Development Reserve	(0.124)
Transfer from the Property Maintenance Reserve	(0.097)
 <u>As agreed by Policy &amp; Resources Committee 18th Sep 2018</u>	
Transfer to the Broadway Fire Station Reserve	0.750
 <u>As agreed by Policy &amp; Resources Committee 1st May 2019</u>	
Transfer to the Pay Award Reserve	0.285
Transfer to the Pension Reserve (ear-marked for 2019/20 costs)	0.075
 <u>As agreed by Fire Authority 12th June 2019</u>	
Transfer to the Budget Reduction Reserve (ear-marked for additional Prevention activities)	0.158
	<b>0.420</b>

34. A reconciliation between the summary management accounts, shown in the table at paragraph 31 above, and the CIES (prepared on a CIES basis) is shown in Note 2 on page 32.

## **General Reserve**

35. The general reserve actually stood at £1.838m at 31<sup>st</sup> March 2018, this figure remains unchanged at 31<sup>st</sup> March 2019. Whilst this is slightly higher than required it is planned to use £0.300m in 2019/20 to support the budget leaving an underlying figure of £1.538m.

## **Going Concern**

36. Hereford and Worcester Fire Authority continue to closely monitor the impact of the wider economy on its operations by reacting to reducing finance settlements in recent years and reviewing the levels of operational workforce to ensure it is in line with the Community Risk Management Plan.
37. The Authority's Auditors, Grant Thornton UK LLP, have reported that they are satisfied with the Management's assessment that the going concern basis was appropriate for the 2018/19 financial statements, and the Director of Finance's expectation is that this will continue for the foreseeable future. Using reserves the Authority has a balanced budget for the whole of the Medium Financial Plan Period and robust and deliverable plans for a balanced budget going forward. The legislative potential for a replacement of the Fire Authority by a Police, Fire and Crime Commissioner does not affect this assumption as in that there would be a successor body taking on all the assets and liabilities of the Fire Authority.

## **Firefighters' Pensions**

38. Since 1 April 2006 Firefighters' pensions are paid from a separate pensions account, into which the employees' contributions and a new employer contribution are also paid. The net deficit on this account is funded by direct government grant.
39. The employer contribution and certain costs in relation to injury pensions still fall on the General Fund Balance.

## **Capital Programme Budget**

40. During 2018/19 £8.550m was spent on new assets or improvements to existing ones. Expenditure was incurred on the approved vehicle programme, planned major building works, minor property works, small equipment and IT schemes. The majority of the programme was, as planned, funded by capital grants and net borrowing.
41. During financial year 2018/19, the project for the new Fire Station in Kidderminster continued with the development and building of the property.

## **Balance Sheet**

42. At 31 March 2018 the Authority held Long Term Assets with a net book value of £52.105m. Professional advice has not identified any further impairment due to changes in the economic climate, and adjusting for disposals, depreciation, revaluation and capital expenditure, Long Term Assets are valued at £57.716m at 31 March 2019.
43. Long Term borrowing remains at the same level as in the previous year, although a loan classified as short term has been repaid during this financial year, there are now no individual loans that fall due within 12 months. All borrowing is from the Public Works Loans Board (PWLb). The total value of Long Term loans at £10.637m remains well below the value of Long Term Assets.
44. The Balance Sheet includes liabilities in respect of the five pension schemes provided for staff.

45. The £14.693m liability on the Local Government Scheme will be covered by the continued level of employer contributions.
46. The Firefighters' schemes are statutory un-funded ones and the significant total liability of £381.723m is a result of this position. There is no requirement, or legal powers, for the Authority to fund this deficit, and any costs not financed by employee or employer contributions are met by direct government grant. More details on pensions can be found on pages 49-58.

### **Corporate Governance Arrangements**

47. The Authority is responsible for ensuring that its business is conducted in accordance with relevant legislation and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. In discharging this accountability, Members and Senior Officers are responsible for putting in place proper procedures for the governance of the Authority's affairs and the stewardship of the resources at its disposal.
48. During 2018/19 the Authority has reviewed the systems and processes it has in place to ensure sound corporate governance and to confirm that they are consistent with the principles outlined in the CIPFA Delivering Good Governance in Local Government Framework 2016 Edition. The latest review of compliance with the code was approved by the Authority Audit and Standards Committee on 24 April 2019.
49. Many of the elements of the code had been in place since the creation of the Authority such as: Codes of Conduct, Codes of Practice, Policy Statements, Standing Orders, Financial Regulations, Internal Audit arrangements and Risk Management arrangements which have been strengthened as referred to in the Annual Governance Statement on pages 75-78.

### **Restatement Disclosure**

50. It has been necessary to restate the 2017/18 comparable figures in the Comprehensive Income and Expenditure Statement and the related Expenditure and Funding Analysis. A correction has been made to the apportionment of Grant Income and Expenditure within the analysis between Employee and Running Costs in relation to the Government Grant for New Dimensions.

### **Memorandum of Understanding (MoU)**

51. A formal Memorandum of Understanding (MoU) has been entered into with Shropshire and Wrekin Fire Authority, to signify the ratification by both Fire Authorities to work towards the creation of a single resilient command and control function, operated from two remote locations, Worcester and Shrewsbury.
52. A separate tri-partite Memorandum of Understanding has been entered into with Shropshire and Wrekin Fire Authority and Cleveland Fire Authority. The three authorities are now well advanced with plans to align their Command & Control systems. This will create a resilient network of systems capable of being operated from control rooms in Worcester, Shrewsbury and Hartlepool. Common operating procedures and ways of working continue to be further refined to enable each Fire Authority to take calls and mobilise the other's resources seamlessly at any time. The Authorities will have immediate and fully operational fallback arrangements.

### **Fire Alliance**

53. The Policing and Crime Act 2017 introduced a statutory duty to collaborate on all three emergency services to improve their efficiency and effectiveness. On 28<sup>th</sup> March 2018, Members of the Policy and Resources Committee gave approval for Officers to examine the strategic options for formalising collaborative working between Shropshire and

Hereford & Worcester Fire Authorities. The Alliance allows the Authorities to develop working arrangements that allow resources and expertise to be shared to provide long term capacity and resilience to meet increasing pressures from budgetary restrictions and changing demands of both established and new risks with the communities.

### **Post Balance Sheet Events**

54. On the 27<sup>th</sup> June 2019, the Supreme Court denied the Government's request for permission to appeal against the Court of Appeal's decision in the cases of McCloud and Sargeant, regarding age discrimination and transitional protection arrangements in the New Judges Pension Scheme and the New Firefighters Pension Scheme. The refusal could have significant implications for all public service pension schemes.
55. The Court of Appeal ruled on 20 December 2018 that the transitional protections in these two cases which allowed older members either to
  - Remain members of their existing scheme until retirement, rather than become members of the replacement scheme; or
  - Remain members of their existing scheme until the end of a period of tapered protection (dependent on their age) and then become a member of the replacement scheme

Were unlawful on the grounds of age discrimination and could not be objectively justified.

The transitional protections were given to scheme members who, on 1 April 2012 were either within ten years of their normal retirement (full protection) or for those who were three to four years younger tapered protection.

56. Although the two cases related specifically to the judicial and firefighters pension schemes, similar transitional arrangements were agreed in relation to all other public service pension schemes, so there will also be a potential additional liability arising on the Local Government Pension Scheme. As a result of this significant changes are likely to be required to the public service pension schemes, though due to the uncertainties surrounding the outcome at this time this is difficult to quantify.
57. Additional actuary calculations were requested to reflect the pension position following the outcome of the McCloud and Sargeant cases. The accounts have been adjusted to reflect these additional costs.

## **A STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS**

### **The Authority's Responsibilities**

1. The Authority is required to:
  - make arrangements for the proper administration of its financial affairs and to ensure that one of its Officers has responsibility for the administration of those affairs. In this Authority, that Officer is the Treasurer;
  - manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
  - approve the Statement of Accounts.

### **The Treasurer's Responsibilities**

2. The Treasurer is responsible for the preparation of the Authority's Statement of Accounts which, in terms of the CIPFA Code of Practice on Local Authority Accounting in Great Britain ('the Code') is required to provide a true and fair view of the financial position of the Authority at 31 March 2019 and its income and expenditure for the year ended 31 March 2019.
3. In preparing this Statement of Accounts the Treasurer has:
  - selected suitable accounting policies and then applied them consistently;
  - made judgements and estimates that were reasonable and prudent; and
  - complied with the Code of Practice.
4. The Treasurer has also:
  - kept proper accounting records which were up to date;
  - taken reasonable steps for the prevention and detection of fraud and other irregularities; and
  - ensured the Statement of Accounts provides a true and fair view of the financial position of the Authority at 31 March 2019 and its income and expenditure for the year ended 31 March 2019.
5. I certify that this Statement of Accounts gives a true and fair view of the financial position of the Authority at the reporting date and of its income and expenditure for the year ended 31 March 2019.

Signed on Original

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Martin Reohorn CPFA B.Comm (Acc)  
Treasurer to the Fire Authority

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Date

**Issue Date**

6. The date that these financial statements are authorised for issue is 30<sup>th</sup> July 2019. All known material events that have occurred up to and including this date which relate to 2018/19 or before have been reflected in the accounts.

**AUTHORITY APPROVAL**

7. The statement of Accounts was approved at a meeting of the Audit and Standards Committee on 30<sup>th</sup> July 2019.

Signed on Original

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Presiding Chairman of the  
Audit and Standards Committee

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Date

## **STATEMENT OF ACCOUNTING POLICIES**

### **General Principles**

1. The Statement of Accounts has been prepared in accordance with proper accounting principles contained within the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, issued by the Chartered Institute of Public Finance and Accountancy (CIPFA), and International Financial Reporting Standards (IFRS).

### **Accrual of Income and Expenditure**

2. Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:
  - Revenue from the provision of services is recognised when the Authority can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.
  - Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
  - Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
  - Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
  - Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
3. Exceptions to this policy are as follows:
  - Utilities (gas, telephone, electricity etc) and other annual fees, where invoices will be accounted for in the year they fall, providing that only one annual, four quarterly or twelve monthly invoices are charged in any one year.
  - Existing contracts for aerial sites where income will be accounted for in the year it falls providing that only one twelve monthly invoice is charged in any one year. New contracts of a material nature will be treated on a full accruals basis.
  - Employee expenses paid through payroll where the cut-off date for claim is 20<sup>th</sup> of the month, but where twelve months' claims will be included in the Comprehensive Income and Expenditure Statement.
4. Individual invoices of less than £500 are accounted for in the year they fall.

### **Cash and Cash Equivalents**

5. Cash is represented by cash in hand and deposits with financial institutions (through Worcestershire County Council) repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in a period of not more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

## **Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors**

6. Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, ie in the current and future years affected by the change and do not give rise to a prior period adjustment.
7. Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Authority's financial position or financial performance. Where a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.
8. Any material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

## **Events After the Reporting Period**

9. Events after the Balance Sheet date are those events, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:
  - those that provide evidence of conditions that existed at the end of the reporting period – the Statement of Accounts is adjusted to reflect such events.
  - those that are indicative of conditions that arose after the reporting period – the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

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

## **VAT**

10. Income and expenditure excludes any amounts related to recoverable VAT, as all VAT collected is paid to HM Revenue and Customs and all VAT paid recovered from it.

## **Overheads and Support Services**

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

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

12. Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment (PP&E) has been capitalised provided it yields benefit to the Authority for more than one year. Capital expenditure enhances the value, usage or life of an asset. Some relatively immaterial items may be financed directly from revenue.
13. PP&E valued at fair value on the basis recommended by CIPFA and in accordance with the Statement of Asset Valuation Principles and Guidance Notes issued by The Royal Institution of Chartered Surveyors (RICS). A full valuation of Property assets has been carried out this financial year, as at 31 March 2019, using the independent professional services of Place Partnership Ltd. The Authority's valuation service has confirmed that the carrying value of these assets is not materially different to their fair value and complies with the requirements of the accounting code and IAS16.
14. PP&E are classified into the groupings required by the Code of Practice on Local Authority Accounting and valued on the following basis:

- Land is included in the balance sheet at net current replacement cost.
  - Properties, where there is evidence of Market Value, are valued at Open Market Value for Existing Use. Specialised properties, where there is no evidence of market value, are valued at Depreciated Replacement Cost.
  - Plant and Equipment is measured at the purchase price and any attributable costs, less depreciation, as a proxy for current value.
15. The Authority has a de-minimus of £5,000 for vehicle purchases.
16. Assets are held in the Balance Sheet at gross value, net of depreciation and impairment where appropriate.

### Impairment

17. Assets are assessed at each year end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.
18. Where impairment losses are identified, they are accounted for as follows:
- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
  - Where there is no balance in the Revaluation Reserve, or an insufficient balance, the carrying amount of the asset is written down against the relevant service lines in the Comprehensive Income and Expenditure Statement.
19. Where an impairment loss is reversed subsequently, the reversal is credited to the relevant lines in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.
20. Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

### Component accounting

21. From 1 April 2010 Component Accounting, as set out in IAS 16 – Property, Plant & Equipment, requires the Authority to componentise all Property, Plant and Equipment where the components have a distinctly different economic life to enable PP&E to be accurately and fairly included in the Authority's Comprehensive Income and Expenditure Statement (CIES) so that the depreciation charge properly reflects the consumption of the asset.
22. The requirement, however, is prospective and not retrospective, and will therefore be introduced as and when properties are re-valued. It is applied only where an item of PP&E has components whose value makes up more than 25% of the asset value.
23. Where there is more than one significant part of the same asset which has the same useful life and depreciation method, such parts may be grouped together.
24. Where a component of an existing asset is to be de-recognised and the component amount is not known, then an estimate using a reasonable basis will be used. The component calculation will be established using the replacement cost of the component, indexed back to the original component's inception and adjusted for any subsequent depreciation and impairment.

25. Any surpluses arising on the initial valuation of fixed assets have been credited to the Capital Adjustment Account. Surpluses arising on revaluation are credited to the Revaluation Reserve.

### **Heritage Assets**

26. Heritage assets are those that are intended to be preserved in trust for future generations because of their cultural, environmental or historical associations. They include historical buildings, civic regalia, orders and decorations (medals), military equipment and works of art.
27. Authorities are required to account for tangible assets in accordance with FRS30 Heritage Assets.
28. Heritage Assets are recognised and measured in accordance with the Authority's policies on PP&E. However, where information on cost or value is not available, and the cost of obtaining reliable information outweighs the benefits to users of the financial statements, the Code does not require the asset to be recognised on the Balance Sheet.
29. The estimated value of such assets is less than £0.015m and the expected cost of an independent valuation is 10% of this figure.

### **Intangible Assets**

30. Intangible assets (e.g. computer software) are defined in IAS 38 - Intangible Assets as an identifiable non-monetary asset without physical substance, and are measured at cost.

### **Basis of Charge for the use of Assets**

31. A depreciation charge is reflected within the Net Cost of Services in the Comprehensive Income and Expenditure Statement (CIES) and is calculated on all PP&E and Intangible assets according to the following policy:
- A charge is made for all fixed assets with a finite useful life. This charge is calculated using the straight line method.
  - Land is not normally depreciated.
  - Buildings are depreciated in accordance with IAS 16 – Property, Plant and Equipment, using the estimated life from the most recent valuation report, on a straight line basis over this period.
  - Surplus assets are measured at fair value, estimated at highest and best use from a market participant's perspective.
  - Operational vehicles, plant and equipment have an asset life between 5 and 10 years. Fire appliances have an asset life of between 10 and 15 years. Both classes are depreciated on a straight line basis over these periods.
  - Information technology assets have an average asset life of 5 years and are depreciated on a straight line basis over this period.
  - Other equipment assets have an average life of 5-7 years, but depreciation is based on the expected life of each individual asset type, on a straight line basis.
  - Some equipment assets carried on fire appliances have a 15 year life and are depreciated accordingly.
  - Newly acquired assets are depreciated from the year of acquisition.
  - Assets in the course of construction are not depreciated until the year that they are brought into use.

- Intangible assets are amortised over their average economic life (5 years).

### **Financing of Capital Expenditure**

32. Capital expenditure is funded by government grants, capital receipts, revenue contributions and in the long term borrowing. The interest on external borrowing is charged to the CIES. A provision for repayment of external borrowing, in accordance with the Minimum Revenue Provision, is set aside each year as a contribution to the Capital Adjustment Account.

### **Redemption of Debt**

33. The Authority finances a proportion of its capital investment by raising loans. In accordance with the Local Government and Housing Act 1989, the Income and Expenditure Account is charged annually with a sum to provide for the eventual repayment of those loans. This sum is known as the Minimum Revenue Provision (MRP).
- Since 2008/09, the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008, has required the Authority to determine an appropriate MRP policy, which has been broadly to set aside sufficient funds over the life of the assets funded from net borrowing.
  - All expenditure from 2008/09 onwards - MRP using an approximate Asset life basis:
    - Buildings over 50 years – per depreciation policy.
    - IT equipment over 5 years - reflecting average life.
    - Other equipment over 7 years – reflecting actual average usage within the FRS.
    - Vehicles – on actual estimated life of each vehicle.
  - Vehicle expenditure before 2008/09 – MRP on a proxy Asset Life basis using original cost, less accumulative MRP, over the remaining useful life of the individual vehicle.
  - Expenditure before 2008/09, (other than vehicles) - MRP on a proxy Asset Life basis using original cost, less accumulative MRP over average asset life as above.

### **Investment Property**

34. Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale.
35. The Authority does not acquire properties with the intent for them to be used for investment purposes, but will generate income from assets that are no longer required for operational purposes if this is appropriate.
36. Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are revalued annually according to market conditions at the year end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.
37. Rentals received in relation to investment properties are credited to the Financing Investment Income line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the

Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

### **Joint Operation**

38. A Joint Operation involves the parties that have joint control of the arrangement and have rights to the assets and obligations for the liabilities relating to the arrangement. All parties have joint control of decisions and use of the assets and obligations for the liabilities relating to the arrangement. The Fire Authority recognises, if material, on its Balance Sheet the assets that it controls and the liabilities that it incurs, and debits and credits the Comprehensive Income and Expenditure Statement with the expenditure it incurs and the share of income it earns from the activity of the operation.

### **Leases**

39. Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.
40. During 2018/19 the Authority held only operating leases under the definition of IAS 17 leases. The authority's operating leases are not capitalised and rentals are charged directly to the CIES in the year to which they relate.

### **Operating leases**

#### **The Authority as Lessee**

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

#### **The Authority as Lessor**

42. Where the Authority grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments. Initial direct costs incurred in negotiation and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

### **Non Current Assets held for Sale**

43. A non-current asset is reclassified as an Asset Held for Sale where it is probable that the carrying amount of the asset will be recovered through a sale transaction rather than through its continual use.
44. The asset is re-valued and carried at the lower of this amount and fair value less costs to sell. Depreciation is not charged on Assets Held for Sale.

### **Capital Receipts**

45. Capital receipts from the disposal of assets are treated in accordance with the provisions of the Local Government Act 2003, as amended by subsequent Statutory Instruments. Individual receipts of less than £10,000 are credited direct to the CIES.

### **Inventories**

46. Stocks, where material, are shown in the Balance Sheet valued at the average purchase price, except that:

- Vehicle fuel is valued at latest invoice price, which is considered appropriate for this type of stock.
- Other immaterial stocks, e.g. stationery, are treated as current expenditure and charged directly to the CIES.

## **Pension Arrangements**

47. The disclosure requirements are included in the main financial statements as notes to the accounts in accordance with IAS 19 – Employee Benefits and CIPFA recommended practice. This is further explained in paragraph 48 below.

### Types of pension schemes

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

49. Up until 31<sup>st</sup> March 2015 the Authority participated in four schemes, following the commencement of the new Firefighters' Care Scheme (the 2015 scheme) on 1<sup>st</sup> April 2015, the Authority now participates in five schemes:

- The Firefighters' Pension Scheme (FFPS) (the "1992 Scheme"). This is a statutory un-funded defined benefit final salary scheme and has been closed to new entrants since 6 April 2006.
- The New Firefighters' Pension Scheme (NFPS) (the "2006 Scheme") – this is also a statutory un-funded defined benefit final salary scheme.
- The Firefighters' Care Scheme (FF CARE) (the "2015 scheme") – is open to all uniformed staff (except Fire Control) and is a statutory un-funded defined benefit Career Average Revalued Earnings Scheme. Members starting after the 1<sup>st</sup> April 2015, and members of the 1992 and 2006 Final Salary Schemes will move into the 2015 scheme, unless protection applies.
- The Firefighters' Compensation Scheme (FFCS) (the Injury Scheme) – another statutory un-funded defined benefit scheme covering existing and new injury pensions.
- The Firefighters' schemes are unfunded meaning that there are no investment assets built up to meet the pensions' liabilities and cash has to be generated to meet the actual pensions' payments as they eventually fall due. The arrangements are determined by the Home Office.
- The Local Government Pension Scheme (LGPS) – subject to qualifying criteria, open to staff not covered by the Firefighters' schemes. This scheme is administered by Worcestershire County Council and is a funded defined benefit final salary scheme. The Authority and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets.
- In accordance with IAS 19 the Authority recognises the cost of retirement benefits within the Net Cost of Services, in the CIES, when they are earned, rather than when benefits are actually paid as pensions. However the charge to be made to the Council Tax, via the precepts, is based on the amount payable in the year. The difference is reversed out in the General Fund.

## **Interest on Balances**

50. During the year surplus money was invested and the interest earned credited to the CIES.

## **Government Grants and Contributions**

51. Government grants and contributions are recognised in the CIES when conditions attached to a grant or contribution have been satisfied. Government grants and contributions that have not been satisfied are carried in the Balance Sheet as creditors.
52. Where capital grants are credited to the CIES they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where a grant is yet to be used to finance capital, it is held on the Capital Grant Unapplied Reserve. When it has been used, it is transferred to the Capital Adjustment Account.

## **Financial Liabilities**

53. Financial liabilities are initially measured at fair value and carried at their amortised cost. Annual charges to the CIES for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The amount of borrowings presented in the Balance Sheet is the outstanding principal repayable, and interest charged to the CIES is the amount payable for the year in the loan agreement.
54. Gains and losses on the repurchase or early settlement of borrowing would be credited and debited to Net Operating Expenditure in the CIES in the year of repurchase/settlement.
55. However, if repurchase had taken place as part of restructuring of the loan portfolio that involved the modification or exchange of existing instruments, the premium or discount would be deducted from or added to (respectively) the amortised cost of the new or modified loan and the write down to the CIES would be spread over the life of the loan by an adjustment to the effective interest rate.
56. Where premiums and discounts are charged to the CIES, regulations allow the impact on the General Fund Balance to be spread over future years. The Authority has not yet undertaken such a restructuring of debt and has therefore not yet adopted a policy for its treatment.

## **Council Tax and Non-Domestic Rates**

57. The Council Tax and the non-domestic rates income included in the CIES will show the accrued income for the year. The difference between the income included in the CIES and the amount required by regulation to be credited to the General Fund is held in the Collection Fund Adjustment Account and included as a reconciling item in the 'Adjustments between accounting basis and funding basis under regulations' reconciliation.
58. The Authority's Balance Sheet shows the proportion of surplus/deficit of the Billing Authorities' Collection Fund in the Debtors/Creditors balance. The Authority also shows the attributable share of the impairment allowance for doubtful debts and a provision for non-domestic rates appeals.
59. The IFRS treatment differs from the statutory accounting arrangement, where the Authority precepts directly on the Billing Authority and has no direct debtor or creditor relationship with individual council tax-payers.

## **Employee Benefits**

### **Accumulating Compensating Absences**

60. A review of the cost of holiday entitlements (in the form of annual leave, lieu time and flexi-time) earned by employees but not taken before the year-end which employees can carry forward into the next year. If the value is of a significant amount an accrual is charged to the CIES.

## **Termination Benefits**

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

## **Post Employment Benefits**

62. These are 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. Such changes will be debited or credited to the Pensions Reserve.

## **Provisions, Contingent Liabilities and Contingent Assets**

### **Provisions**

63. Provisions are made when an event has taken place that gives the Authority an obligation that probably requires payment, but where the timing of the payment is uncertain. Provisions are charged to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Authority becomes aware of the obligation, based on the best estimate of the likely payment. When payments are eventually made, they are charged to the provision set up in the Balance Sheet. Estimated settlements are reviewed at the end of the financial year, and where it is likely that payment does not need to be made, the provision is reversed and credited back to the relevant service.

### **Contingent Liabilities**

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

### **Contingent Assets**

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

### **Reserves**

68. At 31 March 2019 a general reserve is held to meet expenditure which may arise from unforeseen events.
69. In addition the Authority holds a variety of earmarked reserves to meet specific known future costs. The value and nature of the current reserves are disclosed in the Notes to the Core Financial Statements on pages 58-61.

## Capital Accounting Reserves

70. Since 1 April 2007 there are two capital accounting reserves as part of the system of capital accounting, these reserves are not available to spend. These are:

- **The Capital Adjustment Account**

This account records the consumption (of the historical cost) of a fixed asset over the life of the asset. It also records the amounts set aside from revenue resources or capital receipts to finance capital expenditure on fixed assets or for the repayment of external loans and other capital financing transactions.

- **The Revaluation Reserve**

This reserve records the unrealised net gains and losses from revaluations made after 1 April 2007, with the proviso that losses are charged to the Comprehensive Income and Expenditure Statement if the loss is attributable to impairment (the consumption of economic benefits). In the event of such a charge to the CIES, accounting entries are made to ensure that there is no effect on the council tax precept requirement.

## Operating Segments

71. The CIPFA Code of Practice on Local Authority Accounting 2018/19 guidance on applying IFRS, requires that where an organisation considers and manages financial, operating and performance information in material segments, then additional financial information must be provided on these segments.

72. Due to the nature of its operation, as a single purpose Authority, the Authority and the Service management team manage the organisation as an entity, and do not have relevant operating segments to report upon.

## Revenue Funded From Capital Under Statute

73. Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Authority has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax. This funding relates to the relocation of Hereford and Worcester Fire Authority Headquarters to the West Mercia Police Authority Headquarters site, this move was funded by a Transformation Grant received from DCLG.

## COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

		2017/18 restated			2018/19		
	Notes	Gross Expd £'000	Gross Income £'000	Net Expd £'000	Gross Expd £'000	Gross Income £'000	Net Expd £'000
<b>Gross Expenditure, Gross Income and Net Expenditure on Continuing Operations</b>							
Employee Costs		24,243	(1,251)	<b>22,992</b>	24,446	(880)	<b>23,566</b>
Running Costs		8,064	(733)	<b>7,331</b>	8,216	(598)	<b>7,618</b>
Capital Financing		661		<b>661</b>	3,153		<b>3,153</b>
Pension Past Service Cost					14,969		<b>14,969</b>
<b>Cost of Services</b>		32,968	(1,984)	<b>30,984</b>	50,784	(1,478)	<b>49,806</b>
<b>Other Operating Expenditure</b>	8	15	(5,522)	<b>(5,507)</b>	1,484	(6,748)	<b>(5,264)</b>
<b>Financing &amp; Investment Income and Expenditure</b>	9	10,465	(627)	<b>9,838</b>	10,357	(816)	<b>9,541</b>
<b>Taxation &amp; Non-Specific Grant Income</b>	10		(30,760)	<b>(30,760)</b>		(31,335)	<b>(31,335)</b>
<b>Deficit/(Surplus) on Provision of Services</b>		<b>43,448</b>	<b>(38,893)</b>	<b>4,555</b>	<b>62,625</b>	<b>(40,377)</b>	<b>22,248</b>
<b>Deficit/(Surplus) on revaluation of non-current assets</b>	29-30			<b>(5,663)</b>			<b>(154)</b>
<b>Remeasurement of the net defined benefit liability/(asset)</b>	74			<b>876</b>			<b>12,115</b>
<b>Other Comprehensive Income and Expenditure</b>				<b>(4,787)</b>			<b>11,961</b>
<b>Total Comprehensive Income and Expenditure – Deficit/(Surplus)</b>				<b>(232)</b>			<b>34,209</b>

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**MOVEMENT IN RESERVES STATEMENT FOR THE 12 MONTHS ENDING 31 MARCH 2019**

Note	General Fund 93 £'000	Ear-marked Rev Res 94-96 £'000	Sub Total £'000	Unapplied Grant 97 £'000	Cap Rcpts Reserve 98 £'000	Total Usable 92 £'000	Revaln. Reserve 100-101 £'000	Capital Adj Acct 102-105 £'000	Pensions Reserve 106-107 £'000	Coll Fund Adj Acct 108 £'000	Acc. Abs. Adj Acct 109 £'000	Lease Inc Adj Acc 110 £'000	Total Unusable 99 £'000	All Reserves £'000
<b>Balance at 31-Mar-2018</b>	<b>1,838</b>	<b>12,348</b>	<b>14,186</b>	<b>4,095</b>	<b>2,327</b>	<b>20,608</b>	<b>13,043</b>	<b>23,222</b>	<b>(364,021)</b>	<b>208</b>	<b>(195)</b>	<b>0</b>	<b>(327,743)</b>	<b>(307,135)</b>
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>(34,209)</b>		<b>(34,209)</b>			<b>(34,209)</b>							<b>0</b>	<b>(34,209)</b>
<b>Other Comprehensive Income &amp; Expenditure</b>														
Surplus on revaluation of non-current assets	(154)		(154)			(154)	154						154	0
Movement in Pensions Reserve	12,115		12,115			12,115			(12,115)				(12,115)	0
<b>Reversal of items in the CIES</b>														
<i>to be removed for determining movement in General Fund</i>														
Relating to Depreciation/Amortisation	2,638		2,638			2,638		(2,638)					(2,638)	0
Relating to Depreciation on un-realised gains						0	(215)	215					0	0
Relating to Revaluation/Impairment gains/losses	245		245			245		(245)					(245)	0
Relating to Retirement Benefits	23,990		23,990			23,990			(23,990)				(23,990)	0
Relating to Non-current assets w/off on disposal	99		99			99		(99)					(99)	0
Relating to Capital Receipts	(174)		(174)		174	0							0	0
Relating to Grants used to Finance Capital Expd				(3,043)		(3,043)		3,043					3,043	0
Relating to Grants used to Finance Revenue Expd	1,370		1,370			1,370		(1,370)					(1,370)	0
Relating to Capital Receipts used to Finance Expd					(174)	(174)		174					174	0
Relating to Council Tax Income	(46)		(46)			(46)			46				46	0
Relating to Non-domestic rates income	77		77			77			(77)				(77)	0
Relating to Compensated absences	8		8			8				(8)			(8)	0
Relating to Lease Income	(114)		(114)			(114)						114	114	0
<b>Insertion of items in the CIES</b>														
<i>to be included for determining movement in General Fund</i>														
Employers Contribution to Pension Schemes	(3,400)		(3,400)			(3,400)			3,400				3,400	0
Statutory Provision for Debt Repayment	(1,365)		(1,365)			(1,365)		1,365					1,365	0
Revenue Financing of Capital	(660)		(660)			(660)		660					660	0
<b>Transfers Between Earmarked Reserves</b>	<b>(420)</b>	<b>420</b>	<b>0</b>										<b>0</b>	<b>0</b>
<b>Balance at 31-Mar-2019</b>	<b>1,838</b>	<b>12,768</b>	<b>14,606</b>	<b>1,052</b>	<b>2,327</b>	<b>17,985</b>	<b>12,982</b>	<b>24,327</b>	<b>(396,726)</b>	<b>177</b>	<b>(203)</b>	<b>114</b>	<b>(359,329)</b>	<b>(341,344)</b>

**SUMMARY OF MOVEMENTS**

<b>Balance at 31-Mar-2018</b>	<b>1,838</b>	<b>12,348</b>	<b>14,186</b>	<b>4,095</b>	<b>2,327</b>	<b>20,608</b>	<b>13,043</b>	<b>23,222</b>	<b>(364,021)</b>	<b>208</b>	<b>(195)</b>	<b>0</b>	<b>(327,743)</b>	<b>(307,135)</b>
<b>Movement in Reserves during 2018/19</b>														
Deficit/(Surplus) on Provision of Services	(34,209)		(34,209)			(34,209)							0	(34,209)
Other Comprehensive Income & Expenditure	11,961		11,961			11,961	154		(12,115)				(11,961)	0
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>(22,248)</b>	<b>0</b>	<b>(22,248)</b>	<b>0</b>	<b>0</b>	<b>(22,248)</b>	<b>154</b>	<b>0</b>	<b>(12,115)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(11,961)</b>	<b>(34,209)</b>
Adjustments between accounting basis and funding basis under regulations	22,668		22,668	(3,043)		19,625	(215)	1,105	(20,590)	(31)	(8)	114	(19,625)	0
<b>Net change before Earmarked Reserve Transfers</b>	<b>420</b>	<b>0</b>	<b>420</b>	<b>(3,043)</b>	<b>0</b>	<b>(2,623)</b>	<b>(61)</b>	<b>1,105</b>	<b>(32,705)</b>	<b>(31)</b>	<b>(8)</b>	<b>114</b>	<b>(31,586)</b>	<b>(34,209)</b>
Earmarked Reserves Transfers	(420)	420	0										0	0
<b>Net Movement in Year</b>	<b>0</b>	<b>420</b>	<b>420</b>	<b>(3,043)</b>	<b>0</b>	<b>(2,623)</b>	<b>(61)</b>	<b>1,105</b>	<b>(32,705)</b>	<b>(31)</b>	<b>(8)</b>	<b>114</b>	<b>(31,586)</b>	<b>(34,209)</b>
<b>Balance at 31-Mar-2019 Carried Forward</b>	<b>1,838</b>	<b>12,768</b>	<b>14,606</b>	<b>1,052</b>	<b>2,327</b>	<b>17,985</b>	<b>12,982</b>	<b>24,327</b>	<b>(396,726)</b>	<b>177</b>	<b>(203)</b>	<b>114</b>	<b>(359,329)</b>	<b>(341,344)</b>

**MOVEMENT IN RESERVES STATEMENT FOR THE 12 MONTHS ENDING 31 MARCH 2018**

Note	General Fund 93 £'000	Ear-marked Rev Res 94-96 £'000	Sub Total £'000	Unapplied Grant 97 £'000	Cap Rcpts Reserve 98 £'000	Total Usable 92 £'000	Revaln. Reserve 100-101 £'000	Capital Adj Acct 102-105 £'000	Pensions Reserve 106-107 £'000	Coll Fund Adj Acct 108 £'000	Acc. Abs. Adj Acct 109 £'000	Total Unusable 99 £'000	All Reserves £'000
<b>Balance at 31-Mar-2017</b>	<b>1,838</b>	<b>11,507</b>	<b>13,345</b>	<b>5,201</b>	<b>2,060</b>	<b>20,606</b>	<b>7,731</b>	<b>19,879</b>	<b>(355,719)</b>	<b>330</b>	<b>(194)</b>	<b>(327,973)</b>	<b>(307,367)</b>
<b>Total Comprehensive Income &amp; Expenditure</b>	232		232			232							232
<b>Other Comprehensive Income &amp; Expenditure</b>													
Surplus on revaluation of non-current assets	(5,663)		(5,663)			(5,663)	5,663					5,663	
Movement in Pensions Reserve	876		876			876		(876)				(876)	
<b>Reversal of items in the CIES</b>													
<i>to be removed for determining movement in General Fund</i>													
Relating to Depreciation/Amortisation	1,995		1,995			1,995		(1,995)				(1,995)	0
Relating to Depreciation on un-realised gains						0	(128)	128				0	0
Relating to Revaluation/Impairment gains/losses	(1,547)		(1,547)			(1,547)		1,547				1,547	0
Relating to Revaluation Losses on assets held for sale	(197)		(197)			(197)		197				197	0
Relating to Retirement Benefits	10,803		10,803			10,803			(10,803)			(10,803)	0
Relating to assets held for sale w/off on disposal	183		183			183	(223)	40				(183)	0
Relating to Non-current assets w/off on disposal	2		2			2		(2)				(2)	0
Relating to Capital Receipts	(267)		(267)		267	0						0	0
Relating to Unapplied Capital Grants/Contributions	(88)		(88)	88		0						0	0
Relating to Grants used to Finance Expd			0	(1,194)		(1,194)		1,194				1,194	0
Relating to Council Tax Income	124		124			124			(124)			(124)	0
Relating to Non-domestic rates income	(2)		(2)			(2)			2			2	0
Relating to Compensated absences	1		1			1				(1)		(1)	0
<b>Insertion of items in the CIES</b>													
<i>to be included for determining movement in General Fund</i>													
Employers Contribution to Pension Schemes	(3,377)		(3,377)			(3,377)			3,377			3,377	0
Statutory Provision for Debt Repayment	(1,476)		(1,476)			(1,476)		1,476				1,476	0
Revenue Financing of Capital	(758)		(758)			(758)		758				758	0
<b>Transfers Between Earmarked Reserves</b>	(841)	841	0			0						0	0
<b>Balance at 31-Mar-2018</b>	<b>1,838</b>	<b>12,348</b>	<b>14,186</b>	<b>4,095</b>	<b>2,327</b>	<b>20,608</b>	<b>13,043</b>	<b>23,222</b>	<b>(364,021)</b>	<b>208</b>	<b>(195)</b>	<b>(327,743)</b>	<b>(307,135)</b>

**SUMMARY OF MOVEMENTS**

<b>Balance at 31-Mar-2017</b>	<b>1,838</b>	<b>11,507</b>	<b>13,345</b>	<b>5,201</b>	<b>2,060</b>	<b>20,606</b>	<b>7,731</b>	<b>19,879</b>	<b>(355,719)</b>	<b>330</b>	<b>(194)</b>	<b>(327,973)</b>	<b>(307,367)</b>
<b>Movement in Reserves during 2017/18</b>													
Deficit/(Surplus) on Provision of Services	232		232			232						0	232
Other Comprehensive Income & Expenditure	(4,787)		(4,787)			(4,787)	5,663		(876)			4,787	0
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>(4,555)</b>	<b>0</b>	<b>(4,555)</b>	<b>0</b>	<b>0</b>	<b>(4,555)</b>	<b>5,663</b>	<b>0</b>	<b>(876)</b>	<b>0</b>	<b>0</b>	<b>4,787</b>	<b>232</b>
Adjustments between accounting basis and funding basis under regulations	5,396		5,396	(1,106)	267	4,557	(351)	3,343	(7,426)	(122)	(1)	(4,557)	0
<b>Net change before Earmarked Reserve Transfers</b>	<b>841</b>	<b>0</b>	<b>841</b>	<b>(1,106)</b>	<b>267</b>	<b>2</b>	<b>5,312</b>	<b>3,343</b>	<b>(8,302)</b>	<b>(122)</b>	<b>(1)</b>	<b>230</b>	<b>232</b>
Earmarked Reserves Transfers	(841)	841	0			0						0	0
<b>Net Movement in Year</b>	<b>0</b>	<b>841</b>	<b>841</b>	<b>(1,106)</b>	<b>267</b>	<b>2</b>	<b>5,312</b>	<b>3,343</b>	<b>(8,302)</b>	<b>(122)</b>	<b>(1)</b>	<b>230</b>	<b>232</b>
<b>Balance at 31-Mar-2018 Carried Forward</b>	<b>1,838</b>	<b>12,348</b>	<b>14,186</b>	<b>4,095</b>	<b>2,327</b>	<b>20,608</b>	<b>13,043</b>	<b>23,222</b>	<b>(364,021)</b>	<b>208</b>	<b>(195)</b>	<b>(327,743)</b>	<b>(307,135)</b>

## BALANCE SHEET

	<u>Notes</u>	<u>31-Mar-2018</u>	<u>31-Mar-2019</u>
		£'000	£'000
Property Plant & Equipment	28-30	51,833	52,255
Investment Assets	32-38	0	5,211
Intangible Assets	39-42	272	250
<b>Long Term Assets</b>		<b>52,105</b>	<b>57,716</b>
Inventories		198	227
Short Term Debtors	64	5,552	6,153
Assets Held for Sale	65	1,260	0
Cash & Cash Equivalents	66-67	12,808	6,580
<b>Current Assets</b>		<b>19,818</b>	<b>12,960</b>
Short Term Borrowing	46-63	(500)	0
Short Term Creditors	68	(4,202)	(4,574)
<b>Current Liabilities</b>		<b>(4,702)</b>	<b>(4,574)</b>
Provisions	111	(308)	(393)
Long Term Borrowing	52-53	(10,637)	(10,637)
Other Long Term Liabilities	70-91	(363,411)	(396,416)
<b>Long Term Liabilities</b>		<b>(374,356)</b>	<b>(407,446)</b>
<b>Net Liabilities</b>		<b>(307,135)</b>	<b>(341,344)</b>
Useable Reserves	92-98	20,608	17,985
Un-useable Reserves	99-110	(327,743)	(359,329)
<b>Total Reserves</b>		<b>(307,135)</b>	<b>(341,344)</b>

The unaudited accounts were issued on 31st May 2019 and the audited accounts were authorised for issue on 30th July 2019.

## CASH-FLOW STATEMENT

	Notes	2017/18 £'000	2018/19 £'000
Net (surplus) or deficit on the provision of services		4,555	22,248
Adjustments to net surplus or deficit on the provision of services for non cash movements	120	(6,979)	(23,020)
Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	121	355	174
Net cash flows from operating activities		<b>(2,069)</b>	<b>(598)</b>
Investing Activities	122	1,907	6,326
Financing Activities	123	1,500	500
Net increase or decrease in cash and cash equivalents		<b>1,338</b>	<b>6,228</b>
Cash and cash equivalents at the beginning of the period		<b>(14,146)</b>	<b>(12,808)</b>
Net increase or decrease in cash and cash equivalents in the Period	66	1,338	6,228
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>(12,808)</b>	<b>(6,580)</b>

## NOTES TO THE CORE FINANCIAL STATEMENTS

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

The Code requires that the Authority disclose information relating to the impact of an accounting change that will be required by a new standard that has been issued and not yet adopted. These amendments are listed below; it is expected that these will have no material impact on the Statement of Accounts.

**IFRS 9 Financial Instruments: prepayment features with negative compensation** – amends IFRS9 to make clear that amortised cost should be used where prepayments are substantially lower than the unpaid principal and interest. The Authority has no loans to which this will apply.

**IFRS 16 Leases** – this will require local authorities that are lessees to recognise most leases on their balance sheets as right-of-use-assets with corresponding lease liabilities (there is recognition for low value and short term leases). CIPFA/LASAAC have deferred implementation of IFRS16 for local government to 1 April 2020.

**IAS40 Investment Property: Transfers of Investment Property** – provides further explanation of the instances in which a property can be reclassified as investment property. This will have no impact on the Authority as it already complies.

**IFRIC 22 Foreign Currency Transactions and Advance Consideration** – clarifies the treatment of payments in a foreign currency made in advance of obtaining or delivering services or goods. The Authority does not have any material transactions within the scope of the amendment.

**IFRIC23 Uncertainty over Income Tax** – provides additional guidance on income tax treatment where there is uncertainty. This will have no impact on the Authority.

## 2. Expenditure and Funding Analysis – 2018/19

	Net Expd on General Fund Mngt Accts £m	Re-Allocation Note 3 £m	Net Expd on General Fund CIES Format £m	Adjustments Between Funding and Accounting Note 4 £m	Net Expd in the CIES £m
<b>Employee Costs</b>	<b>21.560</b>	(0.953)	<b>20.607</b>	2.959	<b>23.566</b>
<b>Running Costs</b>	<b>7.842</b>	(0.224)	<b>7.618</b>	0	<b>7.618</b>
Capital Financing	<b>2.727</b>	(0.432)	<b>2.295</b>	0.858	<b>3.153</b>
Pension Past Service Cost				14.969	<b>14.969</b>
<b>Net Cost of Services</b>	<b>32.129</b>	(1.609)	<b>30.520</b>	18.786	<b>49.306</b>
Funding	<b>(32.549)</b>	32.549	<b>0.000</b>		
Other Income and Expenditure		(30.940)	<b>(30.940)</b>	3.882	<b>(27.058)</b>
Surplus or deficit on provision of services	<b>(0.420)</b>	<b>0.000</b>	<b>(0.420)</b>	22.668	<b>22.248</b>
Transfer to Ear-marked reserve	<b>0.420</b>				
Net movement on General fund	<b>0.000</b>	0.000	<b>(0.420)</b>		
Deficit/(Surplus) on revaluation of non-current assets				(0.154)	<b>(0.154)</b>
Remeasurement of the net defined benefit/(liability)				12.115	<b>12.115</b>
Other Comprehensive Income and Expenditure				11.961	<b>11.961</b>
Deficit/(Surplus) Comprehensive Income and Expenditure				34.629	<b>34.209</b>
Opening General Fund and Earmarked Reserve Balance at 31 March 2018	(14.186)				
Plus Surplus on General Fund in year	(0.420)				
<b>Closing General Fund and Earmarked Reserve Balance at 31 March 2019</b>	<b>(14.606)</b>				

## 3. Note to the Expenditure and Funding Analysis – 2018/19

Budget allocations for management purposes do not exactly follow the Code in respect of the distinction between the Net Cost of Services and the total Cost for the provision of services. This table analyses the difference

	Other Employee Costs £m	Interest £m	Special Grants £m	Funding £m	Total Adj £m
Employee Costs	(0.073)		(0.880)		<b>(0.953)</b>
Running Costs	0.073		(0.297)		<b>(0.224)</b>
Capital Financing		(0.432)			<b>(0.432)</b>
	<b>0.000</b>	<b>(0.432)</b>	<b>(1.177)</b>	<b>0.000</b>	<b>(1.609)</b>
Income		0.432	1.177	<b>0.000</b>	<b>1.609</b>
	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

4. **Adjustments relating to the Expenditure and Funding Analysis – 2018/19**

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amount

	Adj for Capital Purpose £m	Net Pension Adj £m	Capital Grant Adj £m	Other Difference £m	Total Adj £m
Employee Costs		2.951		0.008	<b>2.959</b>
Running Costs					<b>0.000</b>
Capital Financing	0.858				<b>0.858</b>
Pension Past Service Cost		14.969			<b>14.969</b>
Net Cost of Services	0.858	17.920	0.000	0.008	<b>18.786</b>
Other Income and expenditure	(0.074)	2.670	0.000	1.286	<b>3.882</b>
Surplus or deficit on provision of services	0.784	20.590	0.000	1.294	<b>22.668</b>
Other Comprehensive Income and Expenditure	(0.154)	12.115			<b>11.961</b>
Difference between General Fund surplus and Comprehensive Income and Expenditure Statement Deficit	<b>0.630</b>	<b>32.705</b>	<b>0.000</b>	<b>1.294</b>	<b>34.629</b>

5. **Expenditure and Funding Analysis – 2017/18**

	Net Expd on General Fund Mngt Accts £m	Re-Allocation Note 6 (Restate) £m	Net Expd on General Fund CIES Format (Restate) £m	Adjustments Between Funding and Accounting Note 7 £m	Net Expd in the CIES (Restate) £m
<b>Employee Costs</b>	<b>20.837</b>	(1.135)	<b>19.702</b>	3.290	<b>22.992</b>
<b>Running Costs</b>	<b>7.583</b>	(0.252)	<b>7.331</b>	0.000	<b>7.331</b>
Capital Financing	<b>2.924</b>	(0.477)	<b>2.447</b>	(1.786)	<b>0.661</b>
Excess Staff (net)	<b>0.191</b>	(0.191)	<b>0.000</b>	0.000	<b>0.000</b>
<b>Net Cost of Services</b>	<b>31.535</b>	(2.055)	<b>29.480</b>	1.504	<b>30.984</b>
Funding	<b>(32.376)</b>	32.376	<b>0.000</b>		<b>0.000</b>
Other Income and Expenditure	<b>0.000</b>	(30.321)	<b>(30.321)</b>	3.892	<b>(26.429)</b>
Surplus or deficit on provision of services	<b>(0.841)</b>	<b>0.000</b>	<b>(0.841)</b>	<b>5.396</b>	<b>4.555</b>
Transfer to Ear-marked reserve	<b>0.841</b>				
Net movement on General fund	<b>0.000</b>	0.000	<b>(0.841)</b>		
Deficit/(Surplus) on revaluation of non-current assets				(5.663)	(5.663)
Remeasurement of the net defined benefit/(liability)				0.876	0.876
Other Comprehensive Income and Expenditure				<b>(4.787)</b>	<b>(4.787)</b>
Deficit/(Surplus) Comprehensive Income and Expenditure				<b>609</b>	<b>(232)</b>
Opening General Fund and Earmarked Reserve Balance at 31 March 2017	(13.345)				
Plus Surplus on General Fund in year	(0.841)				
<b>Closing General Fund and Earmarked Reserve Balance at 31 March 2018</b>	<b>(14.186)</b>				

## 6. Note to the Expenditure and Funding Analysis – 2017/18

Budget allocations for management purposes do not exactly follow the Code in respect of the distinction between the Net Cost of Services and the total Cost for the provision of services. This table analyses the difference between the 2017/18 management account format and the CIES format.

	<b>Excess Staff (Net)</b>	<b>Other Employee Costs</b>	<b>Interests</b>	<b>Special Grants (restated)</b>	<b>Total Adj</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Employee Costs	0.191	(0.103)		(1.223)	<b>(1.135)</b>
Running Costs		0.103		(0.355)	<b>(0.252)</b>
Capital Financing			(0.477)		<b>(0.477)</b>
Excess Staff (net)	(0.191)				<b>(0.191)</b>
	<b>0.000</b>	<b>0.000</b>	<b>(0.477)</b>	<b>(1.578)</b>	<b>(2.055)</b>
Income			0.477	1.578	<b>2.055</b>
	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

## 7. Adjustments relating to the Expenditure and Funding Analysis – 2017/18

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

	<b>Adj for Capital Purpose</b>	<b>Net Pension Adj</b>	<b>Capital Grant Adj</b>	<b>Other Difference</b>	<b>Total Adj</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Employee Costs		3.289		0.001	<b>3.290</b>
Running Costs					<b>0.000</b>
Capital Financing	(1.786)				<b>(1.786)</b>
Net Cost of Services	(1.786)	3.289	0.000	0.001	<b>1.504</b>
Other Income and expenditure	(0.278)	4.136	(0.088)	0.122	<b>3.892</b>
Surplus or deficit on provision of services	<b>(2.064)</b>	<b>7.425</b>	<b>(0.088)</b>	<b>0.123</b>	<b>5.396</b>
Other Comprehensive Income and Expenditure	(5.663)	0.876			<b>(4.787)</b>
Difference between General Fund surplus and Comprehensive Income and Expenditure Statement Deficit	<b>(7.727)</b>	<b>8.301</b>	<b>(0.088)</b>	<b>0.123</b>	<b>0.609</b>

## 8. Other Operating Expenditure

	<b>2017/18</b>	<b>2018/19</b>
	<b>£'000</b>	<b>£'000</b>
Gross Expenditure		
(Gain)/loss on disposal of non-current assets	2	101
LGPS pensions administrative costs	13	14
Revenue expenditure funded from capital grant	0	1,370
	<b>15</b>	<b>1,485</b>
Gross Income		
Firefighter Scheme Pension Grant	(5,241)	(6,575)
Net gain on disposal/revaluation of assets held for sale	(281)	0
Proceeds from sale of assets	0	(174)
<b>Total Other Operating Expenditure</b>	<b>5,507</b>	<b>5,264</b>

## 9. Financing and Investment Income and Expenditure

	2017/18 £'000	2018/19 £'000
Interest payable and similar charges	512	487
Interest receivable and similar income	(39)	(62)
Pensions net interest cost and expected return on pensions assets	9,365	9,230
Income and Expenditure in relation to Investment Properties	0	(114)
	<b>9,838</b>	<b>9,541</b>

## 10. Taxation and non-specific Grant Income

	2017/18 £'000	2018/19 £'000
Council Tax income	21,749	22,789
National Non-Domestic Rates (NNDR) income and expenditure	2,420	6,010
Council Tax Transition Grant	3,153	0
Rural Service Grant	87	109
Transition Grant	142	0
Miscellaneous Other Grants	8	0
Revenue Support Grant (RSG)	3,113	2,427
	<b>30,672</b>	<b>31,335</b>
Grant for Hereford Hub Station	88	0
Total Grants	<b>30,760</b>	<b>31,335</b>

## Members' Allowances

11. The Authority paid the following amounts to Members as Allowances and expenses during the year.

	2017/18 £'000	2018/19 £'000
Basic Allowances	28	30
Special Allowances	20	20
Expenses	3	3
	<b>51</b>	<b>53</b>

A breakdown of the amounts paid to individual Members is available on the Authority's website, this can be accessed using the following link.  
<https://hwfire.cmis.uk.com/hwfire/documents/documentLibrary.aspx>

## Officers' Emoluments

12. During the year the number of Staff who received remuneration in excess of £50,000 (excluding employers pension contributions) is as detailed in the table. This table includes Senior Officers for which there is also an additional, enhanced disclosure. The table represents payments to individual staff members during the year including the taxable use of Authority Assets (vehicles). The additional year has been included to illustrate the year on year fluctuations.

£	2017/18 No. of Staff	2018/19 No. of Staff
50,000 - 54,999	20	14
55,000 - 59,999	4	17
60,000 - 64,999	9	8
65,000 - 69,999	2	2
70,000 - 74,999	1	1
75,000 - 79,999	3	2
80,000 - 84,999		
85,000 - 89,999	1	1
90,000 - 94,999		1
95,000 - 99,999	1	
100,000 - 104,999	1	1
105,000 - 109,999		
110,000 - 114,999		
115,000 - 119,999		
120,000 - 124,999		
125,000 - 129,999	1	1
	<b>43</b>	<b>48</b>

### Senior Officers

2018/19 Post Title		Salary	Benefit in Kind	Sub-Total	Pension Contrib.	Total incl Pension
		£	£	£	£	£
Chief Fire Officer/Chief Executive	<i>U</i>	128,371	1,135	<b>129,506</b>	27,857	<b>157,363</b>
Deputy Chief Fire Officer to 30.06.18	<i>U</i>	25,155	0	<b>25,155</b>	5,459	<b>30,614</b>
Deputy Chief Fire Officer from 01.07.18	<i>U</i>	77,903	531	<b>78,434</b>	15,895	<b>94,329</b>
Assistant Chief Fire Officer to 30.06.18	<i>U</i>	23,583	177	<b>23,760</b>	5,117	<b>28,877</b>
Assistant Chief Fire Officer from 01.07.18	<i>U</i>	72,418	922	<b>73,340</b>	13,023	<b>86,363</b>
Director of Finance/Treasurer	<i>NU</i>	80,157	5,875	<b>86,032</b>	11,863	<b>97,895</b>
Head of Legal Services	<i>NU</i>	66,123	1,244	<b>67,367</b>	9,786	<b>77,153</b>
<i>U : Uniformed; NU : Non-Uniformed</i>		<b>473,710</b>	<b>9,884</b>	<b>483,594</b>	<b>89,000</b>	<b>572,594</b>
2017/18 Post Title		Salary	Benefit in Kind	Sub-Total	Pension Contrib.	Total incl Pension
		£	£	£	£	£
Chief Fire Officer/Chief Executive	<i>U</i>	126,209	69	<b>126,278</b>	27,387	<b>153,665</b>
Deputy Chief Fire Officer	<i>U</i>	101,085	209	<b>101,294</b>	21,935	<b>123,229</b>
Assistant Chief Fire Officer	<i>U</i>	94,820	840	<b>95,660</b>	20,576	<b>116,236</b>
Director of Finance/Treasurer	<i>NU</i>	78,893	6,775	<b>85,668</b>	11,676	<b>97,344</b>
Head of Legal Services	<i>NU</i>	64,876	1,239	<b>66,115</b>	9,601	<b>75,716</b>
<i>U : Uniformed; NU : Non-Uniformed</i>		<b>465,883</b>	<b>9,132</b>	<b>475,015</b>	<b>91,175</b>	<b>566,190</b>

13. Pension contributions in the above tables relate to average scheme contribution rates and not an individual pension pot. Uniformed staff are members of the Firefighters Pension Scheme (FFPS), all other senior officers are members of the Local Government Scheme (LGPS).

14. The majority of the Benefit in Kind relates to the provision of cars. Due to their continuous duty system (and the requirement to be able to respond to emergencies) the taxable benefit is significantly lower for uniformed staff than for non-uniformed staff. The actual cost to the Authority is very similar.

### **Related Party Transactions**

15. The Authority is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Authority or be controlled or influenced by the Authority. Disclosure of these transactions allows readers to assess the extent to which the Authority might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Authority.
16. **Central Government** has a significant influence over the general operations of the Authority – it is responsible for setting the statutory framework within which the Authority operates, provides a proportion of funding in the form of grants and prescribes the terms of many of the transactions that the Authority has with other parties (e.g. Council Tax bills). Grants received from Government are set out in the table on page 35.
17. **Members** of the Authority have direct control over the Authority's financial and operating policies. The total of Members' allowances paid is shown in Notes 11 on page 35. No Members of the Authority or members of their immediate family or household declared any positions of influence.
18. **Officers** – No Senior Officers within the Service or members or their immediate family or household declared any positions of influence
19. **Place Partnership Ltd** is a facilities management company co-owned by Hereford & Worcester Fire Authority, Worcestershire County Council, Redditch Borough Council, Warwickshire Police, West Mercia Police and Worcester City Council, each party has equal shares and equal voting rights. Place Partnership Ltd has been classed as a Joint Operation because there is joint control and the activity of the arrangement is primarily to provide services to the parties within each party's boundaries. In 2018/19, the operating costs for the Authority were £1,286,674 (2017/18 £1,240,873) paid as principal costs to the company, with an additional sum of £2,286,731 (2017/18 £981,214) paid as agency costs, the Authority has received £188,459 (2017/18 £183,004) as income and this is reflected in the Comprehensive Income and Expenditure Statement. Place Partnership Ltd has not been fully consolidated into the Fire Authority's accounts as a Joint Operation, because there is no material difference between the costs already reflected.

### **External Audit Fees**

20. During 2018/19 Hereford & Worcester Fire Authority incurred the fees below in respect of external audit and statutory inspection services, to auditors appointed under the Local Audit and Accountability Act 2014.

	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
<b>Fees payable to Grant Thornton UK LLP:</b>		
in respect of external audit services : 2017/18 Accounts	33	
in respect of external audit services : 2018/19 Accounts		25
	<b>33</b>	<b>25</b>

## Leases

21. The Authority does not have any leases that meet the accounting requirement to be treated as Finance Leases.

## Operating Leases

### Authority as Lessee

22. The Authority has entered into operational leases for the provision of ancillary vehicles. The total rentals paid to lessors on these operating leases in the year totalled £29,862 (2017/18 £71,928).
23. The Authority has entered into two lease agreements with the Police & Crime Commissioner for West Mercia, as part of collaborative working. These are detailed as follows:
- On the 3<sup>rd</sup> April 2014 the Authority entered into a lease arrangement for the provision of a joint Fire/Police Station in Bromsgrove. The lease is for a term of 30 years with the option for the Authority to extend for a further 30 years. The total rent paid in 2018/19 was £239,996 (2017/18 was £239,996)
  - On the 1<sup>st</sup> November 2018, the Authority entered into a lease arrangement for the provision of a Headquarters Facility at Hindlip Hall. The lease is based on a peppercorn arrangement.
24. The future lease payments under non-cancellable operating leases in future years are:

	<b>31-Mar-2018 £'000</b>	<b>31-Mar-2019 £'000</b>
Not later than one year	314	263
Later than one year and not later than 5 years	1,045	1,022
Later than 5 years	5,040	4,800
	<b>6,399</b>	<b>6,085</b>

### Authority as Lessor

25. The Authority leases out a property at Kings Court, Worcester under an operating lease. The future minimum lease payments receivable under non-cancellable leases in future years are :

	<b>31-Mar-2019</b> <b>£'000</b>
Not later than one year	342
Later than one year and not later than 5 years	1,366
Later than 5 years	3,302
	<b>5,010</b>

In 2018/19 £113,864 contingent rents were receivable by the authority.

### Capital Expenditure

26. Details of capital expenditure incurred during the year are as follows:

	2017/18 £'000	2018/19 £'000
New Buildings & Adaptations	1,195	2,301
Vehicles (including fitted equipment)	571	3,422
IT and Communication Equipment	686	498
Other Equipment	116	959
		<b>7,180</b>
Revenue Funded from Capital Under Statute		1,370
<b>Total Capital Expenditure</b>	<b>2,568</b>	<b>8,550</b>

27. Capital expenditure was financed as follows:

	2017/18 £'000	2018/19 £'000
Net Borrowing	616	4,673
Capital Receipts	0	174
Capital Grant	1,194	3,043
Revenue Contributions	758	660
	<b>2,568</b>	<b>8,550</b>

28. Capital Financing Requirement

	2017/18			2018/19		
	Owned £'000	Leased £'000	Total £'000	Owned £'000	Leased £'000	Total £'000
<b>Opening CFR</b>	<b>18,200</b>	<b>0</b>	<b>18,200</b>	<b>17,339</b>	<b>0</b>	<b>17,339</b>
<b>Capital investment</b>						
Operational assets	799		799	5,032		5,032
Assets not yet Operational	1,768		1,768	2,148		2,148
Revenue Expenditure Funded from Capital under Statute (REFCUS)	0		0		1,370	1,370
<b>Sources of Finance</b>						
Capital receipts	0		0	(174)		(174)
Government grants and other contributions	(1,194)		(1,194)	(1,673)	(1,370)	(3,043)
Sums set aside from Revenue - Direct Revenue Financing	(758)		(758)	(660)		(660)
	615	0	615	4,673	0	4,673
Sums set aside from Revenue - Minimum Revenue Provision	(1,476)	0	(1,476)	(1,365)		(1,365)
<b>Change in CFR</b>	<b>(861)</b>	<b>0</b>	<b>(861)</b>	<b>3,308</b>	<b>0</b>	<b>3,308</b>
<b>Closing CFR</b>	<b>17,339</b>	<b>0</b>	<b>17,339</b>	<b>20,647</b>	<b>0</b>	<b>20,647</b>
<b>Explanation of movements in year Increase/(Decrease) in underlying need to borrow: unsupported by government financial assistance</b>						
Increase in Capital Financing Requirement	(861)	n/a		3,308	n/a	
	(861)	0	0	3,308	0	0

## Property, Plant and Equipment

### 29. Movements in 2018/19

	Land and Buildings £'000	Vehicles Plant, Furniture and Equipment £'000	Surplus Assets £'000	Assets not yet Operational £'000	TOTAL Tangible Assets £'000
<b>Cost or Valuation at 01 April 2018</b>	<b>44,698</b>	<b>21,589</b>	<b>0</b>	<b>1,836</b>	<b>68,123</b>
Additions	261	4,716		2,178	7,155
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(436)				(436)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(316)		63		(253)
Reclassifications	71	719		(790)	0
Reclassifications – from current assets held for sale			1,260		1,260
Reclassification to intangible assets				(32)	(32)
Reclassifications – to investment assets	(5,211)				(5,211)
Disposals/derecognition		(1,464)			(1,464)
<b>At 31 March 2019</b>	<b>39,067</b>	<b>25,560</b>	<b>1,323</b>	<b>3,192</b>	<b>69,142</b>
<b>Accumulated Depreciation and Impairment at 01 April 2018</b>	<b>0</b>	<b>(16,290)</b>	<b>0</b>	<b>0</b>	<b>(16,290)</b>
Reclassifications					
Depreciation Charge for 2018/19	(598)	(1,961)			(2,559)
Depreciation written out to Revaluation Reserve	589				589
Depreciation written out to the Surplus/Deficit on Provision of Services	9				9
Disposals/derecognition		1,364			1,364
<b>At 31 March 2019</b>	<b>0</b>	<b>(16,887)</b>	<b>0</b>	<b>0</b>	<b>(16,887)</b>
<b>Balance Sheet amount at 01 April 2018</b>	<b>44,698</b>	<b>5,299</b>	<b>0</b>	<b>1,836</b>	<b>51,833</b>
<b>Balance Sheet amount at 31 March 2019</b>	<b>39,067</b>	<b>8,673</b>	<b>1,323</b>	<b>3,192</b>	<b>52,255</b>

30. Comparative Movements in 2017/18

	Land and Buildings £'000	Vehicles Plant, Furniture and Equipment £'000	Assets not yet Operational £'000	TOTAL Tangible Assets £'000
<b>Cost or Valuation at 01 April 2017</b>	<b>38,052</b>	<b>21,219</b>	<b>68</b>	<b>59,339</b>
Additions	250	527	1,768	<b>2,545</b>
Revaluation increases/(decreases) recognised in the Revaluation Reserve	5,201			<b>5,201</b>
Revaluation increases/(decreases) recognised in the				
Surplus/Deficit on the Provision of Services	1,456			<b>1,456</b>
Reclassifications				
Reclassifications - to current assets held for sale	(261)			<b>(261)</b>
Disposals/derecognition		(157)		<b>(157)</b>
<b>At 31 March 2018</b>	<b>44,698</b>	<b>21,589</b>	<b>1,836</b>	<b>68,123</b>
<b>Accumulated Depreciation and Impairment at 01 April 2017</b>	<b>0</b>	<b>(15,078)</b>	<b>0</b>	<b>(15,078)</b>
Reclassifications				
Depreciation Charge for 2017-18	(554)	(1,367)		<b>(1,921)</b>
Depreciation written out to Revaluation Reserve	463			<b>463</b>
Depreciation written out to the Surplus/Deficit on Provision of Services	91			<b>91</b>
Disposals/derecognition		155		<b>155</b>
<b>At 31 March 2018</b>	<b>0</b>	<b>(16,290)</b>	<b>0</b>	<b>(16,290)</b>
<b>Balance Sheet amount at 01 April 2017</b>	<b>38,052</b>	<b>6,141</b>	<b>68</b>	<b>44,261</b>
<b>Balance Sheet amount at 31 March 2018</b>	<b>44,698</b>	<b>5,299</b>	<b>1,836</b>	<b>51,833</b>

31. Property, Plant and Equipment are represented in the Balance Sheet at current value, with the exception of additions occurring since the last revaluation, which are held at historic cost, net of depreciation where appropriate. Assets disposed of have been written-out at their net book value.

**Investment Assets**

32. The following items of income and expenditure have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

	31-Mar-19 £'000
Rental Income From Investment Property	114
	<b>114</b>

33. The following table summarises the fair value of investment properties and the movement in the fair value of those properties over the year:

	<b>31-Mar-19 £'000</b>
Balance at the start of the year	0
Reclassification to Investment Assets	5,211
	<b>5,211</b>

#### Fair Value Hierarchy

34. Inputs to the valuation techniques in respect of the Authority's fair value measurement of its assets and liabilities are categorised within the fair value hierarchy as follows:

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

The Authority's investment Property has been value assessed as Level 2 on the fair value hierarchy for valuation purposes.

#### Valuation Techniques Used to Determine Level 2 Fair Values for Investment Properties

35. The fair value of the investment property has been measured using a market approach, which takes into account quoted prices for similar assets in active markets, existing lease terms and rentals, research into market evidence including market rentals and yields, the covenant strength for existing tenants, and data and market knowledge gained in managing the Authority's Investment Asset portfolio. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised as level 2 on the fair value hierarchy.

#### Highest and Best Use

36. In estimating the fair value of the Authority's investment property, the highest and best use is their current use.

#### Valuation Process

37. The investment property portfolio has been valued at 31 March 2019, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution for Chartered Surveyors.
38. There are no restrictions on the Authority's ability to realise the value inherent in its investment property or on the Authority's right to the remittance of income and the proceeds of disposal. The Authority has no contractual obligations to purchase, construct, develop or enhance investment property.

## Intangible Assets

39. The Authority 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 or Property, Plant and Equipment.
40. All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the Authority. The useful lives assigned to the major software suites used by the Authority are 5 years.
41. The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £79,000 charged to revenue in 2018/19 was charged to the capital financing line.
42. The movement on Intangible Asset balances during the year is as follows:

	2017/18 £'000	2018/19 £'000
Balance at start of year:	323	272
- Gross carrying amount	916	933
- Accumulated amortisation	(593)	(661)
Net carrying amount at start of year	323	272
Additions	23	25
Reclassification		32
Disposals	(5)	0
Accumulated amortisation on disposal	5	0
Amortisation for the period	(74)	(79)
Net carrying amount at end of year	272	250
Comprising:		
- Gross carrying amount	933	990
- Accumulated amortisation	(661)	(740)
	272	250

## Heritage Assets

43. The Authority has a number of items which can be classed as heritage assets, due to their cultural and historical associations to the Fire Service. These assets have been held within the Authority and its predecessors for a number of years having been originally donated. The Authority does not seek to acquire assets of this nature and has no intention of disposing of the assets held.
44. These assets are held at Authority fire stations and other buildings throughout the two counties. The estimated value of these assets is not material to the financial statements.
45. As there are no valuations held for these assets and valuations could not be obtained at a cost which is commensurate with the benefits to the users of the financial statements, the assets are not recognised in accordance with the Code.

## Financial Instruments

46. The classification of financial instruments included in the Balance Sheet and their carrying amounts are shown overleaf. (Additional information in respect of the Long Term Loans is given at notes 52-53):

	31-Mar-18			31-Mar-19		
	Long-term £'000	Current £'000	Total £'000	Long-term £'000	Current £'000	Total £'000
<b>Short Term Deposits</b>						
Deposits with WCC		11,900	11,900		5,400	5,400
		<b>11,900</b>	<b>11,900</b>		<b>5,400</b>	<b>5,400</b>
<b>Loans &amp; Receivables</b> <i>(at amortized cost)</i>						
Trade Debtors		404	404		418	418
		<b>404</b>	<b>404</b>		<b>418</b>	<b>418</b>
		<b>12,304</b>	<b>12,304</b>		<b>5,818</b>	<b>5,818</b>
<b>Financial Liabilities</b> <i>(at amortized cost)</i>						
PWLB Borrowing	10,637	500	11,137	10,637		10,637
Trade Creditors		736	736		441	441
	<b>10,637</b>	<b>1,236</b>	<b>11,873</b>	<b>10,637</b>	<b>441</b>	<b>11,078</b>

### Fair Value of Assets and Liabilities carried at amortised cost

47. Financial liabilities, financial assets represented by loans and receivable and long-term debtors and creditors are carried in the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments.
48. Fair value is defined as the amount for which an asset could be exchanged or a liability settled, assuming that the transaction was negotiated between parties knowledgeable about the market in which they are dealing and willing to buy/sell at an appropriate price, with no other motive in their negotiations other than to secure a fair price.
49. The Fair Value of the loans at 31 March 2019 was £13.510m (£13.998m at 31 March 2018), the fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments using the following assumptions:
- Estimated ranges of interest rates at 31 March 2019 of 3.28% to 5.00% for loans from the PWLB
  - No early repayment or impairment is recognised
  - The fair value of trade and other receivables is taken to be the invoiced or billed amount.
50. The fair value of the liabilities is higher than the carrying amount because the Authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the prevailing rates at the balance sheet date (new loan rates).

## Financial Instruments Gains and Losses

51. The gains and losses recognised in the CIES in relation to financial instruments are shown below:

	<b>Interest Expense 2017/18 £'000</b>	<b>Interest Income 2017/18 £'000</b>	<b>Interest Expense 2018/19 £'000</b>	<b>Interest Income 2018/19 £'000</b>
<b>Financial Liabilities</b>				
PWLB Borrowing	512		486	
<b>Total</b>	<b>512</b>	<b>0</b>	<b>486</b>	<b>0</b>
<b>Short Term Deposits</b>				
		(39)		(62)
<b>Total</b>	<b>0</b>	<b>(39)</b>	<b>0</b>	<b>(62)</b>

## Long and Short Term Borrowing

52. Additional information in respect of Long Term Loans shown in the table below is given in paragraph 46 on page 45.

	<b>31-Mar-18</b>			<b>31-Mar-19</b>		
	<b>Long Term £'000</b>	<b>Short Term £'000</b>	<b>TOTAL £'000</b>	<b>Long Term £'000</b>	<b>Short Term £'000</b>	<b>TOTAL £'000</b>
<b>Loan Source</b>						
Public Works Loans Board	10,637	500	11,137	10,637		10,637
	<b>10,637</b>	<b>500</b>	<b>11,137</b>	<b>10,637</b>		<b>10,637</b>
<b>Analysis by Maturity</b>						
Less than 1 year		500	500		0	0
Between 1 and 2 years			0	1,500		1,500
Between 2 and 5 years	4,713		4,713	3,302		3,302
Between 5 and 10 years	436		436	347		347
Over 10 years	5,488		5,488	5,488		5,488
<b>Total of Loans</b>	<b>10,637</b>	<b>500</b>	<b>11,137</b>	<b>10,637</b>	<b>0</b>	<b>10,637</b>

53. Other than the maturing Long Term loan, there are no short term borrowings.

## **Financial Instruments – Exposure to Risk**

54. The Authority's activities expose it to a variety of financial risks:
- Credit risk – the possibility that other parties might fail to pay amounts due to the Authority.
  - Liquidity risk – the possibility that the Authority might not have funds available to meet its commitments to make payments.
  - Market risk – the possibility that financial loss might arise for the Authority as a result of changes in such measures as interest rates and stock market movements.

55. The CIPFA Code of Practice on Treasury Management has been adopted by the Authority, and under the Service Level Agreement with Worcestershire County Council the County Council is obliged to, and does, adopt the Code also. In this way risks are actively managed.

### Credit Risk

56. Under the Treasury Management SLA, the Authority invests surplus cash with WCC, but in return for receiving an average investment rate based on the Council's portfolio of investments the Authority shares risk in proportion to its value of the total portfolio. Credit risk also arises from credit exposures to the Authority's customers.
57. Amounts invoiced to customers are of relatively low value and are actively pursued by the in-house legal service.
58. The following analysis summarises the Authority's potential maximum exposure to credit risk based on actual experience in terms of deposits and percentage of debt which has been written off as unrecoverable in the last three years in terms of debtors (total £0.001m).

	31-Mar-19 £'000	Written off in last 3 years £'000	Historical Default
Short Term deposits with WCC	5,400	0	
Customers	418	2	0.2%
<b>Total</b>	<b>5,818</b>	<b>2</b>	

59. Of the £0.418m due from customers at 31 March 2019 the following table analyses the due dates.

	£'000
Not yet due	18
Less than 1 month overdue	5
1 to 2 months overdue	0
more than 2 months overdue	395
	<b>418</b>

The debt over 2 months old relates to contributions from Wychavon District Council for the cost of relocating Evesham Fire Station. This is the final payment relating to this capital scheme.

### Liquidity Risk

60. The Authority is able to access borrowings from the Public Works Loan Board (PWLB) so there is no significant risk that it will be unable to meet its commitments relating to financial liabilities. The risk is that the Authority will be bound to replenish a significant proportion of its borrowings at a time of unfavourable interest rates. The Authority sets limits on the proportion of borrowings due to mature at intervals as shown below.

<b>Period of Maturity</b>	<b>Upper Limit %</b>	<b>Lower Limit %</b>
Under 12 months	25	0
12 months and within 24 months	25	0
24 months and within 5 years	50	0
5 years and within 10 years	75	0
10 years and above	95	25

61. This strategy allows the Authority time to restructure debt when interest rates are favourable. The strategy is to maintain sufficient cash balances to meet daily revenue requirements without recourse to short term borrowing other than in exceptional circumstances.

### **Market Risk**

62. The Authority does not invest in equity shares and therefore has no exposure to loss arising from movements in share prices.
63. The Authority has no financial assets or liabilities, denominated in foreign currencies and therefore has no exposure to loss arising from exchange rate movements.

### **64. Debtors**

	<b>31-Mar-18 £'000</b>	<b>31-Mar-19 £'000</b>
Central Government Bodies	585	506
Other Local Authorities	755	924
National Health Service	0	116
Public Corporations and Trading Funds	2,484	2,929
Other entities and individuals	1,728	1,678
	<b>5,552</b>	<b>6,153</b>

### **65. Assets Held for Sale**

	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
<b>Balance outstanding at start of year</b>	<b>985</b>	<b>1,260</b>
Assets newly classified as held for sale:		
Property Plant and Equipment	262	
Revaluation Losses	(78)	
Revaluation Gains	274	
Assets Sold	(183)	
Assets reclassified as Surplus Assets		(1,260)
<b>Balance outstanding at year-end</b>	<b>1,260</b>	<b>0</b>

### **Cash and Cash Equivalents**

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

	<b>31-Mar-18</b> <b>£'000</b>	<b>31-Mar-19</b> <b>£'000</b>
Cash held by the Authority	6	6
Bank Current Accounts	902	1,174
Short term deposits with WCC	11,900	5,400
	<b>12,808</b>	<b>6,580</b>

67. The only financial asset held by the Authority is the short term deposit via Worcestershire County Council, there are no other investments.

#### 68. Creditors

	<b>31-Mar-18</b> <b>£'000</b>	<b>31-Mar-19</b> <b>£'000</b>
Central Government Bodies	1,194	969
Other Local Authorities	427	708
Other entities and individuals	2,581	2,897
	<b>4,202</b>	<b>4,574</b>

### Termination Benefits and Packages

69. The Authority did not pay any exit packages in financial year 2018/19 (2017/18 3 packages totalling £90,202).

### Pension Arrangements

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

71. The Authority participates in five schemes:

- The Firefighters' Pension Scheme (FFPS) (the "1992 Scheme"). This is a statutory un-funded defined benefit final salary scheme and has been closed to new entrants since 6 April 2006.
- The 2006 Firefighters' Pension Scheme (NFPS) (the "2006 Scheme") – is open to all uniformed staff (except Fire Control) and is also a statutory un-funded defined benefit final salary scheme, with differing benefits.
- The 2015 Firefighters' Pension Scheme (FFCARE) – this is a career average scheme, and is available to operational firefighters appointed on or after 1 April 2015. Serving firefighters will also have been transferred into the scheme unless they have protected status under one of the existing schemes.
- The Firefighters' Compensation Scheme (FFCS) (the Injury Scheme) – another statutory un-funded defined benefit scheme covering existing and new injury pensions.
- The four Firefighters' schemes are unfunded meaning that there are no investment assets built up to meet the pensions liabilities and cash has to be generated to meet the actual pensions payments as they eventually fall due. The arrangements are determined by the Home Office.
- The Local Government Pension Scheme (LGPS) – subject to qualifying criteria, open to staff not covered by the Firefighters' schemes. This scheme is administered by Worcestershire County Council and is a funded defined benefit final salary scheme. The Authority and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets.

- The Local Government Pension Scheme (LGPS – Place Partnership Ltd) – The Fire Authority transferred all of its Property Section staff to Place Partnership Ltd, as part of the agreement between the partners of this company, the Fire Authority has guaranteed any pension fund liability will be met based on the proportion of staff transferred into the scheme. Prior to the transfer the liability relating to these staff was included in the Fire Authority liability. At the Balance Sheet date this liability was zero.
72. The retirement benefits are recognised in the Net Cost of Service when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge that is required to be made against council tax precept is based on the cash payable in the year, (as described in paragraph 76 below) so the real cost of retirement benefits is reversed out in the Movement in Reserves Statement (MiRS).
73. Charges made to the Income and Expenditure Account for council tax precept purposes are as below:
- LGPS – the employer’s contribution payable to the Pension Fund.
  - FFPS/NFPS – the notional employer’s contribution payable into the Pension Account as explained in Paragraphs 38-39 on page 10 of the Narrative Report.
  - FFCS – the actual injury pensions and any RDS ill-health pensions payable.
74. Transactions made in the Comprehensive Income and Expenditure Statement and the Movement in Reserves Statement (MiRS) during the year are shown in the tables below:

	LGPS 2018/19 £'000	FFPS 2018/19 £'000	NFPS 2018/19 £'000	FF CARE 2018/19 £'000	FFCS 2018/19 £'000	TOTAL 2018/19 £'000
<b>Income and Expenditure Account</b>						
<b>Net Cost of Services:</b>						
Current Service Cost	1,102	1,640	360	3,180	70	<b>6,352</b>
Past Service Cost	279	13,090	1,600	0	0	<b>14,969</b>
<b>Other Operating Expenditure comprising</b>						
Business Combinations						
Administration Expenses	14					<b>14</b>
Pensions Grant		(9,097)	88	2,434	0	<b>(6,575)</b>
<b>Financing and Investment Income and Expenditure</b>						
Net Interest Expense	300	7,530	580	350	470	<b>9,230</b>
<b>Total Post-employment Benefits charged to the Surplus or Deficit on the Provision of Services</b>	<b>1,695</b>	<b>13,163</b>	<b>2,628</b>	<b>5,964</b>	<b>540</b>	<b>23,990</b>
<b>Remeasurement of the net defined benefit liability comprising:</b>						
Actuarial (gains)/losses arising on changes in financial assumptions (retained settlement)						
Experience (gains)/losses		(840)	(470)	450	710	<b>(150)</b>
Return on plan assets (excluding the amount included in the net interest expense)	(290)					<b>(290)</b>
Actuarial (gains) and losses arising in financial assumptions	2,275	8,040	1,000	840	400	<b>12,555</b>
<b>Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement</b>	<b>3,680</b>	<b>20,363</b>	<b>3,158</b>	<b>7,254</b>	<b>1,650</b>	<b>36,105</b>

<b>Movement in Reserves Statement</b>						
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(1,696)	(13,163)	(2,628)	(5,964)	(540)	(23,991)
Reversal of remeasurements of the net defined benefit liability/asset charged to Other Comprehensive Income and Expenditure	(1,985)	(7,200)	(530)	(1,290)	(1,110)	(12,115)
<b>Actual Amount charged against the General Fund Balance for pensions in the year:</b>						
Employer's contribution payable to scheme	845	476	108	1,259		<b>2,688</b>
Retirement Benefits payable to Pensioners					713	<b>713</b>
<b>Net Charge to General Fund</b>	<b>845</b>	<b>476</b>	<b>108</b>	<b>1,259</b>	<b>713</b>	<b>3,401</b>

	<b>LGPS 2017/18 £'000</b>	<b>FFPS 2017/18 £'000</b>	<b>NFPS 2017/18 £'000</b>	<b>FF CARE 2017/18 £'000</b>	<b>FFCS 2017/18 £'000</b>	<b>TOTAL 2017/18 £'000</b>
<b>Income and Expenditure Account</b>						
<b>Net Cost of Services:</b>						
Current Service Cost	1,137	1,660	280	3,280	100	<b>6,457</b>
Past Service Cost		210				<b>210</b>
<b>Other Operating Expenditure comprising</b>						
Administration Expenses	13					<b>13</b>
Pensions Grant		(7,521)	182	2,097		<b>(5,242)</b>
<b>Financing and Investment Income and Expenditure</b>						
Net Interest Expense	315	7,760	580	270	440	<b>9,365</b>
<b>Total Post-employment Benefits charged to the Surplus or Deficit on the Provision of Services</b>	<b>1,465</b>	<b>2,109</b>	<b>1,042</b>	<b>5,647</b>	<b>540</b>	<b>10,803</b>
<b>Remeasurement of the net defined benefit liability comprising:</b>						
Actuarial (gains)/losses arising on changes in financial assumptions (retained settlement)						
Experience (gains)/losses		380	(550)	(780)	2,600	<b>1,650</b>
Return on plan assets (excluding the amount included in the net interest expense)	(253)					<b>(253)</b>
Actuarial (gains) and losses arising on changes in demographic assumptions		(7,470)	(630)	(470)	(570)	<b>(9,140)</b>
Actuarial (gains) and losses arising in financial assumptions	(1,621)	8,750	1,290	60	140	<b>8,619</b>
<b>Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement</b>	<b>(409)</b>	<b>3,769</b>	<b>1,152</b>	<b>4,457</b>	<b>2,710</b>	<b>11,679</b>

<b>Movement in Reserves Statement</b>						
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(1,465)	(2,109)	(1,042)	(5,647)	(540)	(10,803)
Reversal of remeasurements of the net defined benefit liability/asset charged to Other Comprehensive Income and Expenditure	1,874	(1,660)	(110)	1,190	(2,170)	(876)
<b>Actual Amount charged against the General Fund Balance for pensions in the year:</b>						
Employer's contribution payable to scheme	794	618	130	1,115		<b>2,657</b>
Retirement Benefits payable to Pensioners					720	<b>720</b>
<b>Net Charge to General Fund</b>	<b>794</b>	<b>618</b>	<b>130</b>	<b>1,115</b>	<b>720</b>	<b>3,377</b>

Pensions Assets and Liabilities Recognised in the Balance Sheet

	<b>Funded Liability LGPS 2018/19 £'000</b>	<b>Un-funded Liability FFPS 2018/19 £'000</b>	<b>Un-funded Liability NFPS 2018/19 £'000</b>	<b>Un-funded Liability FFCARE 2018/19 £'000</b>	<b>Un-funded Liability FFCS 2018/19 £'000</b>	<b>TOTAL 2018/19 £'000</b>
Present value of the defined benefit obligation	39,313	319,232	25,688	17,419	19,384	421,036
Fair Value of Plan assets	(24,620)					(24,620)
<b>Net liability arising from defined benefit obligation</b>	<b>14,693</b>	<b>319,232</b>	<b>25,688</b>	<b>17,419</b>	<b>19,384</b>	<b>396,416</b>

	<b>Funded Liability LGPS 2017/18 £'000</b>	<b>Un-funded Liability FFPS 2017/18 £'000</b>	<b>Un-funded Liability NFPS 2017/18 £'000</b>	<b>Un-funded Liability FFCARE 2017/18 £'000</b>	<b>Un-funded Liability FFCS 2017/18 £'000</b>	<b>TOTAL 2017/18 £'000</b>
Present value of the defined benefit obligation	34,990	299,345	22,638	11,424	18,447	386,844
Fair Value of Plan assets	(23,433)					(23,433)
<b>Net liability arising from defined benefit obligation</b>	<b>11,557</b>	<b>299,345</b>	<b>22,638</b>	<b>11,424</b>	<b>18,447</b>	<b>363,411</b>

**Assets and Liabilities in relation to post-employment benefits**

75. Reconciliation of the present value of scheme liabilities:

	<b>Funded Liabilities (LGPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (FFPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (NFPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (FF CARE) 2018/19 £'000</b>	<b>Un-funded Liabilities (FFCS) 2018/19 £'000</b>	<b>TOTAL 2018/19 £'000</b>
<b>at 1 April</b>	<b>34,990</b>	<b>299,345</b>	<b>22,638</b>	<b>11,424</b>	<b>18,447</b>	<b>386,844</b>
Current Service Cost	1,102	1,640	360	3,180	70	6,352
Past Service Cost	279	13,090	1,600	0	0	14,969
Interest Cost	941	7,530	580	350	470	9,871
Employee Contributions	242					242
<b>Remeasurement Gains and Losses</b>						
Experience (Gains) and Losses		(840)	(470)	450	710	(150)
Actuarial (Gains) and Losses arising on changes in financial assumptions	2,275	8,040	1,000	840	400	12,555
Pensions Grant		(9,097)	88	2,434	0	(6,575)
Employer contributions firefighter scheme/benefits paid LGPS scheme	(516)	(476)	(108)	(1,259)	(713)	(3,072)
<b>at 31 March</b>	<b>39,313</b>	<b>319,232</b>	<b>25,688</b>	<b>17,419</b>	<b>19,384</b>	<b>421,036</b>

	<b>Funded Liabilities (LGPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (FFPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (NFPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (FF CARE) 2017/18 £'000</b>	<b>Un-funded Liabilities (FFCS) 2017/18 £'000</b>	<b>TOTAL 2017/18 £'000</b>
<b>at 1 April</b>	<b>34,802</b>	<b>296,194</b>	<b>21,616</b>	<b>8,082</b>	<b>16,457</b>	<b>377,151</b>
Current Service Cost	1,137	1,660	280	3,280	100	<b>6,457</b>
Curtailment						
Past Service Cost (GMP indexation)		210				<b>210</b>
Interest Cost	903	7,760	580	270	440	<b>9,953</b>
Employee Contributions	232					<b>232</b>
<b>Remeasurement Gains and Losses</b>						
Experience (Gains) and Losses		380	(550)	(780)	2,600	<b>1,650</b>
Actuarial (Gains) and Losses arising on changes in demographic assumptions		(7,470)	(630)	(470)	(570)	<b>(9,140)</b>
Actuarial (Gains) and Losses arising on changes in financial assumptions	(1,621)	8,750	1,290	60	140	<b>8,619</b>
Pensions Grant		(7,521)	182	2,097		<b>(5,242)</b>
Employer contributions firefighter scheme/benefits paid LGPS scheme	(463)	(618)	(130)	(1,115)	(720)	<b>(3,046)</b>
<b>at 31 March</b>	<b>34,990</b>	<b>299,345</b>	<b>22,638</b>	<b>11,424</b>	<b>18,447</b>	<b>386,844</b>

76. Reconciliation of fair value of scheme assets:

	<b>Funded Assets (LGPS) 2017/18 £'000</b>	<b>Funded Assets (LGPS) 2018/19 £'000</b>
<b>Fair value at 1 April</b>	<b>21,432</b>	<b>23,433</b>
Interest Income	588	640
<b>Remeasurement gain/loss</b>		
Return on plan assets (excluding the amount included in the net interest expense)	253	290
Other (administration expenses)	(13)	(14)
Employer Contributions	1,404	545
Employee Contributions	232	242
Benefits Paid	(463)	(516)
<b>at 31 March</b>	<b>23,433</b>	<b>24,620</b>

77. The expected rate of return on assets (LGPS only) is based on market expectations, at the beginning of the period, for investment returns over the life of the entire life of the related obligation. The assumption used is the average of the assumptions shown in table 89 appropriate to the individual asset classes weighted by the proportion of the assets in the particular asset class as shown in table 90. Note that rates quoted are gross of expenses. The actual return on schemes' assets in the year was £0.871m (2017/18 £0.763m).

78. The objective of the Local Government Pension scheme is to keep employers' contributions at as constant a rate as possible. The Worcestershire County Council Pension Fund has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over the next 25 years. Funding levels are monitored on an annual basis. The triennial valuation was completed on 31 March 2019.
79. The Authority anticipates it will pay approximately £0.543m in contributions to the Local Government Pension scheme in 2019/20.
80. The Firefighter scheme employer contribution rates are set by the Home Office and the next revised rates are in place April 2019.
81. Expected employers' contributions for the firefighters' pension schemes in the year to 31 March 2020 are approximately £3.575m.
82. No adjustment has been made to the expected employer contributions to allow for the implications of the appeal relating to McCloud/Sargeant which reviews the lawfulness of the transitional protection arrangements, as it is not possible to assess the impact at this time.
83. Reconciliation of Movements in Net Pensions Liability:

	<b>Funded Liabilities (LGPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (FFPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (NFPS) 2018/19 £'000</b>	<b>Un-funded Liabilities (FF CARE) 2018/19 £'000</b>	<b>Un-funded Liabilities (FFCS) 2018/19 £'000</b>	<b>TOTAL 2018/19 £'000</b>
<b>at 1 April</b>	<b>11,557</b>	<b>299,345</b>	<b>22,638</b>	<b>11,424</b>	<b>18,447</b>	<b>363,411</b>
Current Service Cost	1,102	1,640	360	3,180	70	6,352
Past Service Cost	279	13,090	1,600			14,969
Employer Contributions	(545)	(476)	(108)	(1,259)	(713)	(3,101)
Pensions Grant		(9,097)	88	2,434	0	(6,575)
Administration Expenses	14					14
Interest on Liabilities	941	7,530	580	350	470	9,871
Interest on Assets	(640)					(640)
Net remeasurement gains and losses	1,985	7,200	530	1,290	1,110	12,115
<b>at 31 March</b>	<b>14,693</b>	<b>319,232</b>	<b>25,688</b>	<b>17,419</b>	<b>19,384</b>	<b>396,416</b>

	<b>Funded Liabilities (LGPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (FFPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (NFPS) 2017/18 £'000</b>	<b>Un-funded Liabilities (FF CARE) 2017/18 £'000</b>	<b>Un-funded Liabilities (FFCS) 2017/18 £'000</b>	<b>TOTAL 2017/18 £'000</b>
<b>at 1 April</b>	<b>13,370</b>	<b>296,194</b>	<b>21,616</b>	<b>8,082</b>	<b>16,457</b>	<b>355,719</b>
Current Service Cost	1,137	1,660	280	3,280	100	6,457
Past Service Cost (GMP Indexation)		210				210
Employer Contributions	(1,404)	(618)	(130)	(1,115)	(720)	(3,987)
Pensions Grant		(7,521)	182	2,097	0	(5,242)
Administration Expenses	13					13
Interest on Liabilities	903	7,760	580	270	440	9,953
Interest on Assets	(588)					(588)
Net remeasurement gains and losses	(1,874)	1,660	110	(1,190)	2,170	876
<b>at 31 March</b>	<b>11,557</b>	<b>299,345</b>	<b>22,638</b>	<b>11,424</b>	<b>18,447</b>	<b>363,411</b>

84. Scheme History

	<b>31-Mar 2014 £'000</b>	<b>31-Mar 2015 £'000</b>	<b>31-Mar 2016 £'000</b>	<b>31-Mar 2017 £'000</b>	<b>31-Mar 2018 £'000</b>	<b>31-Mar 2019 £'000</b>
<b>Present value of liabilities:</b>						
LGPS : Local Government Pension Scheme	21,561	27,387	28,399	34,802	34,990	39,313
FFPS : Firefighters' 1992 Scheme	250,351	278,842	247,905	296,194	299,345	319,232
NFPS : Firefighters' 2006 Scheme	13,131	24,466	14,462	21,616	22,638	25,688
FFCARE: Firefighters' 2015 Scheme			2,769	8,082	11,424	17,419
FFCS : Firefighters' Injury Scheme	25,903	16,458	15,697	16,457	18,447	19,384
	<b>310,946</b>	<b>347,153</b>	<b>309,232</b>	<b>377,151</b>	<b>386,844</b>	<b>421,036</b>
<b>Fair value of assets in the LGPS</b>	15,384	17,369	18,787	21,432	23,433	24,620
	<b>15,384</b>	<b>17,369</b>	<b>18,787</b>	<b>21,432</b>	<b>23,433</b>	<b>24,620</b>
<b>Net Liabilities of the scheme:</b>						
LGPS : Local Government Pension Scheme	6,177	10,018	9,612	13,370	11,557	14,692
FFPS : Firefighters' 1992 Scheme	250,351	278,842	247,905	296,194	299,345	319,232
NFPS : Firefighters' 2006 Scheme	13,131	24,466	14,462	21,616	22,638	25,688
FFCARE: Firefighters' 2015 Scheme			2,769	8,082	11,424	17,419
FFCS : Firefighters' Injury Scheme	25,903	16,458	15,697	16,457	18,447	19,384
<b>Total</b>	<b>295,562</b>	<b>329,784</b>	<b>290,445</b>	<b>355,719</b>	<b>363,411</b>	<b>396,416</b>

85. The liabilities show the underlying commitments that the Authority has in the long run to pay retirement benefits. The total liability of £396.416m has a substantial impact on the net worth of the Authority as recorded in the Balance Sheet, resulting in a negative overall balance of £341.344m.

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

- The deficit on the LGPS will be made good by contributions over the remaining working life of employees, as assessed by the scheme actuary.
- Finance is only required to be raised to cover Firefighters' pensions when the pension is actually paid.

Basis for Estimating Liabilities

87. Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc.

88. Estimates for the LGPS have been made by Mercer Human Resource Consulting Ltd (an independent firm of actuaries), and for the firefighters' schemes by GAD, the Government Actuary's Department.

89. The principal assumptions used by the Actuaries are shown overleaf:

	LGPS 2018/19	FFPS 2018/19	NFPS 2018/19	FFCARE 2018/19	FFCS 2018/19
<b>Mortality assumptions:</b>					
<b>Longevity at 65 for current pensioners</b>					
Male	22.8	22.0	22.0	22.0	22.0
Female	25.8	22.0	22.0	22.0	22.0
<b>Longevity at 65 for future pensioners</b>					
Male	25.1	23.9	23.9	23.9	23.9
Female	28.2	23.9	23.9	23.9	23.9
Rate of inflation (CPI)	2.10%	2.35%	2.35%	2.35%	2.35%
Short term rate of increase in salaries	n/a	1.00%	1.00%	1.00%	1.00%
Long term rate of increase in salaries	n/a	4.35%	4.35%	4.35%	4.35%
Rate of increase in salaries	3.7%	n/a	n/a	n/a	n/a
Rate of CARE revaluation	n/a	4.35%	4.35%	4.35%	4.35%
Rate of increase in pensions	2.30%	2.35%	2.35%	2.35%	2.35%
Rate for discounting scheme liabilities	2.50%	2.45%	2.45%	2.45%	2.45%
<b>Take-up of option to convert annual pension into retirement lump sum:</b>					
take maximum cash	50%	n/a	n/a	n/a	n/a
take 3/80ths cash	50%	n/a	n/a	n/a	n/a

	LGPS 2017/18	FFPS 2017/18	NFPS 2017/18	FFCARE 2017/18	FFCS 2017/18
<b>Mortality assumptions:</b>					
<b>Longevity at 65 for current pensioners</b>					
Male	22.7	21.9	21.9	21.9	21.9
Female	25.7	21.9	21.9	21.9	21.9
<b>Longevity at 65 for future pensioners</b>					
Male	24.9	23.9	23.9	23.9	23.9
Female	28.0	23.9	23.9	23.9	23.9
Rate of inflation (CPI)	2.10%	2.30%	2.30%	2.30%	2.30%
Short term rate of increase in salaries	n/a	1.00%	1.00%	1.00%	1.00%
Long term rate of increase in salaries	n/a	4.30%	4.30%	4.30%	4.30%
Rate of increase in salaries	3.6%	n/a	n/a	n/a	n/a
Rate of CARE revaluation	n/a	4.30%	4.30%	4.30%	4.30%
Rate of increase in pensions	2.20%	2.30%	2.30%	2.30%	2.30%
Rate for discounting scheme liabilities	2.70%	2.55%	2.55%	2.55%	2.55%
<b>Take-up of option to convert annual pension into retirement lump sum:</b>					
take maximum cash	50%	n/a	n/a	n/a	n/a
take 3/80ths cash	50%	n/a	n/a	n/a	n/a

90. The Firefighters' schemes have no assets to cover their liabilities. The LGPS assets consist of the following categories by proportion of the total assets held – shown in the following table.

Asset Category	Sub Category	31-Mar-18	31-Mar-19
Equities	UK Quoted	0.4%	0.2%
	Overseas Quoted	28.6%	26.4%
	UK Managed Funds	24.5%	13.4%
	UK Managed Funds – Overseas Equities)	32.9%	31.9%
Bonds	UK Corporate	0.4%	0.3%
	Overseas Corporate	4.4%	4.6%
	UK Government Fixed	0.0%	8.1%
Property	European Property Funds	2.5%	2.6%
	UK Property Debt	0.8%	0.9%
	Overseas Property Debt	0.5%	0.6%
	UK Property Funds	0.4%	2.2%
Alternatives	UK Infrastructure	3.4%	3.6%
	European Infrastructure	0.0%	1.9%
	US Infrastructure	0.0%	0.3%
	US Stock Options	0.0%	0.7%
Cash	Cash Instruments	0.3%	0.4%
	Cash Accounts	0.6%	0.8%
	Net Current Assets	0.3%	1.1%
<b>Total</b>		<b>100.0%</b>	<b>100.0%</b>

### Injury Awards

91. The level of injury awards payable to eligible members is dependent on the salary, service and also degree of disablement of the member at the time the injury is incurred. Therefore, in line with IFRS Code of Practice, the assumption that such awards are “not usually subject to the same degree of uncertainty as the measurement of post-employment benefits” can be rebutted and injury awards are therefore accounted for, under IAS19, in the same manner as for the main pension scheme benefits.

### **Useable Reserves**

92. Movements in the Authority’s usable reserves are summarised in the Movement in Reserves Statement and Notes and are described below:

	31-Mar-18 £'000	31-Mar-19 £'000
General Fund	1,838	1,838
Earmarked Reserves	12,348	12,768
Unapplied Grants	4,095	1,052
Capital Receipts Reserve	2,327	2,327
	<b>20,608</b>	<b>17,985</b>

93. General Fund Balance

	2017/18 £'000	2018/19 £'000
<b>Balance at 01 April</b>	<b>1,838</b>	<b>1,838</b>
Transfers from CIES	0	0
<b>Balance at 31 March</b>	<b>1,838</b>	<b>1,838</b>

### Earmarked Reserves

94. Earmarked revenue reserves are held for a variety of purposes, the nature and value of these is outlined below:

- **Equipment Reserve** – To fund additional equipment required within the service, when it falls due, (in particular cutting gear, mobile data terminals and fire-ground radios) as well as allowing investment in new equipment on an “invest to save” basis.
- **ESMCP Reserve** – to fund the costs associated with the implementation of the new national radio/communications system as and when the delayed project requires.
- **C&C Reserve** – to fund the cyclical upgrade/replacement of the mobilising system. The current system was largely funded by specific government grant.
- **RPE Reserve** – To fund the future costs of replacing Respiratory Protective Equipment (RPE)
- **ICT Reserve** – to fund the approved extension of mobile working that has been delayed due to staffing resource constraints. This work is now due to take place in 2019/20.
- **Property Maintenance Reserve** – to be utilised in future years to ensure the completion of planned station maintenance.
- **YFA Reserve** – Held for the Young Firefighters’ Association to smooth annual expenditure.
- **Pay Award Reserve** – this reserve is held to fund the balance of the 2017/18 pay award when the increase has finally been confirmed.
- **Pension Tribunal Reserve** – to meet the potential costs of HMRC challenge relating to employment of Fire fighters on the retained fire fighter duty system who had retired from whole time posts before reaching the age of 55.
- **Grant Phasing Reserve** – this reserve will be used to smooth the effect of the front loading of the grant reductions over the MTFP period
- **Budget Reduction Reserve** – this reserve is being used as part of the MTFP to fund the short term costs to implement the measures necessary to achieve long term sustained budget reductions.
- **Pensions Reserve** – To meet the potential back cost of any matters arising from pensions and includes provision for additional 2019/20 costs
- **Operational Activity Reserve** – To fund exceptional activity costs arising from spate conditions eg prolonged fires in the Malvern Hills or flooding,
- **New Dimensions Reserve** – planned to be used to create additional training facilities and fund exercises in respect of New Dimensions.
- **Development Reserve** – To provide funding for capacity building or “invest to save” type initiatives to prepare for future grant reductions.
- **Insurance Reserve** – This reserve is created to fund the excess on any long-tail claims.

95. A summary of movements is shown below.

	<b>Balance at 31-Mar-18 £'000</b>	Trans to General Fund £'000	Trans from General Fund £'000	<b>Balance at 31-Mar-19 £'000</b>
Equipment Reserve	1,088	(627)		461
ESMCP Reserve	1,599			1,599
C & C Reserve	1,267			1,267
RPE Reserve	1,000			1,000
ICT Reserve	33			33
Property Maintenance Reserve	872	(97)		775
YFA Reserve	17			17
Pay Award Reserve	267		285	552
Pensions Tribunal Reserve	400			400
Broadway Reserve	0		750	750
	<b>6,543</b>	<b>(724)</b>	<b>1,035</b>	<b>6,854</b>
Grant Phasing Reserve	386			386
Budget Reduction Reserve	3,575		158	3,733
	<b>3,961</b>		<b>158</b>	<b>4,119</b>
Pensions Reserve	422		75	497
Operational Activity Reserve	600			600
New Dimensions Reserve	381			381
Development Reserve	311	(124)		187
Insurance Reserve	130			130
	<b>1,844</b>	<b>(124)</b>	<b>75</b>	<b>1,795</b>
	<b>12,348</b>	<b>(848)</b>	<b>1,268</b>	<b>12,768</b>

96. The comparative movements for 2017/18 are summarised below:

	<b>Balance at 31-Mar-17 £'000</b>	Trans to General Fund £'000	Trans from General Fund £'000	<b>Transfer Between Reserves £'000</b>	<b>Balance at 31-Mar-18 £'000</b>
Equipment Reserve	1,373	(285)			1,088
ESMCP Reserve	1,291		308		1,599
C & C Reserve	1,267				1,267
RPE Reserve	1,000				1,000
ICT Reserve	33				33
Property Maintenance Reserve	213		659		872
YFA Reserve	17				17
Pay Award Reserve	0		267		267
Pensions Tribunal Reserve	400				400
	<b>5,594</b>	<b>(285)</b>	<b>1,234</b>	<b>0</b>	<b>6,543</b>
Grant Phasing Reserve	960	(574)			386
NNDR Reserve	46	(45)		(1)	0
Budget Reduction Reserve	3,063		511	1	3,575
	<b>4,069</b>	<b>(619)</b>	<b>511</b>	<b>0</b>	<b>3,961</b>
Pensions Reserve	422				422
Operational Activity Reserve	600				600
New Dimensions Reserve	381				381
Development Reserve	311				311
Insurance Reserve	130				130
	<b>1,844</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,844</b>
	<b>11,507</b>	<b>(904)</b>	<b>1,745</b>	<b>0</b>	<b>12,348</b>

97. Unapplied Grant

	<b>Formula Capital Grant £'000</b>	<b>Control Rooms Funding £'000</b>	<b>Hereford Hub Contribution £'000</b>	<b>Transform ation Grant £'000</b>	<b>TOTAL £'000</b>
<b>Balance at 31 March 2017</b>	<b>904</b>	<b>27</b>	<b>0</b>	<b>4,270</b>	<b>5,201</b>
Grant Received in year			88		<b>88</b>
Used to Finance Capital Expenditure in 2017/18		(27)		(1,166)	<b>(1,193)</b>
<b>Balance at 31 March 2018</b>	<b>904</b>	<b>0</b>	<b>88</b>	<b>3,104</b>	<b>4,096</b>
Grant Received in year					
Used to Finance Capital Expenditure in 2018/19			(84)	(2,960)	<b>(3,044)</b>
<b>Balance at 31 March 2019</b>	<b>904</b>	<b>0</b>	<b>4</b>	<b>144</b>	<b>1,052</b>

98. Capital Receipts

	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
<b>Balance at 01 April</b>	<b>2,060</b>	<b>2,327</b>
Net Proceeds from sale of fixed assets	267	174
Used to Finance Capital Expenditure	0	(174)
<b>Balance at 31 March</b>	<b>2,327</b>	<b>2,327</b>

99. **Unusable Reserves**

	<b>31-Mar-18 £'000</b>	<b>31-Mar-19 £'000</b>
Revaluation Reserve	13,043	12,982
Capital Adjustment Account	23,222	24,327
Pensions Reserve	(364,021)	(396,726)
Collection Fund Adjustment Account	208	177
Accumulated Absences Adjustment Account	(195)	(203)
Lease Income Adjustment Account	0	114
	<b>(327,743)</b>	<b>(359,329)</b>

Revaluation Reserve

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

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

101. The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created. Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account.

	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
<b>Balance at 1 April</b>	<b>7,731</b>	<b>13,043</b>
Upward revaluation of assets	5,852	701
Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	(189)	(547)
<b>Surplus or deficit on revaluation of non-current assets not posted to the Surplus/Deficit on the Provision of Services</b>	<b>13,394</b>	<b>13,197</b>
Difference between fair value depreciation and historical cost depreciation	(128)	(215)
Accumulated gains on assets sold	(223)	0
Accumulated gains on assets derecognised		
Amounts written off to the Capital Adjustment Account		
<b>Balance at 31 March</b>	<b>13,043</b>	<b>12,982</b>

### Capital Adjustment Account

102. The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Authority as finance for the costs of acquisition, construction and enhancement.
103. The Account contains accumulated gains and losses on Investment Properties and gains recognised as donated assets that have yet to be consumed by the Authority.
104. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.
105. The table below provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

	2017/18 £'000	2018/19 £'000
<b>Balance at 1 April</b>	<b>19,879</b>	<b>23,222</b>
<ul style="list-style-type: none"> <li>• Charges for depreciation and impairment of non-current assets</li> <li>• Revaluation gains/(losses) on Property, Plant and Equipment</li> <li>• Revaluation gains/(losses) on current assets held for sale</li> <li>• Amortisation of intangible assets</li> <li>• Amounts of current assets (assets held for sale) written off on Disposal or sale as part of the gain/loss on disposal in the Comprehensive Income and Expenditure Statement</li> <li>• Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal in the Comprehensive Income and Expenditure Statement</li> </ul>	(1,921) 1,547 197 (74) 40 (2)	(2,559) (245) 0 (79) 0 (100)
	<b>19,666</b>	<b>20,239</b>
<ul style="list-style-type: none"> <li>• Adjusting amounts written out to the Revaluation Reserve - <i>difference in depreciation on historical &amp; current cost basis</i></li> </ul>	128	215
	<b>19,794</b>	<b>20,454</b>
<u>Capital financing applied in the year:</u>		
<ul style="list-style-type: none"> <li>• Use of the Capital Receipts Reserve to finance new capital expenditure</li> <li>• Capital Grants and contributions debited to the Comprehensive Income and Expenditure Statement that have been charged Against Revenue Expenditure Funded from Capital Under Statute</li> <li>• Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing</li> <li>• Statutory provision for the financing of capital investment charged against the General Fund balance.</li> <li>• Capital expenditure charged against the General Fund balance</li> </ul>	0 0 1,194 1,476 758	174 (1,370) 3,044 1,365 660
<b>Balance at 31 March</b>	<b>23,222</b>	<b>24,327</b>

### Pensions Reserve

106. 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.
107. The Authority accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing for years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed, as the Authority makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

	2017/18 £'000	2018/19 £'000
<b>Balance at 1 April</b>	<b>355,719</b>	<b>364,021</b>
Actuarial gains or losses on pensions assets & liabilities	876	12,115
Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services the CIES	10,803	23,990
Employer's pensions contributions and direct payments to pensioners payable in the year	(3,377)	(3,400)
<b>Balance at 31 March</b>	<b>364,021</b>	<b>396,726</b>

#### Collection Fund Adjustment Account

108. The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax and non-domestic rates income in the Comprehensive Income and Expenditure Statement as it falls due from council tax payers and business rate payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund.

	2017/18 £'000	2018/19 £'000
<b>Balance at 1 April</b>	<b>330</b>	<b>208</b>
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements:		
Council Tax	(124)	46
Non-Domestic Rates	2	(77)
<b>Balance at 31 March</b>	<b>208</b>	<b>177</b>

#### Accumulated Absences Account

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

	2017/18 £'000	2018/19 £'000
<b>Balance at 1 April</b>	<b>(194)</b>	<b>(195)</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 provisions	(1)	(8)
<b>Balance at 31 March</b>	<b>(195)</b>	<b>(203)</b>

#### Lease Income Adjustment Account

110. The Lease Income Adjustment Account manages the differences arising from the recognition of lease income in the Comprehensive Income and Expenditure Statement as it falls due from lessors compared with the statutory accounting arrangements.

	<b>2018/19 £'000</b>
<b>Balance at 1 April</b>	<b>0</b>
Amount by which lease income credited to the Comprehensive Income and Expenditure Statement is different from lease income calculated for the year in accordance with statutory requirements:	114
<b>Balance at 31 March</b>	<b>114</b>

### Provision - NNDR Appeals Provision

111. This is a provision to reflect the authority's share of the appeals made by NNDR payers at billing authorities.

	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
<b>Balance at 1 April</b>	<b>243</b>	<b>308</b>
Transfer from CIES	65	85
<b>Balance at 31 March</b>	<b>308</b>	<b>393</b>

### Contingent Liabilities

#### Pension Tribunal

112. A Pension Tribunal Reserve has been set up following a dispute between HMRC and several Fire Authorities regarding the interpretation of continued RDS service as re-engagement of Fire fighters following retirement, and the decision to take a pension before reaching the age of 55, without taking a break in service.
113. Following guidance obtained from the Authority's Pension Advisors, it had been determined that the Authority faces no additional liability for taxation liability for these pensions, as the Fire fighters cannot have not been re-employed by the Authority, as they were already contractually employed as retained Fire fighters. As the Fire Authority believes that there is no liability, no accrual has been included with the financial statements. However, a reserve has been set up to cover potential claims if HMRC are proved to be correct, and to meet the costs of any potential tribunal challenge if they are not.
114. As a result of the "Norman v Cheshire" case the Authority has reviewed all allowances and contractual arrangements to determine whether any of the principles apply to our staff. Initial indications, which are yet to be fully recognised and accepted, is that there are costs which arise from back-dating this ruling. At the Balance Sheet date the calculation is not certain enough to create a provision and remains as a contingent liability. It is likely that the process will be concluded in 2019/20 and that the costs will not be material.

#### Pay Award

115. The Pay Award Reserve has been set up because the service is subject to nationally agreed pay awards for uniformed staff. An initial offer was made in July 2017, but this was subsequently rejected by the employees side, so the pay offer technically remains open. This reserve will fund the back dated cost of the pay rise when agreement has been reached.

## Protected Pension Age of Fire-fighters

116. The Authority and HMRC have different views on the interpretation of the rules regarding Protected Pension Age of fire-fighters who retired from their whole-time role whilst continuing in an On-Call (RDS) capacity. This is currently part of a long-running national issue and may involve the Authority in an HMRC Tribunal. If the HMRC view prevails the Authority may face a potential liability. Although the risk is covered by an earmarked reserve, the Authority's view is that it will have no liability.

## Impact of UK Withdrawal from European Union on the Pension Fund

117. An additional valuation has been undertaken by the LGPS Pension Scheme Actuaries (Mercers), to assess the impact of UK withdrawal from the European Union on the pension fund balances. This valuation has identified a potential risk that the value of the scheme assets could reduce following its implementation by 2.5% of its current value (£357,000)
118. No additional valuation has been required for the Firefighter pension schemes, because of the nature of the scheme which does not have any assets.

## Specific Government Grants

119. The following grants are included as income within the CIES on page 24

	2017/18 £'000	2018/19 £'000
Fire Revenue Grant - New Dimensions/Firelink	1,165	1,176
ESMCP Control Room Grant	308	0
Service and Maintenance Grant	108	8
	<b>1,581</b>	<b>1,184</b>

## Cashflow Statement – Operating Activities

120. The surplus or deficit on the provision of services has been adjusted for the following non-cash movements

	2017/18 £'000	2018/19 £'000
Depreciation	(1,921)	(2,559)
Downward revaluations	1,744	(245)
Amortisations	(74)	(79)
Increase/decrease in creditors	93	308
Increase/decrease in debtors	247	601
Increase/decrease in inventories	(3)	29
Movement in pensions liability	(6,816)	(20,890)
Carrying amount of non-current assets sold or derecognised	(2)	(99)
Other non-cash items charged to the net surplus or deficit on the provision of services	(247)	(86)
	<b>(6,979)</b>	<b>(23,020)</b>

121. The net surplus or deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

	2017/18 £'000	2018/19 £'000
Receipt of Capital grant	88	0
Proceeds of sales of Property, Plant & Equipment – Capital Receipts	267	174
	<b>355</b>	<b>174</b>

The cashflows for operating activities include the following items:

	2017/18 £'000	2018/19 £'000
Interest Paid	(520)	(490)
Interest Received	39	57
	<b>(481)</b>	<b>(433)</b>

#### 122. Cashflow Statement – Investing Activities

	2017/18 £'000	2018/19 £'000
Purchase of Property, Plant & Equipment	2,262	6,500
Capital Grants received	(88)	0
Proceeds of sales of Property Plant & Equipment - Capital Receipts	(267)	(174)
	<b>1,907</b>	<b>6,326</b>

#### 123. Cashflow Statement – Financing Activities

	2017/18 £'000	2018/19 £'000
Long Term Loans Repaid	1,500	500
	<b>1,500</b>	<b>500</b>

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

124. The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority about the future or that are otherwise uncertain. Estimates are made based on past experience, current trends and other relevant factors. As some balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.
125. The items in the balance sheet at 31 March 2019 for which there is a significant risk of material adjustment in the forthcoming financial year are set out below. The list does not include items which are carried at fair value based on recently observed market prices, such as land and buildings, for which the Authority relies on independent advice from specialist valuers.
126. Action has been taken by HMRC in other Fire Authorities, which relates to the retirement of whole time firefighters before reaching the age of 55, if they remain employed as Firefighters on the Retained Duty System. HMRC are stating that the individual loses their protected status for tax exemption as they have been re-employed. However, guidance has been sought from the Authority's Pension Advisors who have determined that the employee has not broken their service and so have not been re-employed. A reserve has

been set up to cover any potential losses or costs that could arise in relation to this.

127. The Actuaries have provided an assessment of the effect of changes in the assumptions used in estimating the pension and assets included in the Accounts according to the requirements of IAS19.

- There are a range of actuarial assumptions which is acceptable under IAS19, particularly in respect of expected salary increases and demographic factors. The assumptions made are the responsibility of the Authority, after taking the advice of the Actuaries. There are risks and uncertainties associated with whatever assumptions are adopted, as the assumptions are effectively projections of future investment returns and demographic experience many years into the future. Inevitably this involves a great deal of uncertainty about what constitutes a “best estimate” under IAS19. The Actuaries interpret this as meaning that the proposed assumptions are neutral, i.e. there is an equal chance of actual experience being better or worse than the assumptions used.
- The assumptions used are largely prescribed and reflect market conditions at 31 March 2019. Changes in market conditions can have a significant effect on the value of liabilities reported. For example, a reduction in the net discount rate will increase the assessed value of liabilities as a higher value is placed on benefits paid in the future. The effect of changes in financial assumptions made by the relevant Actuary is shown in the table.
- With regard to the LGPS, it is also relevant to note that IAS19 requires the discount to be set with reference to the yields on high quality corporate bonds irrespective of the actual investment strategy of the Fund. Therefore the balance sheet position may change significantly due to relative changes in the equity and AA corporate bond markets at the reporting date.

128. Approximate increase in Net Liability

<b>Change in financial assumptions 2018/19 : 1992 Firefighters' Scheme</b>		
	<b>£'000</b>	<b>%</b>
0.5% Decrease in rate of discounting scheme liabilities	27,550	9.0%
0.5% Increase in rate of salaries	3,061	1.0%
0.5% increase in rate of pensions/deferred revaluation	22,958	7.5%
Life Expectancy: each pensioner subject to longevity of an individual 1 further year younger than assumed	7,653	2.5%

<b>Change in financial assumptions 2018/19 : 2006 Firefighters' Schemes</b>		
	<b>£'000</b>	<b>%</b>
0.5% Decrease in rate of discounting scheme liabilities	3,731	15.5%
0.5% Increase in rate of salaries	1,444	6.0%
0.5% increase in rate of pensions/deferred revaluation	2,287	9.5%
Life Expectancy: each pensioner subject to longevity of an individual 1 further year younger than assumed	602	2.5%

<b>Change in financial assumptions 2018/19 : 2015 Firefighters' Schemes</b>		
	<b>£'000</b>	<b>%</b>
0.5% Decrease in rate of discounting scheme liabilities	2,871	16.5%
0.5% Increase in rate of salaries	1,218	7.0%

0.5% increase in rate of pensions/deferred revaluation	1,653	9.5%
Life Expectancy: each pensioner subject to longevity of an individual 1 further year younger than assumed	435	2.5%

<b>Change in financial assumptions 2018/19 : LGPS</b>		
	<b>£'000</b>	<b>%</b>
0.1% Increase in real discount rate	(733)	(5.1%)
0.1% Increase in rate of increase in salaries	114	0.8%
1 Year Increase in Member Life Expectancy	700	4.8%

### Property, Plant and Equipment

129. Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Authority will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.
130. If the useful life of assets is reduced, depreciation increases and the carrying amount of the asset falls. It is estimated that the annual depreciation charge for buildings would increase by approximately £9,000 for every year that useful lives had to be reduced.

### **Critical Judgements in Applying Accounting Policies**

131. In applying the accounting policies set out previously in this document, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:
132. There is a high degree of uncertainty about future levels of funding for local government. However, the Authority has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Authority might be significantly impaired as a result of a need to close facilities and reduce levels of service provision.
133. Following the refusal by the Supreme Court, to grant permission for the Government's request to appeal against the Court of Appeal's decision in the cases of McCloud and Sargeant, an additional review of the pension liability was undertaken on both the Fire Fighters' and Local Government Pension Schemes. The exact remedy has not been agreed by the employment tribunal but it is possible to estimate what position individuals would have been in had the transition arrangements (which are now deemed discriminatory) not applied. This recalculation undertaken by the Pension Actuaries has provided a funding figure based on one possible solution to the back funding position of the pension. However, a different solution would result in a different funding figure. At this time it is not possible to quantify this position.

### **Kings Court EMC Ltd**

134. The Authority is a member of Kings Court EMC Ltd, which manages ground maintenance on the common areas of the office site, at Kings Court, Charles Hastings Way, Worcester, which is owned by the Fire Authority to realise rental income. The company is one that is limited by guarantee, for which the maximum liability to the Authority is £1. The turnover of the company for

2018/19 is estimated at £15,000 (2017/18 £15,632), and the Authority has appointed the Director of Finance (Treasurer) as its (unpaid) director.

### **LGPS Pension Liability Prepayment**

135. As part of the triennial revaluation of the Worcestershire Pension Fund (LGPS), the Fire Authority has a liability to make lump sum contributions to the previous deficit relating to prior years in 2017/18, 2018/19 and 2019/20 totalling £960k. In April 2017 the Authority paid the 2017/18 and prepaid the liability for 2018/19 and 2019/20 to secure a discount of £60k in the liability.

## SUPPLEMENTARY FINANCIAL STATEMENT

### Firefighters' Pension fund

1. Since 2006/07 Firefighters' pensions are paid out of a separate account into which the employee's contributions and an employer's contribution are paid. Any deficit on this account is made up by direct government grant.
2. A detailed explanation of the schemes can be found on pages 49-50, but although they are all statutory, national un-funded defined benefit schemes, they are administered locally by each Authority.
3. The financial arrangements for the schemes were established under the Firefighters' Pension Scheme (Amendment) (England) Order 2006.
4. The employer's contribution is borne by the General Fund for Council Tax Precept setting purposes.
5. Employees' and employers' contribution levels are based on percentages of pensionable pay set nationally by Home Office and subject to triennial revaluation by the Government Actuary's Department.
6. In accordance with the requirements of IAS19 the employer's contribution is replaced by the current service cost of pensions in the CIES, and reversed out again in the MiRS.
7. Although the scheme remains an un-funded one, Government has determined that this account is deemed a Pension Fund separate from the income and expenditure account and is thus reported on separately. As an un-funded scheme there are no assets and the difference between income and expenditure is met by the direct government grant.
8. The accounts are prepared in accordance with the same Code of Practice and accounting policies as outlined in the Statement of Accounting Policies set out on pages 15-24.
9. Any Government grant payable is paid in two instalments, 80% of the estimated annual amount at the start of the year, and the actual balance paid following completion of the accounts for the year.
10. The following Statement shows the income and expenditure for the year. It does not take account of liabilities to pay pensions and other benefits after the year end. These are calculated in accordance with IAS 19 and are included in the Balance Sheet on page 29 and detailed in the Notes to the Core Financial Statements on pages 49-58.

## Firefighters' Pension Fund Account

	2017/18 £'000	2018/19 £'000
<b>Contributions receivable</b>		
Fire & Rescue Authority		
Contributions in relation to pensionable pay	(1,832)	(1,834)
Other	(30)	(9)
Firefighters' Contributions	(1,481)	(1,507)
	<b>(3,343)</b>	<b>(3,350)</b>
Transfers in from other schemes	(81)	(104)
<b>Benefits Payable</b>		
Pensions	7,169	7,597
Commutations & lump sum retirement benefits	1,366	2,427
<b>Other Payments to Scheme Members</b>		
Refund of Firefighters' Contributions	7	0
<b>Payments to and on account of leavers</b>		
Transfers out to other schemes	124	5
<b>Net amount payable for the year</b>	<b>5,242</b>	<b>6,575</b>
<b>Top-up grant payable by government</b>	<b>(5,242)</b>	<b>(6,575)</b>
<b>Backdated Commutation Grant Payable by Government</b>		
<b>Firefighters' Contribution Holiday Grant Payable by Government</b>		
	<b>0</b>	<b>0</b>

## Firefighters' Pension Fund Statement of Net Assets

The following balances are held in relation to the Pensions Fund.

	31-Mar-18 £'000	31-Mar-19 £'000
<b>Current Assets</b>		
Debtors		
Employer Contributions Due	110	113
Employee Contributions Due	97	104
Top Up receivable from the government	1,669	2,067
Prepayments		
Pensions paid in advance	608	644
Creditors		
Amounts due to General Fund	(2,484)	(2,928)
	<b>0</b>	<b>0</b>

**Restated Disclosure**

It has been necessary to restate the 2017/18 comparable figures in the Comprehensive Income and Expenditure Statement and the related entries in the Expenditure and Funding Analysis. The amendment has been made to correct the subjective analysis relating to the New Dimensions Grant, which had been incorrectly classified as employee costs rather than running costs.

**COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT**

	2017/18				2017/18 (restated)		
	Gross Expd £'000	Gross Income £'000	Net Expd £'000	Adj £'000	Gross Expd £'000	Gross Income £'000	Net Expd £'000
<b>Gross Expenditure, Gross Income and Net Expenditure on Continuing Operations</b>							
Employee Costs	25,466	(1,251)	<b>24,215</b>	(1,223)	24,243	(1,251)	<b>22,992</b>
Running Costs	6,841	(733)	<b>6,108</b>	1,223	8,064	(733)	<b>7,331</b>
Capital Financing	661		<b>661</b>		661		<b>661</b>
<b>Cost of Services</b>	<b>32,968</b>	<b>(1,984)</b>	<b>30,984</b>	<b>0</b>	<b>32,968</b>	<b>(1,984)</b>	<b>30,984</b>

136. Expenditure and Funding Analysis (extract) – 2017/18

	Net Expd on General Fund Mngt Accts	Re-Allocation Note 2	Adj	Net Expd on General Fund CIES Format (restated)	Adjustments Between Funding and Accounting Note	Net Expd in the CIES (restated)
	£m	£m	£m	£m	£m	£m
<b>Employee Costs</b>	<b>20.837</b>	0.088	(1.223)	<b>19.702</b>	3.290	<b>22.992</b>
<b>Running Costs</b>	<b>7.583</b>	(1.475)	1.223	<b>7.331</b>	0.000	<b>7.331</b>
Capital Financing	<b>2.924</b>	(0.477)		<b>2.447</b>	(1.786)	<b>0.661</b>
Excess Staff (net)	<b>0.191</b>	(0.191)		<b>0.000</b>	0.000	<b>0.000</b>
<b>Net Cost of Services</b>	<b>31.535</b>	(2.055)	<b>0</b>	<b>29.480</b>	1.504	<b>30.984</b>

2 Note to the Expenditure and Funding Analysis (extract) – 2017/18

Budget allocations for management purposes do not exactly follow the Code in respect of the distinction between the Net Cost of Services and the total Cost for the provision of services. This table analyses the difference between the 2017/18 management account format and the CIES format.

	Excess Staff (Net)	Other Employee Costs	Interests	Special Grants	Special Grants Adj	Total Adj (Restated)
	£m	£m	£m	£m	£m	£m
Employee Costs	0.191	(0.103)			(1.223)	(1.135)
Running Costs		0.103		(1.578)	1.223	(0.252)
Capital Financing			(0.477)			(0.477)
Excess Staff (net)	(0.191)					(0.191)
	<b>0.000</b>	<b>0.000</b>	<b>(0.477)</b>	<b>(1.578)</b>	<b>0</b>	<b>(2.055)</b>
Income			0.477	1.578		2.055
	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

## ANNUAL GOVERNANCE STATEMENT 2018/19

### 1. Scope of Responsibility

- 1.1 The Fire Authority (the Authority) has a statutory responsibility to ensure that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for. To do this the Authority must ensure that proper arrangements exist for the governance of its affairs. This includes maintaining a sound system of internal control and ensuring that robust arrangements for the management of risk are in place.

### 2. The Purpose of the Governance Framework

- 2.1 Governance is about how the Authority ensures that it is doing the right thing, in the right way for the right people in a timely, inclusive, open, honest and accountable manner. It comprises the systems and processes, cultures and values, by which the Authority is directed and controlled and through which it accounts to and engages with its communities.
- 2.2 The system of internal control is designed to manage risk to a reasonable level (rather than to eliminate all risk). The Authority maintains a sound system to protect against risks and mitigate their impact. The systems are regularly reviewed and updated.

### 3. Key Elements of the Governance Framework and Internal Control System

- 3.1 The Authority has adopted a Code of Corporate Governance, which sets out how the Authority promotes good governance. A copy of the code is available at [hwfire.cmis.uk.com/hwfire/Documents/DocumentLibrary.aspx](http://hwfire.cmis.uk.com/hwfire/Documents/DocumentLibrary.aspx) or may be obtained from Hereford & Worcester Fire Authority Headquarters, Hindlip Park, Worcester, WR3 8SP.
- 3.2 The Authority has the following protocols and processes in place which demonstrate the core principles as required by the CIPFA/SOLACE Delivering Good Governance in Local Government Framework 2016:

#### **Core Principle A: Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law is demonstrated through:**

- **Members' Code of Conduct and Registers of Interests** – a local Code of Conduct for all Members has been agreed by the Authority and a Register of Financial Interests for each Member has been reviewed and published on the Authority's website.
- **Ethical Framework** - reflects the Authority's commitment to always operating fairly and ensuring dignity and respect in the workplace and in the communities we serve, in an environment which values individual contributions and work towards the elimination of unlawful discrimination.
- **Code of Conduct for Staff and Register of Staff Interests** - requires employees to perform their duties with honesty, integrity, impartiality and objectivity.
- **Whistleblowing Policy** - in place for receiving and investigating complaints from staff and/or contractors.
- **Complaints Systems** - in place for receiving and investigating complaints from the public. A procedure is also in place for complaints relating to alleged breaches of the Code of Conduct by Members.

- **Anti-Fraud, Bribery and Corruption Policy** – the Authority has a zero tolerance approach to fraud, bribery and corruption, whether it is attempted from inside or outside the organisation.
- **Monitoring Officer** - provides advice on the scope of the powers and responsibilities of the Authority. The Monitoring Officer has a statutory duty to ensure lawfulness and fairness of decision making and also to receive allegations of breaches of the Code of Conduct by Authority Members. The Head of Legal Services acts as the Authority's Monitoring Officer and is governed by the professional standards set by the Solicitors' Regulation Authority.

**Core Principle B: Ensuring openness and comprehensive stakeholder engagement demonstrated through:**

- **Public Participation at Authority meetings** – members of the public can raise any topic at full Authority meetings as long as it is relevant to the duties and power of the Fire Authority.
- **Fire Station Open Days and public events** – facilitates engagement with the public with regards to the services we provide.
- **Active engagement with partners** – the Authority is represented on Local Strategic Partnerships, the Safer Roads Partnership and local Community Safety Partnerships. The Authority has also worked closely with West Mercia Police with regards to sharing buildings, such as the Operational Command Centre, has moved its headquarters to Hindlip Park (West Mercia Police HQ), and has set up a strategic alliance with Shropshire Fire and Rescue Service.

**Core Principle C: Defining outcomes in terms of sustainable economic, social and environmental benefits demonstrated through:**

- **Fire Authority Annual Report 2018/19** (Corporate Plan) - incorporates the annual performance of the Authority, the future outlook and objectives for the forthcoming year.
- **Community Risk Management Plan 2014-2020** – sets out how we will deliver sustainable services for our communities.
- **2020 Vision Programme** – a programme of major projects identified as being critical to the success of the organisation because they ensure its on-going resilience in the coming years. The projects in the programme include new fire stations, the roll out of vital new technology upgrades as part of national projects, and pivotal work with local partner organisations.
- **Fleet Strategy 2016-2021** – provides a structured approach to vehicle management that ensures the Authority continues to provide and maintain an effective fleet of vehicles to ensure that staff can undertake their jobs effectively.

**Core Principle D: Determining the interventions necessary to optimise the achievement of the intended outcomes demonstrated through:**

- **Performance Management Framework** – a comprehensive set of key performance indicators measures the quality of service for users. Performance is monitored on a quarterly basis by the Authority's Policy & Resources Committee and Senior Management Board to ensure that services are delivered in accordance with the Authority's objectives and best use of resources.
- **Medium Term Financial Plan** - sets out the resources needed to deliver services.

- **Strategic Risk Register** - identifies controls to mitigate inherent identified risks and is monitored on an on-going basis with exception reporting to the Senior Management Board and to the Audit & Standards Committee.
- **Departmental Risk Registers** - reviewed by managers on a quarterly basis.

**Core Principle E: Developing the entity's capacity, including the capability of its leadership and the individuals within it demonstrated through:**

- **Constitution** - defines the roles and responsibilities of the Authority, Committees, Members and Officers and the protocols to be followed.
- **Member Development Strategy 2017-2020** – includes an induction for new Members and opportunities for all Members to develop fire-specific knowledge.
- **Senior Management Board (SMB)** – involves all Principal Officers and Heads of Service in supporting the Chief Fire Officer to lead the Service.
- **People Strategy 2017-2020** - aims to support the workforce to become more resilient and diverse, to develop their skills and maximise their wellbeing at work
- **Staff Development Process** – Individual Performance and Development Reviews in place for all staff to enable personal objectives to be set which contribute to the overall aims of the Authority. Competency training records and a course management system are also in place.

**Core Principle F: Managing risks and performance through robust internal control and strong public financial management demonstrated through:**

- **Audit & Standards Committee** - reviews arrangements for identifying and managing the Authority's business risks and the approval of policies in respect of the Authority's governance framework.
- **Chief Financial Officer (Treasurer)** - ensures the sound administration of the financial affairs of the Authority, as required by the statutory duties associated with s.151 of the Local Government Act 1972, the Local Government Finance Act 1988 and the Accounts and Audit Regulations 2015. The Chief Financial Officer is also governed by professional standards set by CIPFA.
- **Risk Management Strategy** - ensures that the Authority identifies strategic risks and applies the most cost effective control mechanisms to manage those risks.
- **Business Continuity Plan** - to ensure the Authority is resilient to interruptions which have the potential to adversely affect the delivery of core functions.

**Core Principle G: Implementing good practices in transparency, reporting and audit to deliver effective accountability demonstrated through:**

- **Transparency Information** - published on the website in accordance with the Local Government Transparency Code to promote openness and accountability through reporting on local decision making, public spending and democratic processes.
- **Agendas, minutes and decisions** – published on the website and includes the rationale and considerations on which decisions are based.

- **Internal Auditors** - Worcestershire Internal Audit Shared Service Audit Team provides the internal audit function for the Authority and reports quarterly to the Audit & Standards Committee.
- **External Auditors** - Grant Thornton UK LLP provides the external audit services to the Authority and reports regularly to the Audit & Standards Committee.
- **Annual Assurance Statement** - provides staff, partners and local communities with an assurance that the Authority is doing everything it can to keep them safe and that it is providing value for money.

#### 4. Review of Effectiveness

- 4.1 The Authority has prepared the Annual Governance Statement in accordance with the “Delivering Good Governance in Local Government Framework 2016” published by CIPFA/SOLACE. As part of the process the Audit & Standards Committee [will consider] the self-assessment review of its corporate governance arrangements against the CIPFA/SOLACE framework to ensure that the Authority’s governance arrangements are working correctly and are relevant to the current environment.
- 4.2 The Authority is satisfied that its financial management arrangements conform with the governance requirements of the CIPFA Statement of the Role of the Chief Financial Officer in Local Government. In addition, the key financial systems are continually reviewed by the Internal Auditor. There were no major weaknesses identified in the 2018/19 financial year.
- 4.3 Budget Monitoring reports have been presented to the Policy and Resources Committee throughout the financial year and have shown that the Authority’s finances are well controlled and that the resultant under spending is part of a planned response to known future budget constraints. The Authority is working on some longer term schemes to ensure a recurrent budget over time.
- 4.4 The Chief Financial Officer and the Monitoring Officer have provided assurances on their respective areas of statutory responsibility. All Members of the Senior Management Board have also provided assurances on their areas of responsibility.

#### 5. Significant Governance Issues

- 5.1 Based on the information provided above there are no significant governance issues identified at this time. We are satisfied that the need for improvements will be addressed and we will thereafter monitor the implementation and operation of any agreed recommendations as part of our next annual review.

Signed on Original

Signed on Original

**Chief Fire Officer/Chief Executive**

**Chairman of the Fire Authority**

**Date: 31 May 2019**

## **GLOSSARY OF TERMS**

### **Accrual**

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

### **Capital Adjustment Account**

Provides a balancing mechanism between the different rates at which assets are depreciated under IFRS and are financed through capital controls system.

### **Capital Expenditure**

Expenditure on the acquisition of non current assets such as land, building, vehicles and equipment, which are of long term value, or expenditure which adds to and not merely maintains the value of existing assets.

### **Capital Receipts**

Money received from the sale of capital assets such as vehicles, which may be used to repay outstanding debt or finance new assets.

### **CIPFA**

The Chartered Institute of Public Finance and Accountancy.

### **Capital Financing Requirement**

This measures the underlying need to borrow to finance capital expenditure.

### **Collection Fund Adjustment Account**

Provides a mechanisms for recognising the Fire Authority's share of the Collection Fund surplus/deficits at the end of the year.

### **Council Tax**

The means of raising money locally which pays for Fire Authority services. This is a property based tax where the amount levied is dependent on the valuation of each dwelling.

### **Creditors**

Amount owed by an organisation for work done, goods received or services rendered to the organisation within the accounting period but for which payment has not been made.

### **Current Assets**

Items from which the Fire Authority derives a benefit but which will be consumed or realised during the next accounting period ie stocks, debtors, cash.

### **Current Liabilities**

Amounts which will become payable in the next accounting period ie creditors.

### **DCLG**

The Department of Communities and Local Government – the Government department which had responsibility for the Fire and Rescue Service until 5 January 2016. Responsibility for Fire then transferred to the Home Office.

### **Debtors**

Sums of money due to the Fire Authority for goods sold or services rendered but for which payment has not been received at the balance sheet date.

**Depreciation**

The measure of the wearing out, consumption, or other reduction in the useful economic life of a non current asset, whether arising from use, passage of time or obsolescence through technological or other changes.

**Finance Lease**

Leases which transfer the risks and rewards of ownership of a fixed asset to the lessee and such assets are included within the non current assets in the balance sheet.

**Government Grants**

Assistance by government in the form of cash or transfers of assets to authorities, in return for past or future compliance with certain conditions relating to the activities of the Fire Authorities.

**Heritage Assets**

Assets preserved in trust for future generations because of their cultural, environmental or historical associations, which have historical, artistic, scientific or environmental qualities, and which are held and maintained by the Fire Authority principally for the contribution to knowledge and culture.

**Home Office**

The Government department with responsibility for the Fire and Rescue Service from 5 January 2016.

**Impairment**

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

**International Accounting Standards (IAS)****International Financial Accounting Standards (IFRS)**

The framework of standards within which the financial statements are prepared.

**Long Term Borrowing**

Loans that are raised with external bodies, for periods of more than one year.

**Minimum Revenue Provision (MRP)**

The minimum amount which must be charged to the revenue account each year to set aside the provision for credit liabilities, previously 4% of the capital financing requirement.

**Non Current Assets**

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

**Operating Lease**

Leases where the ownership of the asset remains with the lessor, and the annual rental is charged to the revenue account.

**Operational Assets**

Non current assets held and occupied, used or consumed by the Fire Authority in the direct delivery of those services for which it has either statutory or discretionary responsibility.

**PCC**

The Police and Crime Commissioner – this is a directly elected role which oversees policing and ensures that police forces are effective. The Police and Crime Act 2017 now enables the PCC to take on responsibility for Fire and Rescue Services where a local case is made.

**Revaluation Reserve**

Contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation.

**Revenue Expenditure Funded from Capital Under Statute (REFCUS)**

Expenditure incurred during the year that may be capitalised under statutory provisions but does not result in the creation of a non-current asset. These costs may be charged as expenditure to the relevant service in the CIES in the year.

**Revenue Support Grant**

Government grant in aid of the Fire Authority's services generally. It is based upon the Government's assessment of how much the Fire Authority needs to spend in order to provide a standard level of service.

**Stocks**

The amount of unused or unconsumed stocks held in expectation of future use.

**Useful Life**

The period over which the Fire Authority will derive benefits from the use of non current assets.

**Virement**

The transfer of resources between budget heads. Virements must be properly authorised by the appropriate committee or by officers under delegated powers.

# Independent auditor's report to the members of Hereford and Worcester Fire Authority

## Report on the Audit of the Financial Statements

### Opinion

We have audited the financial statements of Hereford and Worcester Fire Authority (the 'Authority') for the year ended 31 March 2019 which comprise the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies, and the Firefighters' Pension Fund financial statements comprising the Firefighters' Pension Fund Account, Firefighters' Pension Fund Statement of Net Assets and notes to the financial statements, and Appendix 1 – Restatement of CIES and EFA. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19.

In our opinion, the financial statements:

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

### Basis for opinion

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

### Conclusions relating to going concern

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

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

### Other information

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

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent

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

We have nothing to report in this regard.

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

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

We have nothing to report in this regard.

### **Opinion on other matter required by the Code of Audit Practice**

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

### **Matters on which we are required to report by exception**

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

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.
- We have nothing to report in respect of the above matters.

### **Responsibilities of the Authority, the Treasurer and Those Charged with Governance for the financial statements**

As explained more fully in the Statement of Responsibilities set out on pages 12 to 13, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Treasurer. The Treasurer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19, for being satisfied that they give a true and fair view, and for such internal control as the Treasurer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Treasurer is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going

concern and using the going concern basis of accounting unless there is an intention by government that the services provided by the Authority will no longer be provided.

The Audit and Standards Committee is Those Charged with Governance. Those charged with governance are responsible for overseeing the Authority's financial reporting process.

### **Auditor's responsibilities for the audit of the financial statements**

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

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

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

#### **Conclusion**

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

#### **Responsibilities of the Authority**

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

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

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

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

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

## Report on other legal and regulatory requirements - Certificate

We certify that we have completed the audit of the financial statements of the Hereford and Worcester Fire Authority in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

### Use of our report

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

*Phil Jones*

Phil Jones, Key Audit Partner

for and on behalf of Grant Thornton UK LLP, Local Auditor

Birmingham

31 July 2019