



ORDINARY MEETING OF THE COUNCIL WEDNESDAY 25TH SEPTEMBER 2013

Book 3 - 2013/2014

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David Marchant LLB (Hons) BSc (Hons) CEng FICE FCMI
Chief Executive

A **MEETING OF THE COUNCIL** of the Borough of Castle Point will be held in the Council Chamber, Council Offices, Kiln Road, Thundersley, on **WEDNESDAY, 25TH SEPTEMBER, 2013 at 7.30 p.m.**, and all Members of the Council, listed below, are hereby summoned to attend to transact the undermentioned business.

Councillors Mrs A.M. Iles,(The Worshipful the Mayor), Mrs J.E.E.Govier,(Deputy Mayor), J. Anderson, L.J. Barrett, Ms G.Barton, D.A. Blackwell, C.N. Brunt, P.M. Burch B.Campagna, Mrs P.A. Challis, A.R. Cole, S.Cole ,D.T. Cross, W.J.C. Dick, Mrs B. Egan, E. Egan, Mrs P.D. Freeman, Mrs W. Goodwin, P.C. Greig, S.Hart , N.R. Harvey, R.C. Howard, G.I. Isaacs, Mrs.J.King, N.E.Ladzrie, Mrs J. Liddiard, P.J. May,J.A.Payne, Mrs.J.Payne, A. Partridge, C.G. Riley, W.K.Sharp, A.G.Sheldon,T.F. Skipp, N.G. Smith, J.A. Stanley, M.J.A. Tucker, A.C.Walter, Mrs L. Wass, Mrs G. Watson and N. Watson.

Chief Executive

AGENDA

PART I **(Business to be taken in public)**

Before commencing the business of the meeting, prayers will be offered by the Chaplain.

- 1. Apologies for absence**
- 2. Members' Interests**
- 3. Minutes**
To receive the Minutes of the meeting of the Ordinary Council held on 23rd July 2013.
- 4. Mayor's Announcements**
The Mayor will report at the meeting.

- 5. Questions from members of the public of which Notice has been received**
None have been received.
- 6. Any explanations for urgent decisions taken by Cabinet**
There are none.
- 7. Any references from the Policy and Scrutiny Committees/Regulatory Committees**
There are none.
- 8. Consideration of recommendations from Cabinet**
There are none.
- 9. Report from the Leader of the Council**
The Leader is to report at the meeting.
- 10. Financial Results and Statement of Accounts 2012/13**
The Council is asked to consider the report which has been circulated separately.
- 11. Notices of Motion**
- 12. Petitions submitted by Members of the Council of which Notice has been given**
There are none.



ORDINARY COUNCIL MINUTES

23RD JULY 2013

MINUTES of the Ordinary Meeting of the Council of the Borough of Castle Point held in the Council Chamber, Council Offices, Kiln Road, Thundersley on 23rd July 2013.

PRESENT:

Councillors Mrs A.M. Iles, (The Worshipful the Mayor), Mrs J.E.E. Govier, (Deputy Mayor), J. Anderson, Ms G. Barton, D.A. Blackwell, C.N. Brunt, P.M. Burch B. Campagna, Mrs P.A. Challis, A.R. Cole, S. Cole, D.T. Cross, W.J.C. Dick, Mrs B. Egan, E. Egan, Mrs W. Goodwin, P.C. Greig, S. Hart, N.R. Harvey, R.C. Howard, G.I. Isaacs, Mrs J. King, N.E. Ladzrie, P.J. May, J.A. Payne, Mrs J. Payne, C.G. Riley, W.K. Sharp, A.G. Sheldon, T.F. Skipp, J.A. Stanley, M.J.A. Tucker, A.C. Walter, Mrs L. Wass, Mrs G. Watson and N. Watson.

Apologies for absence were received from Councillors L.J. Barrett, Mrs P.D. Freeman, Mrs J. Liddiard, A. Partridge, and N.G. Smith.

12. MEMBERS' INTERESTS

Councillors Blackwell and Howard each declared a non pecuniary interest in respect of the Notice of Motion opposing the closure of the Deanes School under Minute 22 as members of the Essex County Council.

Councillors Payne and Mrs J. Payne each declared a non pecuniary interest in respect of the Notice of Motion opposing the closure of the Deanes School under Minute 22 as a member of their family was employed by the school. Both Councillors gave notice under Paragraph 10.2 of the Council's Code of Conduct they would withdraw from the meeting during consideration of the item.

13. MINUTES

The Minutes of the meeting of the Ordinary Council held on 5th December 2012; the Special Council Meeting held on 20th February 2013 and the Annual Meeting held on 15th May 2013 were taken as read and signed as a correct record. The Mayor signed the Minutes.

14. MAYOR'S ANNOUNCEMENTS

All Councillors joined with the Mayor in congratulating the Duke and Duchess of Cambridge on the birth of their son on the previous day.

The Mayor thanked all those involved in the Castle Point Show on 21st July 2013.

The Mayor was delighted to host the flag raising event on 24th June 2013 to celebrate Armed Forces Day and was pleased to welcome the High Sheriff Julia

Abel Smith to the event. The Mayor was also pleased to attend the Armed Forces Day event on Canvey Island on 29th June 2013.

The Mayor had welcomed recently Vanessa Baugh County Commissioner for Manatee County, Florida, USA on a visit to the Council.

The Mayor was enjoying the opening months of her year in office and the opportunity to meet with the numerous schools, community groups and charities active in the Borough. The Mayor reported specifically on the Cavs Awards; her visit to Little Havens; Mayor's training; the mini Glyndebourne and the Jack Petchey Awards.

The Mayor and Deputy Mayor were taking part in judging the entries in the Castle Point in Bloom competition and were most impressed with the beautiful gardens in the Borough.

15. QUESTIONS FROM MEMBERS OF THE PUBLIC OF WHICH NOTICE HAD BEEN RECEIVED

There were none

16. ANY EXPLANATIONS FOR URGENT DECISIONS TAKEN BY CABINET

There were none.

17. ANY REFERENCES FROM THE POLICY & SCRUTINY COMMITTEES IN RELATION TO CABINET DECISIONS.

There were none.

18. CONSIDERATION OF RECOMMENDATIONS FROM THE CABINET.

There were none.

19. REPORT OF THE LEADER OF THE COUNCIL

The Leader of the Council reported that a letter had been sent to the South East Local Enterprise Partnership to clarify the Council's position on the consultation taking place by the Department of Transport on the third Thames crossing. The Council would strongly oppose any crossing of the Thames further east and downstream of those proposed in the current consultation as such proposals would have an even greater impact on nationally significant environmental and commercial interests in this part of Essex.

During a visit to the Borough by the DCLG Minister Brandon Lewis the opportunity had been taken to lobby the Minister to support a third access road for Canvey Island. The Leader and the Chief Executive had taken the opportunity to discuss this again with the Minister at the recent Local Government Association Conference. Arrangements were to be made to continue the discussions through the Thamesgateway Strategic Partnership.

In welcoming the decision by the Secretary of State to refuse the planning appeal in respect of the development on the Green Belt at Glebelands, the Leader drew attention to the challenging findings in the Planning Inspector's Report particularly concerning the allocation of land for housing, demonstrating a

five year housing land supply to include a backlog of unmet supply from 2001, which would need to be considered in preparing the New Local Plan. The Leader observed that the Council needed to move forward with a New Local Plan if unwelcome development was to be resisted.

The Leader made special mention of the improvements being made to the Council's social housing and acknowledged the hard work of officers and Councillors.

The Leader then referred to the event to celebrate the Olympics one year on at the mountain bike course at Hadleigh Farm on 18th August 2013 which would provide an opportunity for Essex County Council to demonstrate progress with the future legacy for the area.

The Leader was delighted to report that the £5.4 million refurbishment of Waterside Farm Leisure Centre was almost complete and to inform all of the arrangements for the opening on Friday 16th August 2013. The official opening ceremony was to be performed by Danny Crates a former paralympic gold medallist at 11am. The Centre would be open to the public from 2pm.

The Leader reminded the meeting that the refurbishment works undertaken by Morgan Sindall and project managed by NPS and the Council had been delivered on time and within budget.

The works had included:

- The creation of a new reception area
- Refurbishment of the changing facilities
- Remodelling of the sauna and steam rooms
- The extension and refurbishment of the fitness studio
- Provision of brand new equipment for the fitness studio
- Creation of studio/ conference facility on the first floor
- Refurbishment of the swimming pools
- Provision of a new all weather sports pitch
- Replacement of pool hall roof and windows

Many new classes and membership packages would be available on the reopening of the facility.

In concluding the Leader thanked the Deputy Leader, the Cabinet and Members for all their hard work to continue to improve Castle Point for the benefit of the community.

20. REPORT ON THE CHANGE TO SPECIFIED INVESTMENTS IN THE TREASURY MANAGEMENT AND INVESTMENT STRATEGY

The Council considered a report seeking approval to update the Annual Treasury Management and Investment Strategy. In accordance with the Communities and Local Government's Guidance on Local Government Investments this update must be approved by full Council.

Resolved –

That the list of specified investments in the Treasury Management and Investment Strategy approved by Council on 20th February 2013 be amended to include current accounts, notice accounts or term deposits with credit-rated deposit takers (banks and building societies) with a minimum credit rating of long-term A-, short-term F1 (on a lowest common denominator basis) as set out in the list at Annexe A to the report.

21. LEAVE OF ABSENCE

Councillor Partridge had been unable to attend meetings of the Council for a period of more than six months while he recovered from surgery.

Resolved –

To ratify approval of leave of absence for Councillor Partridge.

22. NOTICES OF MOTION

Councillor Riley had given notice of the following:

‘This Council fully supports the governors, staff, parents and pupils of the Deanes School in their campaign to retain this local and well respected educational and sporting facility

Furthermore the Council acknowledges the important work the school carries out in the field of special education coupled with its ongoing support through the Batic Group for local primary school education.

It also supports the excellent work it does for the health and well being of the community and Castle Point residents in general.’

The Motion was MOVED by Councillor Riley and Seconded by Councillor Mrs. Challis OBE. Debate took place at the conclusion a vote was taken which was CARRIED and **RESOLVED UNANIMOUSLY-**

To fully support the governors, staff, parents and pupils of the Deanes School in their campaign to retain this local and well respected educational and sporting facility

Furthermore the Council acknowledges the important work the school carries out in the field of special education coupled with its ongoing support through the Batic Group for local primary school education.

It also supports the excellent work it does for the health and well being of the community and Castle Point residents in general.

(Councillors Payne and Mrs.J.Payne each having declared a non pecuniary interest and having given notice under Paragraph 10.2 of the Council's Code of Conduct both left the Chamber while this Motion was considered and took no part in the discussion or vote.

Councillor Sheldon declared a non pecuniary interest by reason of his employment and under Paragraph 10.2 of the Council's Code of Conduct left the Chamber while this Motion was considered and took no part in the discussion or vote.)

23. NOTICES OF MOTION

A Motion having been Moved and Seconded under Council Procedure Rule 12(d):

Resolved – to refer the following procedural Motions without discussion to the Scrutiny Committee:

1. 'We call upon this Council to arrange a meeting of the Overview and Scrutiny Committee to scrutinise the changes in the Constitution at Annual Council. That it was within the spirit that all Members of this Council agreed and signed up to.'
2. 'We call upon this Council to once again reinstate full Councils as per Constitution. For example from 25th September 2013 to the 11th December 2013 there is a matter of some 11 weeks between each full Council meeting.'
3. 'We call upon this Council to end the practice of giving Members Agendas on the evening of meetings , this practice does not allow time for Members to research and investigate any background information or papers, this in turn leads to bad decision making.'

24. NOTICES OF MOTION

Councillor Greig had given notice of the following:

1. 'We call upon this Council to allow Motions to Council to be electronically delivered via email as per Essex and other Councils allow.'

The Motion was MOVED by Councillor Greig and Seconded by Councillor Ms Barton. Debate took place at the conclusion a vote was taken which was CARRIED and RESOLVED accordingly.

Councillor Mrs. Grace Watson had given notice of the following:

2. 'We call upon this Council to consider that as next year is the Anniversary of the WW1 1914-1918 War it would be appropriate for this Council to spread poppy seeds on all our hedgerows, roundabouts and other wildlife areas, in preparation for the upcoming anniversary to show the people and the country that we at Castle Point commemorate the courage and bravery of all those who took part. Also that we at Castle Point show our respect and have not forgotten.

The Motion was MOVED by Councillor Grace Watson and Seconded by Councillor Mrs. King

The following AMENDMENT was MOVED by Councillor Burch and Seconded by Councillor Cross:

'This Council to consider that as next year is the anniversary of World War 1 the 1914-1918 War it would be appropriate for this Council to spread poppy seeds if possible on suitable wildlife sites or use large tubs as appropriate in the Borough and also to use the poppy design as a non political emblem to commemorate the anniversary and to show the public and the country that Castle Point remembers and respects the courage and bravery of all those that took part and that we will not forget.'

The Proposer and Seconder accepted the amendment which became the substantive Motion on which debate took place. At the conclusion a vote was taken which was CARRIED

Resolved –

That as next year is the anniversary of World War 1 the 1914-1918 War it would be appropriate for this Council to spread poppy seeds if possible on suitable wildlife sites or use large tubs as appropriate in the Borough and also to use the poppy design as a non political emblem to commemorate the anniversary and to show the public and the country that Castle Point remembers and respects the courage and bravery of all those that took part and that we will not forget.'

25. PETITIONS SUBMITTED BY MEMBERS OF THE COUNCIL OF WHICH NOTICE HAS BEEN GIVEN

There were none.

Mayor

ORDINARY COUNCIL

25th September 2013

Subject: Financial Results and Statement of Accounts for 2012/13

Cabinet Member: Councillor Stanley – Corporate Policy, Resources and Performance

Note for Members: it is requested that any questions on the Statement of Accounts are submitted in advance of the meeting in order to ensure that replies are available at the meeting. Please submit questions to Chris Mills – Head of Resources.

1 Purpose of Report

1.1 This report submits the financial out-turn results and audited Statement of Accounts for 2012/13, for approval by Council.

1.2 This report has the following four sections:

Annexe A - A summary of 2012/13 financial results for the Council's three main funds: the General Fund, the Housing Revenue Account and the Capital Programme, including details of unspent budgets carried forward to 2013/14 and comments on budget variances. The Annexe is split into 5 separate sections.

Annexe B - Supporting information for the benefit of Members including explanations of changes to the financial statements and an analysis of figures and disclosures presented in the accounts.

It is recommended that this annexe is considered alongside the full Statement of Accounts to aid interpretation.

Summary Accounts 2012/13 - Presenting highlight information taken from the full Statement of Accounts.

Statement of Accounts 2012/13 - The full statutory audited Accounts document.

2 Links to Council's priorities and objectives

The scrutiny and approval of the financial results and the Council's Statement of Accounts is linked to the Council's objective of Improving the Council through sound financial management.

3 Recommendations:

That following scrutiny:

1. The financial results for 2012/13 and explanations of budget variances and significant items are noted.
2. The audited Statement of Accounts is formally approved.

4 Background

- 4.1 Under the Accounts and Audit Regulations 2011, the Council has a duty to approve and publish an Annual Statement of Accounts within statutory timescales. The regulations require that:
- The un-audited Statement of Accounts is signed by the Council's responsible financial officer by 30 June to certify that the accounts give a true and fair value of the Council's financial position and financial performance, and
 - Subsequent to the independent audit by the Council's external auditors, BDO LLP, the accounts are re-certified by the responsible financial officer, approved by Council Members by way of resolution at a meeting, and then published. Approval and publication are required by the 30 September.
- 4.2 The Statement of Accounts must be prepared in accordance with International Financial Reporting Standards (IFRS) and proper accounting requirements, as set out in the Code of Practice on Local Authority Accounting in the United Kingdom 2012/13, and the associated Guidance notes for Practitioners, both published by the Chartered Institute of Public Finance and Accountancy (CIPFA).
- 4.3 There are no changes to accounting policies impacting on the 2012/13 accounts and no amounts for 2011/12 required to be restated for policy changes.

5 Public inspection, audit and publication of the Statement of Accounts

- 5.1 The Statement of Accounts was audited by the Council's external auditors, BDO LLP, during July and August 2013. There were also rights of public inspection of the accounts and relevant supporting documents during the period 24 June to 19 July 2013. Subsequent to formal approval at this meeting, the Statement of Accounts will be published by the 30 September 2013 on the Council's website.

6 Scrutiny of the Statement of Accounts

- 6.1 The Statement of Accounts is an important document, therefore it is equally important to ensure that it is subject to a robust process of scrutiny and discussion prior to approval. It is recognised that the accounts and supporting notes are lengthy and complex and therefore to assist Council Members in fulfilling the process of scrutiny, Officers have produced additional guidance, as follows:
- Annexe A to this report provides Members with a high level interpretation of the accounts including explanations of account variances.
 - Annexe B to this report sets out the purpose of each of the key financial statements and provides an analysis of figures, changes and movements between years.

- A separate report to Audit Committee in June 2013 and Cabinet in July 2013 summarised the Council's Treasury Management activity for 2012/13.

7 Corporate Implications

a Legal implications

The legal requirements relating to the Statement of Accounts are set out at 4 and 5 above. The Council's Financial Procedure Rules reserve approval of the Statement of Accounts to full Council.

b Financial implications

Prompt closure of the accounts gives the major advantage of knowing last year's out-turn at an early stage in the new financial year, usually around mid to late May. It is most important that the General Fund underspend achieved in 2012/13 is considered in relation to the Financial Planning Strategy and Medium Term Financial Forecast. The same requirement applies to the Housing Revenue Account underspend, in relation to the long term HRA business plan.

c Human resource and equality implications

No new implications.

d Timescale for implementation and risk factors

The timescale for approval and publication of the Statement of Accounts is summarised as follows:

- June 2013 – Un-audited Statement of Accounts signed and certified by the Head of Resources.
- July to August 2013 – BDO LLP external audit of the Statement of Accounts performed.
- September 2013 – Audited Statement of Accounts re-certified by the Head of Resources.
- 25 September 2013 – Audited Statement of Accounts approved by Council.
- By 30 September 2013 – Audited Statement of Accounts published.

8 Conclusion

The overall financial results for 2012/13 generally indicate sound budgeting and good budgetary control.

The audited Statement of Accounts is commended to Members.

Report Author: Ian Stapleton, Financial Services Manager

Background Papers:

CIPFA: Code of Practice on Local Authority Accounting in the United Kingdom 2012/13, and associated Guidance Notes.

2012/13 Summary financial results

1 Overview

- 1.1 Annexe A provides a summary of the 2012/13 financial results for the Council's three main funds: the General Fund, the Housing Revenue Account and the Capital Programme.
- 1.2 The annexe has the following sections:
- Section 1** A summary of the year end position for each main Fund.
- Section 2** A summary of budgets approved by the Head of Resources for carry forward into the 2012/13 financial year.
- Section 3** Variances on the General Fund in excess of £10k, including comments on the variances.
- Section 4** Variances on the Housing Revenue Account in excess of £10k, including comments on the variances.
- Section 5** Variances on the Capital Expenditure programme in excess of £10k, including comments on the variances.

2 General Fund (GF)

- 2.1 The General Fund Revenue Account is the account that is charged with all expenditure incurred on delivering the Council's services or meeting its day to day expenses, except those relating to the Housing Revenue Account (as described below), and credited with income generated through those services. The net of this expenditure and income is funded by grants and contributions from Central Government and from Council Tax collected from residents
- 2.2 The final year end position on the General Fund after unspent budgets approved to be carried forward was an underspend of £199k. The balance on the main General Fund reserve at 31 March 2013 was £3.022m. Any allocation of reserves above the recommended minimum level of £1.1m must be considered in the context of the Financial Planning Strategy and Medium Term Financial Forecast.
- 2.3 Annexe A Section 3 shows General Fund variances in excess of plus or minus £10k after approval of budgets carried forward into the 2013/14 financial year, including comments on the variances.

3 Housing Revenue Account (HRA)

- 3.1 The Housing Revenue Account (HRA) records the income and expenditure relating to the Council's stock of dwellings and garages. Income received from tenants of these properties is receipted into the HRA. The Council is required to maintain the HRA as a separate account, distinct from the General Fund.

- 3.2 The final year end position on the HRA after unspent budgets approved to be carried forward was an underspend of £53k. The balance on the main HRA reserve at 31 March 2013 was £1.724m. Any allocation of reserves above the recommended minimum level of £0.458m must be considered in the context of the long term HRA business plan.
- 3.3 Annexe A Section 4 shows HRA variances in excess of plus or minus £10k after approval of budgets carried forward into the 2013/14 financial year, including comments on the variances.

4 Capital Programme

- 4.1 The Capital Programme records the acquisition or enhancement of non-current (long term) assets, which are assets with a usable life of greater than 1 year, such as property, land, vehicles and equipment. The programme covers non-current assets relating to both the General Fund and Housing Revenue Account.
- 4.2 The final year end position on the Capital Programme after unspent budgets approved to be carried forward was an underspend of £108.
- 4.3 Annexe A Section 5 shows variances in excess of plus or minus £10k after approval of budgets carried forward into the 2013/14 financial year, including comments on the variances.

Supporting information for the benefit of Members

Introduction and overview

The Statement of Accounts has been prepared in accordance with proper accounting practices. These practices primarily comprise The Code of Practice on Local Authority Accounting in the United Kingdom 2012/13, based on International Financial Reporting Standards (IFRS) (“the Code”), and the associated Guidance Notes for Practitioners, as well as the Service Expenditure Reporting Code of Practice (SeRCOP) 2012/13, as published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

These accounting practices must be followed by Councils in compiling their accounts, to ensure that similar transactions are treated in the same manner within the accounts of all organisations.

The Statement of Accounts is a lengthy and extremely detailed document, therefore the purpose of this document and that of the Summary Accounts is to:

- Provide answers to potential items of interest arising from the accounts;
- Present information in a less technical way to aid understanding; and
- Explain the purpose of each of the key financial statements.

It is intended that this document be referred to alongside the full Statement of Accounts, which includes supporting notes required by the code as well as the Summary of Significant Accounting Policies, on pages 28 to 47 of the Statement of Accounts. These policies set out the accounting treatments which have been adopted by the Council in producing the Statement of Accounts. The Explanatory Foreword that opens the main Statement of Accounts document also provides further supporting information to assist users of the accounts.

Changes of significance shown within the Statement of Accounts

There are no changes to accounting policies impacting on the 2012/13 accounts and no amounts for 2011/12 required to be restated for policy changes. The Movement in Reserves Statement and accompanying notes have however been partly reformatted for 2012/13. One other presentational change is that all amounts are now presented rounded off to the nearest thousand.

Key Financial Statements

There are 4 core financial statements and 3 supplementary financial statements included within the full Statement of Accounts.

Core Financial statements:

- Movement in Reserves Statement (MIRS) – pages 18 and 19;
- Comprehensive Income and Expenditure Statement (CI&ES) – pages 20 and 21;
- Balance Sheet – pages 22 and 23, and the
- Cash Flow Statement – pages 24 and 25.

Supplementary financial statements:

- Housing Revenue Account (HRA) Income and Expenditure Statement – page 101;
- Movement on the Housing Revenue Account (HRA) Statement – page 102, and
- Collection Fund Income and Expenditure Account – page 107.

Supporting information for the benefit of Members

The statements are supported by a series of notes as prescribed by the Code and these notes are indexed on the face of each core and supplementary financial statement as appropriate.

Movement in Reserves Statement (MIRS) – Pages 18 and 19

The Movement in Reserves Statement summarises the changes in the financial year across each of the reserves and balances held by the Council. These arise both from incurring expenses and generating income through the Council's services, as well as from changes in the fair values of assets held by the Council, and changes in the pension fund liability.

The MIRS is split between Usable and Unusable Reserves. The difference between these 2 categories is described on page 20 of this annexe.

Comprehensive Income and Expenditure Statement (CI&ES) - Pages 20 and 21

This statement reports the net cost for the year of the revenue functions for which the Council is responsible, and shows how that cost has been financed from general government grants, income from local taxpayers and re-distributed non-domestic rates.

For all of the Council's revenue services, on both the General Fund and the Housing Revenue Account, the surplus or deficit for the financial year represents the degree to which income is greater or less than expenditure. The total surplus or deficit amount includes accounting entries such as:

- those representing the use of Non Current Assets in the provision of services;
- revaluation and impairment losses and adjustments, and
- the projected value of retirement benefits earned by employees in the year.

These entries are required in order to comply with the Code, and to represent the financial results for the year on an accounting basis. However, as these items do not form part of the charge made to local taxpayers and rent payers, they are removed for the purposes of calculating the Council Tax. These reversals, along with other statutory entries are reported through the "Adjustments between accounting basis and funding basis under regulations" line on the Movement in Reserves Statement. They are also analysed in full in note 1 to the Core Financial Statements, on pages 48 to 51 of the Statement of Accounts.

The narrative on the following pages of this annexe provides an analysis of the movements between 2011/12 and 2012/13 on the amounts reported on the CI&ES. A summary of variances against revised budgets for 2012/13 with explanations can be found in Annexe A.

Members are advised that the changes mentioned below relating to capital accounting entries, internal recharges and pension costs generally have no impact on the charge made to Council Taxpayers for the General Fund and to Housing Rents for the Housing Revenue Account.

Supporting information for the benefit of Members

Central Services to the Public:	£000s
A net increase of £137k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	5
• Changes in premises costs, including utilities and repairs/maintenance	(17)
• Changes in internal recharges	76
• Changes in income from fees and charges, rental income, etc	(3)
• Changes in net Council Tax benefit and subsidy	(1)
• Changes in election expenses	68
• Net total of all other changes	9
Total change from 2011/12 to 2012/13	137

Cultural Services:	£000s
A net decrease of £97k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	(114)
• Changes in premises and land costs, including utilities and repairs/maintenance	165
• Changes in internal recharges	64
• Changes in capital related costs	(576)
• Changes in income from fees and charges, rental income, etc	366
• Changes in grants & contributions received and associated expenditure	10
• Net total of all other changes	(12)
Total change from 2011/12 to 2012/13	(97)

Environmental and Regulatory Services:	£000s
A net decrease of £368k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	58
• Changes in premises costs, including utilities and repairs/maintenance	21
• Changes in internal recharges	(92)
• Changes in capital related costs	(83)
• Changes in income from fees and charges, rental income, etc	(28)
• Changes in grants & contributions received and associated expenditure	(30)
• Changes in refuse and recycling income and expenditure (excluding staffing costs)	(223)
• Net total of all other changes	9
Total change from 2011/12 to 2012/13	(368)

Supporting information for the benefit of Members

Highways, Roads and Transport Services:	£000s
A net increase of £35k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	10
• Changes in premises costs, including utilities and repairs/maintenance	22
• Changes in internal recharges	(82)
• Changes in capital related costs	(12)
• Changes in income from fees and charges, rental income, etc	7
• Changes in grants & contributions received and associated expenditure	22
• Changes in grounds maintenance and street cleansing contract costs	65
• Net total of all other changes	3
Total change from 2011/12 to 2012/13	35

Planning Services:	£000s
A net decrease of £500k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	(4)
• Changes in premises costs, including utilities and repairs/maintenance	(4)
• Changes in internal recharges	34
• Changes in capital related costs	(409)
• Changes in income from fees and charges, rental income, etc	27
• Changes in planning contracts and similar items	(142)
• Net total of all other changes	(2)
Total change from 2011/12 to 2012/13	(500)

Other housing services (General Fund housing services):	£000s
A net increase of £143k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	(5)
• Changes in internal recharges	53
• Changes in capital related costs	66
• Changes in grants & contributions received and associated expenditure	14
• Changes in net housing benefits expenditure and subsidy	(14)
• Changes in homelessness income and expenditure	13
• Net total of all other changes	16
Total change from 2011/12 to 2012/13	143

Supporting information for the benefit of Members

Corporate and Democratic Core:	£000s
A net decrease of £65k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	56
• Changes in internal recharges	(52)
• Changes in income from fees and charges, rental income, etc	(4)
• Changes in grants & contributions received and associated expenditure	(5)
• Changes in external audit fees	(46)
• Changes in members allowances	(6)
• Net total of all other changes	(8)
Total change from 2011/12 to 2012/13	(65)

Non Distributed Costs:	£000s
A net increase of £124k is reported against this heading, as follows:	
• Changes in pension costs	146
• Changes in premises costs, including utilities and repairs/maintenance	(8)
• Changes in internal recharges	(6)
• Changes in capital related costs	(1)
• Changes in income from fees and charges, rental income, etc	(7)
Total change from 2011/12 to 2012/13	124

Local Authority Housing: Housing Revenue Account (HRA):	£000s
A net decrease of £37,837k is reported against this heading, as follows:	
• Changes in staffing costs, including agency, pensions and severance	(111)
• Changes in premises costs, including utilities and repairs/maintenance	(147)
• Changes in internal recharges	151
• Changes in capital related costs	1,265
• Changes in income from fees and charges, rental income, etc	(255)
• Changes in rents, rates, taxes and other charges	(152)
• Changes in contracts and similar expenditure	113
• Discontinuation of negative housing subsidy paid to Central Govt.	(2,249)
• Self-financing settlement payment to Central Government (reversal of one-off item from 2011/12)	(36,451)
• Net total of all other changes	(1)
Total change from 2011/12 to 2012/13	(37,837)

See pages 21 and 22 of this annexe for further commentary on the HRA.

Supporting information for the benefit of Members

Exceptional items and other operating expenditure:

Exceptional items:

There are two exceptional items included in 2012/13 – a small reimbursement of VAT, and a provision for an expected insurance repayment under the Scheme of Arrangement for the Municipal Mutual Insurance liability. Further information can be found on both items in Note 3 on page 57 of the Statement of Accounts and Note 25 on pages 97 to 98.

(Gain) / loss on disposal / derecognition of non-current (long term) assets:

Two types of transaction are reported in this line:

- The first is the gain or loss on disposal of non-current assets, which takes into account the carrying value of the asset sold compared with the sale proceeds.

There were a number of vehicles disposed of during 2012/13, as well as several properties sold to residents through the Right to Buy scheme.

- The second type of transaction relates to a specific requirement under IFRS. When carrying out works to enhance non-current assets, the Council must remove (derecognise) from the asset an estimated amount equal to the previous value recorded for that part of the asset that has had enhancement works performed.

These adjustments are recorded in 2012/13 in relation to works which took place during the year on Waterside Farm Sports Centre and the Council's housing stock.

The above transactions are reversed through the Movement in Reserves Statement (MIRS) and therefore have no impact on Council Taxpayers or Housing rents.

The line also includes income and costs in relation to sales of assets below £10,000. These are treated as revenue items, and are not reversed through the MIRS.

Payment of Housing Pooled Capital Receipts to the Government Pool:

The Council is required to pay part of the capital receipts received from the sale of council houses to the Government. The transaction is reversed through the MIRS and therefore has no impact on Council Taxpayers, or Housing rents.

Financing and Investment income and expenditure:

Interest payable on debts and finance leases, and similar charges:

This is primarily interest paid by the Council in respect of debt held with the Public Works Loans Board (PWLb), but also includes the interest element of re-payments made for leases on three refuse and recycling freighters.

Supporting information for the benefit of Members

Financing and Investment income and expenditure (continued):**Interest and investment income receivable, and similar income:**

The average interest rate for 2012/13 was 0.41%. The average funds invested during the year were £17.14m. A separate item to Audit Committee in June and Cabinet in July reported on Treasury Management activity for the financial year.

Investment Properties - income, expenditure, changes in the fair value of assets, and (gains)/losses on disposal or derecognition:

Investment properties are those assets of the Council which are rented out under leasing and similar arrangements, or are being held for capital appreciation purposes, as opposed to those used by the Council in the provision of services. The expenditure relates to structural repairs undertaken by the Council as part of the relevant rental agreements.

Investment properties are revalued on an annual basis, and the changes in value are also reported in this line, as well as disposal and derecognition adjustments similar to those included in the Other Operating Expenditure category above for non-current assets. These amounts are reversed through the Movement in Reserves Statement.

Pensions interest cost and expected return on pensions assets:

This line reflects the interest costs of financing the pension deficit for the Council, partly offset by the expected return on pension investment activities throughout the year (based on information provided by Essex County Council and the pension fund actuaries). These transactions are reversed through the Movement in Reserves Statement and therefore have no impact on Council Taxpayers and Housing rents.

Taxation and non-specific grant income:

The Council's income from Council Tax, redistributed National Non-domestic Rates (NNDR), and Central Government grants are reported in this section.

Central Government grants which are specific to an individual service are reported within the relevant service line.

This section also includes Capital grants, which are required by the Code to be recognised in this section. However these grants are reversed through the Movement in Reserves Statement and therefore have no impact on Council Taxpayers and Housing rents.

Other comprehensive income and expenditure:

The two items reported in this section represent other gains and losses that impact on the net worth of the Council as shown in the Balance Sheet. However although both are required to be reported on the Comprehensive Income and Expenditure Statement neither is actually recognised in the General Fund or Housing Revenue Account, so as a result neither directly affects the level of Council Tax or Housing rents.

Supporting information for the benefit of Members

Balance Sheet - Pages 22 and 23

The Balance Sheet summarises the assets and liabilities held by the Council as at the end of the financial year, i.e. at 31 March 2013. It shows the value of the assets in the Council's ownership, the money owed to and by the Council and the level of reserves held by the Council at that date.

Non-current (long term) assets:

Revaluations of non-current assets (excluding council houses and investment properties) are carried out on a rolling five-year programme. Investment properties and council houses have been re-valued as at 1 April 2012. Changes in the values of the Council's non-current assets are reflected in this section of the Balance Sheet as well as in the Total Reserves section of the statement. They represent unrealised gains, so form part of Unusable Reserves, until such time as any assets are disposed of. Revaluations do not impact on the charge made to Council Taxpayers or Housing rents.

Current assets:

Short term investments:

Within the day-to-day cash management no distinction is made between revenue cash and capital cash. Investments held by the Council at the end of the financial year increased by £1,798k, including accrued interest.

Short term debtors:

The amounts included in short term debtors are analysed into categories in note 15 on page 81 of the Statement of Accounts.

The Council follows prudent procedures for the recovery of debt and does not write any debt off until it has exhausted all options for recovery. The Council maintains a provision for bad debts in line with best recommended practice.

Current and Non - Current Liabilities:

Short term creditors:

The amounts included in short term creditors are analysed into categories in note 17 on page 82 of the Statement of Accounts.

Revenue and Capital Grants Receipts in Advance:

This line represents grants received or receivable by the Council that have outstanding conditions which could require the grants to be repaid back to the grant providers if those conditions were not complied with. When the grant conditions are satisfied the grants are transferred into either the relevant service line or Taxation and Non-Specific Grant Income.

An analysis of the individual grants included in this line as at both 31 March 2012 and 31 March 2013 is reported in Note 18 to the Core Financial Statements, on page 82 of the Statement of Accounts.

Supporting information for the benefit of Members

Current and Non - Current Liabilities (continued):**Provisions:**

A provision has been made in 2012/13 for an insurance repayment expected to be required in 2013/14. Further information can be found in Note 25 on pages 97 to 98 of the Statement of Accounts.

Short Term and Long Term Borrowing and Finance Lease Liabilities:

Borrowing is divided between long and short-term debt on the Balance Sheet and represents amounts borrowed from the Public Works Loan Board (PWLb), and accrued interest payments. The increase in the short-term debt and decrease in long term debt is mainly due to the reclassification of £2m of General Fund debt from long term to short term, as it is due to mature during 2013/14.

The two lines also include the outstanding liability on three five-year leases on recycling freighters.

Liability related to defined benefit pension scheme:

This line shows the underlying commitment that the Council has in the long run to pay future retirement benefits. It is offset by the Pensions Reserve line within the Total Reserves section of the Balance Sheet. There is no impact on Council Taxpayers or Housing Rents.

Total Reserves:

Reserves are reported in two categories:

- **Usable Reserves** are those reserves that the Council may use to provide services and meet future expenditure, both revenue and capital in nature. These are subject to the need to maintain a prudent level of reserves and also any statutory limitation on the use of specific reserves (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt).

General Fund and HRA reserves represent those sums set aside to cushion the Council against future possible events based on the strategic, operational and financial risks facing the Council.

The total Usable Reserves as at 31 March 2013 is £11.156m.

- **Unusable Reserves** are those reserves that the Council is not able to use to provide services. This category includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets 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." These represent the differences between the outcome of applying proper accounting practices, and the requirements of statutory arrangements for funding expenditure from Council Tax and Housing Rent receipts.

The total Unusable Reserves as at 31 March 2013 is £35.318m.

Supporting information for the benefit of Members

Cash Flow Statement - Pages 24 and 25

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

Cash and cash equivalents, as shown on the Cash Flow statement and also within Current Assets on the Balance Sheet, are those sums held for the purposes of meeting short term cash commitments, as opposed to those sums held for investment and other purposes. There are no strict criteria set in the Code for local authorities to follow relating to the nature and maturity of items treated as cash equivalents. Therefore it is down to local authorities to determine a suitable policy themselves. The Council's policy for determining the composition of cash and cash equivalents is as follows:

- Cash and cash equivalents shall include the Council's net balance or overdraft on its accounts with the Co-operative bank, and the Council's Call Account balance with the same bank. These items all play an integral part in the Council's cash management procedures; and
- Cash and cash equivalents shall also include any amounts held in petty cash floats.

The total movement in cash and cash equivalents during 2012/13 was an increase of £602k.

Housing Revenue Account (HRA) Income and Expenditure Statement – Page 101 & Movement on the Housing Revenue Account (HRA) Statement – Page 102

The HRA Income and Expenditure Statement details the income and expenditure on HRA services. These items are generally also included in the whole Council Comprehensive Income and Expenditure Statement, as described above. The HRA Income and Expenditure Statement shows the HRA income and expenditure in accordance with accounting practices. The Movement on the HRA Statement reports the adjustments necessary to arrive at the final balance on the HRA for the year.

Income:

Gross dwelling rents and non dwelling rents:

The year on year increase in income from dwelling rents is primarily due to the increase in average weekly rents of £5.07 to £82.41. The number of void properties was lower than the previous year, whilst void periods were shorter, consequently overall void losses as a percentage of rent debit decreased in comparison with the previous year.

Charges for services and facilities:

The income from charges for services and facilities in 2012/13 is shown as decreasing from 2011/12, this is due to a reduction in supporting people charge being reflected in the income line rather than as increased expenditure under Rents, Rates, Taxes and other charges, when taken together there has been net reduction of £2k between years.

Supporting information for the benefit of Members

Expenditure:

Repairs and maintenance:

Repair and maintenance expenditure was £104k lower than the previous year, primarily on void works.

Supervision and management:

The cost of Supervision and Management for the year increased in comparison with the previous financial year, this was as a result of the contract with South Essex Homes for the delivery of Repairs and Maintenance services.

Rents, rates, taxes and other charges:

The year on year reduction in costs of £152k is largely due to the removal of the adjustment used to reduce sheltered housing support charge levels to match amounts agreed with Essex County Council, as highlighted above in the section on Charges for Services and Facilities.

Negative subsidy payable to Secretary of State:

2011/12 was the final year of negative subsidy payments, which have been abolished from April 2012 as part of the self financing reform of HRA.

Interest Payable:

This represents the annual interest cost of the debt taken out in March 2012 as part of the self financing reform of HRA.

Depreciation, revaluation and impairment of non-current (long term) assets:

This category represents the capital cost of providing housing assets for the year, and consists of annual depreciation charges as well as any revaluation or impairment increases or decreases which have been applied to the HRA rather than to the revaluation reserve.

Changes in valuation are currently reversed through the Movement in Reserves Statement, and do not therefore impact on HRA reserves or Housing rents.

Within the full Statement of Accounts further information can be found in Note 5 to the HRA, on pages 104 and 105.

Change in provision for bad debts:

The value of this provision is recalculated annually on tenant's arrears in accordance with CIPFA guidelines and for 2013/14 has reduced by £17k.

Housing Revenue Account surplus carried forward:

The minimum level of reserves recommended by the Head of Resources for 2012/13 was £446k. At the end of the year, HRA reserves exceeded this level, at £1,724k, with an overall increase of £700k during the year.

A summary of HRA variances to revised budget for the year with explanations may be found in Annexe A section 4.

Supporting information for the benefit of Members

Collection Fund Income and Expenditure Account - Page 107

The Collection Fund is an agent's statement that reflects the statutory obligation for the Council, as a billing authority, to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers and distribution to precepting authorities and the Government of Council Tax and National Non-domestic Rates (NNDR).

Any balance on the fund is restricted to being used to lower or increase the amount required from local Taxpayers in future years.

The statement reports an overall surplus of £555k. The Council's share of this is £84k, compared to a planned amount of £58k which has already been allocated in the calculation of Council Tax for 2013/14 approved in February 2013. The remaining balance is shared between the other major precepting authorities: Essex County Council, Police and Crime Commissioner for Essex and Essex Fire Authority.



CASTLE POINT BOROUGH COUNCIL

Summary Financial Statements

**Financial Year 2012/2013:
Covering the period from
1st April 2012 to 31st March 2013.**



Head of Service Statement

The Council's full Statement of Accounts is prepared in line with proper accounting guidelines that the Council must follow. The figures in this Summary are based on the figures set out in the full Statement of Accounts, but some changes have been made to provide more focused and simpler information. All amounts have been rounded to the nearest thousand pounds ("£000s" or "k").

A section that provides a definition of technical terms and phrases is included on page 8.

The Audit Commission's independently appointed external auditor, BDO LLP, undertook an audit of the accounts during July and August 2013.

Chris Mills, CPFA, Head of Resources

Summary Financial Review

The following is a summary of some of the key points from the accounts:

General Fund financial performance

Following contributions to and from earmarked reserves and amounts carried forward to the next financial year, the General Fund had an overall surplus for the year of £70k, compared to a revised budget planned draw from reserves of £130k, which is a difference of £200k.

Please see page 5 for further details on the General Fund.

Housing Revenue Account financial performance

Following contributions to earmarked reserves, the Housing Revenue Account had an overall surplus for the year of £700k compared to a revised budget planned surplus of £587k, which is a difference of £113k.

Please see page 6 for further details on the Housing Revenue Account.

Capital Expenditure financial performance

The Council has a capital programme, which is shared between both General Fund and Housing Revenue Account activities. Overall, capital expenditure for the year was £4,432k.

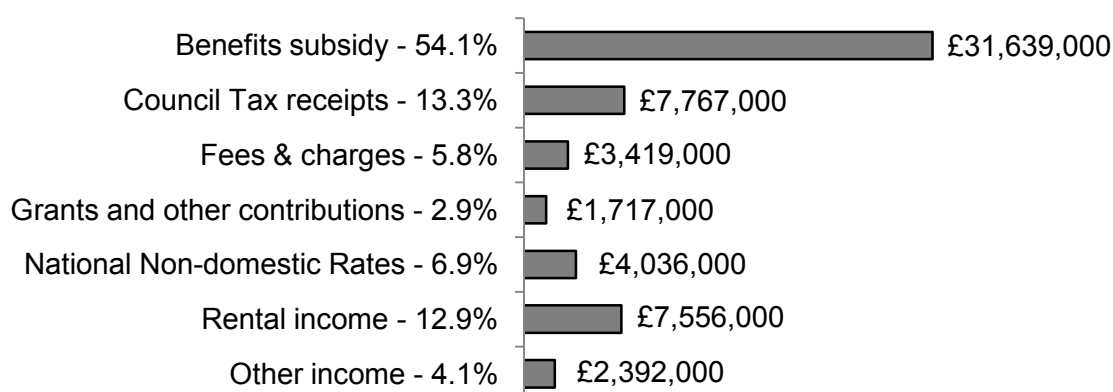
Please see page 7 for further details on capital expenditure.



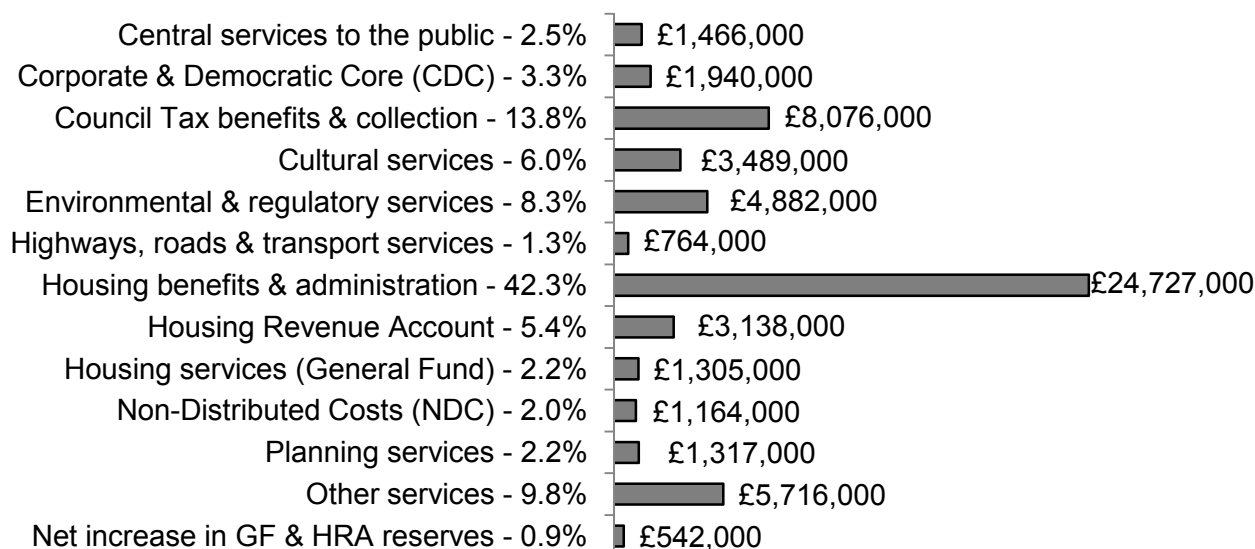
Cost of Council Services

The charts below show in broad terms what the Council's money was spent on (the services provided) and how that spending was funded. These figures cover both the General Fund (GF) and the Housing Revenue Account (HRA). They represent a simplified version of the Council's revenue income and expenses, without some of the statutory adjustments such as capital charges that are required to be used in the amounts reported in the Statement of Accounts.

Where the money came from (total £58,526,000):



What the money was spent on (total £58,526,000):



Definitions of Council Services

Central services to the public includes the cost of elections, emergency planning, land charges and grants and donations to voluntary and similar organisations.

Corporate and Democratic Core (CDC) includes all Members' activities and those corporate activities and costs which enable the infrastructure that allows services to be provided.



Council Tax benefits and collection includes the cost of collecting and administering Council Tax and National Non-domestic Rates and the cost of Council Tax Benefit payments made to claimants.

Cultural services includes leisure centres, community halls, allotments, parks and open spaces, sport and the arts.

Environmental and regulatory services includes food safety, animal & public health, pollution control, licensing, refuse collection and recycling, public conveniences, street cleaning and cemeteries.

Highways, roads and transport services includes car parks and public transport schemes.

Housing benefits and administration includes the cost of all Housing Benefit payments made to claimants, and the cost of administering the Housing Benefit function.

Housing Revenue Account includes the management and maintenance of the Council's own housing stock.

Housing services includes the cost of statutory homelessness and housing options functions, as well as other strategic housing functions.

Non-Distributed Costs (NDC) are overheads which are not allocated to a specific service, and include pension costs for past employees and properties not used as part of the Council's normal activities.

Planning services includes building control, development control, planning policy and economic development.

Other services includes payments of interest, the precept payment to Canvey Island Town Council, and contributions towards capital expenditure and capital funding.

Council Tax and Business Rates

Castle Point Borough Council raised Council Tax bills to the value of approximately £49.85 million in 2012/13. Around £7.39 million (14.9%) of this was kept by the Council to carry out its own services, and the remainder was paid over to Canvey Island Town Council, Essex County Council, Police and Crime Commissioner for Essex and Essex Fire Authority.

Overall the Council collected 98.65% of Council Tax owed in 2012/13, the same percentage as in 2011/12. It also collected 98.59% of Business Rates owed for 2012/13, compared to 99.18% in 2011/12.

Collection statistics	2011/12	2012/13
Population of Castle Point Borough (estimated)	89,600	89,600
Band D equivalent properties	32,056	32,208
Number of Direct Debits	25,101	25,425
Value of Direct Debits (full year)	£32.8 million	£34.3 million
% of Direct Debits over total collection (full year)	76.79%	80.09%



Balance Sheet

The Balance Sheet summarises the assets and liabilities held by the Council as at 31st March 2013. It shows information such as the value of the assets in the Council's ownership, the money owed to, and by, the Council and the levels of reserves held by the Council.

	£000s
Council owned buildings, land, houses and other assets	117,776
Stocks	46
Cash in bank and investments	13,952
Money owed to the Council	3,327
Money owed by the Council	(7,694)
Long term borrowing	(41,776)
Liability related to defined benefit pension scheme	(39,157)
Total assets less liabilities	46,474

Funded by:

General Fund reserve	3,022
Housing Revenue Account reserve	1,724
Earmarked reserves	5,024
Pensions reserve (in deficit)	(39,157)
Usable capital reserves	1,386
Unusable reserves	74,475
Total Reserves & balances	46,474

Reserves & balances

General Fund and Housing Revenue Account reserves represent those sums set aside to cushion the Council against future possible events based on the strategic, operational and financial risks facing the Council. Earmarked reserves are those amounts being held to be spent on specific projects and priorities. Any reserves in excess of the minimum recommended by the Head of Resources can be allocated to other priority based projects, subject to the requirements of the Council's financial strategy and medium term financial forecast. See pages 5 & 6 for further analysis of the General Fund, Housing Revenue Account and earmarked reserves.

Usable capital reserves – These accounts represent resources which may be used at the Council's discretion, for capital purposes only. They primarily consist of receipts of income from the sale of assets such as land or buildings, and capital grants which have not yet been spent.

Unusable reserves – These reserves do not represent a resource available to the Council. They primarily consist of those accounts which provide balancing or matching entries in respect of the non-current asset accounts which are required by legislation. The Council's share of any surplus on the Collection Fund is also included in this category.



General Fund

The General Fund is the main fund of the Council and covers the majority of the Council's activities. These are primarily financed through Council Tax, a contribution from National Non-domestic Rates and Government Grants. The main transactions during the year were:

	£000s
Gross expenditure on services	49,981
Income received by services	(38,869)
Net expenditure on services	11,112
Precept payment to Canvey Island Town Council	267
Net total of interest paid and interest received	345
Other costs and income, and other statutory adjustments and entries	1,930
Total net expenditure	13,654
Funded by:	
Income from Council Tax and the Collection Fund	(7,500)
Income from Council Tax on behalf of Canvey Island Town Council	(267)
	(7,767)
Grants received from Central Government	(915)
National Non-domestic Rates received from Central Government	(4,036)
Total funding	(12,718)
Net income and expenditure	(936)
Transfers to or from earmarked reserves (see page 6)	1,006
Net movement in the year	70
General Fund reserve brought forward at the start of the year	2,952
General Fund reserve carried forward at the end of the year	3,022



Housing Revenue Account

The Housing Revenue Account (HRA) is a ring-fenced account that relates to the management and maintenance of the Council's own housing stock. The Account shows the major elements of housing revenue expenditure and how these are financed. The main transactions during the year were:

	£000s
Income:	
Council house rents	(6,481)
Other income	(499)
	(6,980)
Expenditure:	
Repairs and maintenance of council houses	972
Supervision and management	1,888
Other costs, and other statutory adjustments and entries	2,641
	5,502
Net income and expenditure	1,478
Transfers to or from earmarked reserves (see below)	(778)
Net movement in the year	700
HRA reserve brought forward at the start of the year	1,024
HRA reserve carried forward at the end of the year	1,724

Earmarked reserves

The Council maintains a number of earmarked reserves, where amounts are held for use on specific projects. The balances as at 31st March 2013 on these reserves were as follows:

	£000s
Spend delayed from 2012/13 to 2013/14	1,448
Unspent revenue grants	91
Leader's priority fund	15
Regeneration and planning initiatives and strategies	224
Leisure Services fund	384
Initiatives and improvements funds	998
Asset maintenance fund	473
Insurance repayments reserve	342
VAT reserve	271
Housing Revenue Account loan repayment reserve	778
Total earmarked reserves	5,024



Capital Expenditure

Capital Expenditure generally represents money spent by the Council on purchasing, upgrading and improving assets that it owns, such as buildings. The Council receives benefit from capital expenditure over a long period of time. The following table outlines the capital expenditure made during the financial year 2012/13:

	£000s
Cultural Services	
Waterside Farm modernisation works	2,765
Environmental Services	
Vehicle replacement programme	161
Housing Services	
Disabled facilities, and other home improvement grants	380
Housing Revenue Account	
Council House acquisition	98
Kitchen improvements	198
Central Heating	185
Disabled adaptations	79
Bathroom improvements	74
Electrical rewiring	272
Other Housing works	204
Other miscellaneous capital expenditure	16
Total capital expenditure	4,432



Definition of Technical Terms and Phrases

Assets	As shown on the Balance Sheet, this means the value of items owned by the Council including vehicles, buildings and land as at 31 st March 2013. Also includes sums of money owed to the Council at that date.
Band D Equivalent	Intended to represent the average property/dwelling within the Borough.
Capital Expenditure	This is expenditure that results in obtaining or improving assets, such as land, buildings, plant and vehicles.
Council Tax	The tax levied on domestic dwellings.
Earmarked Reserves	Reserves held separate from the main General Fund and Housing Revenue Account reserves, and intended for use in future years on specific projects and priorities.
General Fund	The General Fund is the main fund of the Council and includes the majority of the Council's activities. These are primarily financed through Council Tax, contribution from National Non-domestic Rates and Government Grants.
Government Grants	Sums paid by Central Government towards either specific services or in support of services generally.
Housing Revenue Account	A separately ring-fenced account that relates to the management and maintenance of the Council's own housing stock.
Liability	As shown on the Balance Sheet, an amount owed by the Council as at 31 st March 2013.
National Non-domestic Rates	A charge on businesses, based on a national rate set by the government. (Often referred to as Business Rates)
Ring-fenced account	An account which can only be used for a specific purpose.

Further Information

The Statement of Accounts was approved at a meeting of Special Council on 25th September 2013. The reports which accompany the accounts to this meeting include detailed explanatory narrative of figures shown in the accounts. A copy of these reports may be viewed after the above date on our web-site or obtained at the Council Offices.

The full Statement of Accounts will be available for download at the end of September 2013 from the Council's website at www.castlepoint.gov.uk. If you require a copy of this document in another format, or have any views and comments on it, please email Finance@castlepoint.gov.uk or alternatively write to:

Ian Stapleton, Financial Services Manager, Castle Point Borough Council,
Council Offices, Kiln Road, Thundersley, Benfleet, Essex SS7 1TF.

ORDINARY COUNCIL

25th September 2013

Subject: Notice of Motion

1. Purpose of Report

To present to Council a Notice of Motion received for consideration at this meeting.

1. Councillor Sheldon has given notice of the following:

As part of the response to Sir Michael Pitts' report on the Review of the Summer Floods of 2007, with effect from 1st April 2014 Essex County Council as the lead flood authority will become responsible for approving all future construction work which has surface water implications.

This Council welcomes this measure and in anticipation of the 1st April, moves that Essex County Council be consulted as the lead flood authority on all planning application on sites over one hectare on surface water drainage issues as a quasi-formal consultee.

The Motion is to be seconded by Councillor Cross.