



City of Westminster

Council Agenda

Title: **Council Meeting**

Meeting Date: **Wednesday 13th July, 2016**

Time: **7.00 pm**

Venue: **Porchester Hall, Porchester Road, Bayswater, London W2 5DU**

Members: **All Councillors are hereby summoned to attend the Meeting for the transaction of the business set out.**



Admission to the public gallery is available from 6.30pm.

Please telephone if you are attending the meeting in a wheelchair or have difficulty walking up steps. There is wheelchair access by a side entrance.



An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, please contact the Committee Officer, Mick Steward, Head of Committee and Governance Services.

**Email: msteward@westminster.gov.uk Tel: 020 7641 3134
Corporate Website: www.westminster.gov.uk**

1. APPOINTMENT OF RELIEF CHAIRMAN

To appoint a relief Chairman.

2. MINUTES

To sign the Minutes of the Annual Council meeting held on 18 May 2016.

3. LORD MAYOR'S COMMUNICATIONS

- The Lord Mayor to report that on Thursday 19 May he and The Lady Mayoress attended a Garden Party at Buckingham Palace hosted by HM The Queen.
- The Lord Mayor to report that on Friday 20 May he and The Lady Mayoress attended the 75th Anniversary annual Awards evening for 291 (Westminster & Chelsea) Squadron ATC in Rochester Row.
- The Lord Mayor to report that on Wednesday 25 May he attended the Inaugural Annual Dinner of the Westminster Property Association at The London Hilton, Park Lane.
- The Lord Mayor to report that on Sunday 29 May he attended the Vitality Westminster Mile which took place in The Mall.
- The Lord Mayor to report that on Wednesday 8 June he hosted a Reception in City Hall for MCC and The Foundation for Goodness Charity who work to help those affected by the Tsunami.
- The Lord Mayor to report that on Saturday 11 June he and The Lady Mayoress attended the Ceremony of Trooping the Colour to celebrate HM the Queen's 90th Birthday on Horse Guards Parade.
- The Lord Mayor reports that on Monday 13 June he sent a letter of congratulations to a number of Westminster residents who had been awarded Honours in the Birthday Honours list – these names included Sir Simon Robey, Sir Stuart Hampson CVO, DL and Dame Julia Peyton-Jones DBE.
- The Lord Mayor to report that on Monday 20 June he hosted a Flag Raising Ceremony at City Hall to celebrate Armed Forces Day. The event was attended by a number of Tri Service representatives from within Westminster who subsequently attended a buffet lunch Reception.

(Pages 1 - 4)

- The Lord Mayor to report that on Sunday 26 June he attended an evening service of thanksgiving and re-commitment at Westminster Abbey to mark the 25th Anniversary of the opening of the National Holocaust Centre and Museum.
- The Lord Mayor to report that on Sunday 3 July he and the Lady Mayoress will attend The Annual Civic Service at Westminster Abbey followed by a Reception in College Garden hosted by The Dean of Westminster.

4. DECLARATIONS OF INTEREST

To receive any Declarations of Interests from Members and Officers of the Council.

5. PETITIONS AND DEPUTATIONS (IF ANY)

6. QUESTIONS

Standing Order 9 limits the questions to matters relevant to the general work or procedure of the Council.

7. COUNCILLOR ISSUES

- (a) Councillor Rita Begum – Youth Inter-Generational Issues in Maida Vale.
- (b) Councillor Paul Church - A West End For All.

8. STATEMENT ON URGENT MATTERS

With the approval of the Chairman of the meeting, the Leader of the Council may make a statement on an urgent matter and the Leader of the Opposition will have an equivalent right of reply.

9. FUTURE POLICY PLAN

To consider items chosen for debate from the attached Future Policy Plan.

(Pages 5 - 10)

10. CABINET/COMMITTEE REPORTS

To receive, consider and debate, if chosen, the following reports which contain a recommendation to the Council for decision:

(Pages 11 - 54)

Cabinet/Committee	Date of Meeting
Cabinet	6 June
General Purposes Committee	6 July (To Follow)

11. NOTICE OF MOTION

To be moved by Councillor Adam Hug and seconded by Councillor Paul Dimoldenberg.

Following from the result of the EU Referendum this Council seeks to ensure that the impact of this has a minimal impact on our residents. To that end we will:

- Ensure that public services are protected from any further cuts.
- Reassure EU citizens who have chosen to work and live in Westminster of the important contribution they make to our City and their place in our future, noting the important planned work of the Community Cohesion Commission. We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our city. We will ensure council bodies and local groups are supported to fight and prevent any upsurge in racism and xenophobia.
- Commit to an ever greater house building programme, particularly for those who cannot meet the financial commitments of existing opportunities.
- Work with contractors and service providers to develop employment and career opportunities for younger people who live in the City.
- Support calls for greater devolution of powers to London and local authorities.

Westminster City Hall
64 Victoria Street
London SW1
1 July 2016

Chief Executive

CITY OF WESTMINSTER

MINUTES OF PROCEEDINGS

At the Annual Meeting of the Council of the City of Westminster held at 7.00 pm on Wednesday 18th May, 2016 at Porchester Hall, Porchester Road, Bayswater, London W2 5DU.

PRESENT

The Lord Mayor, Councillor Christabel Flight and then upon election the Lord Mayor, Councillor Steve Summers

COUNCILLORS

Heather Acton	Barbara Grahame
Ian Adams	Lindsey Hall
Nickie Aiken	Angela Harvey
Julia Alexander	David Harvey
Barbara Arzymanow	Richard Holloway
Daniel Astaire	Louise Hyams
Richard Beddoe	Patricia McAllister
Rita Begum	Guthrie McKie
David Boothroyd	Tim Mitchell
Iain Bott	Adnan Mohammed
Susie Burbridge	Gotz Mohindra
Ruth Bush	Jan Prendergast
Melvyn Caplan	Papya Qureshi
Danny Chalkley	Suhail Rahuja
Paul Church	Robert Rigby
Brian Connell	Rachael Robathan
Antonia Cox	Tim Roca
Thomas Crockett	Ian Rowley
Peter Cuthbertson	Karen Scarborough
Robert Davis, MBE, DL	Andrew Smith
Tony Devenish	Steve Summers
Paul Dimoldenberg	Shamim Talukder
Nick Evans	Barrie Taylor
Jean Paul Floru	Cameron Thomson
Peter Freeman	Aziz Toki
Murad Gassanly	Judith Warner
Jonathan Glanz	Jason Williams
	Jacqui Wilkinson

1 ELECTION OF LORD MAYOR

Proposed by Councillor Robert Davis and seconded by Councillor David Harvey that Councillor Steve Summers be elected Lord Mayor of Westminster for the ensuing year.

Proposed by Councillor Barrie Taylor and seconded by Councillor Tim Roca that Councillor Rita Begum be elected Lord Mayor of Westminster for the ensuing year.

Upon a show of hands, the Lord Mayor declared that Councillor Steve Summers had been elected Lord Mayor.

RESOLVED: That Councillor Steve Summers be elected Lord Mayor of Westminster for the ensuing year.

Councillor Steve Summers thereupon made subscribed the Declaration of Acceptance of Office of Lord Mayor and of the Office of Deputy High Steward of Westminster. Having done so she took the Chair and thanked the Council for his election and reported that Mrs Kate McCarthy would be his Lady Mayoress.

2 MINUTES

The minutes of the Council meeting held on 27 April 2016 were, with the assent of the Members present, signed by the Lord Mayor as a true record.

3 APPOINTMENT OF LORD MAYOR'S CHAPLAIN

The Lord Mayor announced that he had appointed the Reverend Michael Macey as his Chaplain.

4 PRESENTATION OF PAST LORD MAYOR'S BADGE AND OTHER INSIGNIA

The Lord Mayor, on behalf of the Council, presented Councillor Christabel Flight with a past Lord Mayor's badge and the Vote of Thanks on Vellum as agreed by the Council at its previous meeting and also presented a past Lord Mayor's Consort badge to Lord Flight. Councillor Flight thanked the Council on behalf of her Consort and herself.

5 LORD MAYOR'S COMMUNICATIONS

The Lord Mayor informed the Council that the Annual Civic Service would be held at Westminster Abbey at 11.00am on Sunday 3 July 2016 and all present were welcome to attend.

6 CONSTITUTIONAL ISSUES

The report of the Chief Executive was submitted.

Councillor McKie spoke on behalf of the Minority Party in which he advised that his Group's primary objective was to the appointment of Cabinet and Deputy Cabinet Members to Planning Applications Committees. Councillor Mitchell replied.

The Lord Mayor then put the recommendations set out in the report to the vote and on a show of hands declared these to be **AGREED**.

RESOLVED:

That the allocation of places on the following standing committees and notes the names of the Members appointed to them (including any changes) following notification by the respective Party Whips as set out below and detailed in Appendix A of the report be agreed.

That the Council confirm the proportional division of seats on the Standing Committees as shown in Column 3 of Appendix A of the report as set out below with the establishment of an additional Planning Applications Committee with the same terms of reference as the existing Planning Applications Committees.

Committee	Members	Proportionality	
		Conservative	Labour
Audit and Performance	4	3	1
General Purposes	4	3	1
Westminster Scrutiny Commission	6	4	2
Children, Sports & Leisure Services P&S	8	6	2
Adults, Health and Public Protection P&S	8	6	2
Environment and Customer P&S	8	6	2
Housing, Finance and Corporate Services P&S			
Standards	6	4	2
Pension Fund	4	3	1
Planning (1)	4	3	1
Planning (2)	4	3	1
Planning (3)	4	3	1
Planning (4)	4	3	1
Planning (5)	4	3	1
	76	56	20

That the Members Allowances Scheme be amended as set out in paragraph 3.7 of the report.

The Meeting ended at 8.02 pm

CHAIRMAN: _____

DATE _____

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Agenda Item 9

City of Westminster

Council Meeting – Agenda Item 9

Wednesday 13 July 2016

Future Policy Plan

No.	Subject	Cabinet Member Portfolio	Lead Officer
1	Addressing dementia	Adults & Public Health	Liz Bruce
2	Adult Education	Housing, Regeneration, Business and Economic Development	Ed Watson
3	Affordable business space	Built Environment Housing, Regeneration, Business and Economic Development	Ed Watson
4	Affordable childcare	Children & Young People	Clare Chamberlain
5	Affordable Housing	Housing, Regeneration, Business and Economic Development Built Environment	Ed Watson
6	Air Quality	Sustainability & Parking	Julia Corkey
7	Alternative Education	Children & Young People	Clare Chamberlain
8	Anti-social behaviour	Public Protection	Stuart Love
9	Apprenticeships	Housing, Regeneration, Business and Economic Development	Ed Watson
10	Assets of Community Value	Built Environment	Julia Corkey
11	Benefits administration	Finance and Corporate Services	Steve Mair
12	BIDS	Housing, Regeneration, Business and Economic Development	Julia Corkey Ed Watson Stuart Love
13	Business Rates	Leader of the Council Finance and Corporate Services Housing, Regeneration, Business and Economic Development	Charlie Parker Steve Mair Ed Watson
14	Businesses in Westminster	Housing, Regeneration, Business and Economic Development Built Environment	Ed Watson
15	Capital Programme	Finance and Corporate Services	Steve Mair

No.	Subject	Cabinet Member Portfolio	Lead Officer
16	Care Act	Adults & Public Health	Liz Bruce
17	CCTV	Public Protection	Stuart Love
18	Child poverty	Children & Young People Housing, Regeneration, Business and Economic Development Adults & Public Health	Clare Chamberlain Liz Bruce
19	Child Protection	Children & Young People	Clare Chamberlain
20	Childhood Obesity	Children & Young People Adults & Public Health	Clare Chamberlain Liz Bruce
21	City for All	Leader of the Council	Julia Corkey Charlie Parker
22	City Inspectors	Public Protection	Stuart Love
23	CityWest Homes	Housing, Regeneration, Business and Economic Development	Ed Watson
24	Clinical Commissioning Groups	Adults & Public Health	Liz Bruce
25	Commercial Opportunities	Finance and Corporate Services	Julia Corkey
26	Community Engagement	Sports and Leisure	Julia Corkey
27	Community Infrastructure Levy	Built Environment	Julia Corkey Ed Watson
28	Corporate Parenting	Children & Young People	Clare Chamberlain
29	Corporate Services	Finance and Corporate Services	Charlie Parker
30	Council Budget & Financial Management	Finance and Corporate Services	Charlie Parker Steve Mair
31	Council Management	Leader of the Council	Charlie Parker
32	Council Tax	Finance and Corporate Services	Charlie Parker Steve Mair
33	Counter-terrorism	Public Protection	Stuart Love
34	Crossrail 1 and 2	Built Environment	Ed Watson
35	Customer Services	City Management and Customer Services	Julia Corkey

No.	Subject	Cabinet Member Portfolio	Lead Officer
36	Cycling	Sustainability & Parking	Julia Corkey Ed Watson
37	Debt Management	Finance and Corporate Services	Steve Mair
38	Devolution	Leader of the Council	Charlie Parker
39	Encouraging social enterprise	Housing, Regeneration, Business and Economic Development Built Environment	Ed Watson
40	Equalities	Leader of the Council	Julia Corkey
41	Family Recovery / Troubled Families	Children & Young People	Clare Chamberlain
42	Fire Station Reforms	Public Protection	Stuart Love
43	Fostering and Adoption	Children & Young People	Clare Chamberlain
44	Education	Children & Young People	Clare Chamberlain
45	Freedom Pass	Adults & Public Health	Liz Bruce
46	Gangs & Youth Violence	Public Protection	Stuart Love
47	GP Quality & Performance	Adults & Public Health	Liz Bruce
48	Green Spaces & Parks	Sports and Leisure	Stuart Love
49	Greener City Action Plan	Sustainability and Parking Built Environment	Julia Corkey Ed Watson
50	Growth and Economic Development	Housing, Regeneration, Business and Economic Development Built Environment	Ed Watson
51	Public Health	Adults & Public Health	Liz Bruce
52	Healthwatch Westminster	Adults & Public Health	Liz Bruce
53	High Speed 2	Built Environment	Ed Watson
54	Home Meals Services	Adults & Public Health	Liz Bruce
55	Homelessness / Rough Sleeping	Adults & Public Health Housing, Regeneration, Business and Economic Development	Liz Bruce Ed Watson
56	Housing Revenue Account	Housing, Regeneration, Business and Economic Development	Ed Watson
57	Housing Strategy & Housing Renewal	Housing, Regeneration, Business and Economic Development	Ed Watson

No.	Subject	Cabinet Member Portfolio	Lead Officer
58	Digital Strategy	Finance and Corporate Services City Management and Customer Services	Steve Mair Julia Corkey
59	Information Technology Strategy	Finance and Corporate Services	John Quinn
60	Legal Services	Finance and Corporate Services	John Quinn
61	Libraries	Sports and Leisure	Stuart Love
62	Licensing	Public Protection	Stuart Love
63	Local Government Finance	Finance and Corporate Services	Steve Mair
64	London Plan	Built Environment	Julia Corkey
65	Managed Services Programme	Finance and Corporate Services	Charlie Parker
66	Protests & demonstrations	City Management and Customer Services	Stuart Love
67	Managing the public realm	Built Environment City Management and Customer Services	Ed Watson Stuart Love
68	Utility Companies	City Management and Customer Services	Stuart Love
69	Mayor of London & London Governance	Leader of the Council	Charlie Parker
70	Military Covenant	Adults & Public Health	Julia Corkey
71	Natural Environment	Sustainability & Parking	Stuart Love Ed Watson Julia Corkey
72	Neighbourhood Forums	Built Environment	Julia Corkey
73	Ward budgets	Sports and Leisure	Julia Corkey
75	Overcrowding (Housing)	Housing, Regeneration, Business and Economic Development	Ed Watson
76	Parenting	Children & Young People Adults & Public Health	Clare Chamberlain Liz Bruce
77	Parking services and enforcement	Sustainability and Parking	Stuart Love
78	Pedicabs	City Management and Customer Services Public Protection	Stuart Love Ed Watson
79	Development Planning services	Built Environment	Ed Watson
80	Policing	Public Protection	Stuart Love

No.	Subject	Cabinet Member Portfolio	Lead Officer
81	Policy and Scrutiny	Leader of the Council	Julia Corkey
82	Preventing Re-offending	Public Protection	Stuart Love
83	Procurement	Finance and Corporate Services	John Quinn
84	Corporate Property	Finance and Corporate Services	Steve Mair
85	Property Tenancy Agreements	Housing, Regeneration, Business and Economic Development	Ed Watson
86	Public Conveniences	City Management and Customer Services	Stuart Love
87	Public Service Reform	Leader of the Council	Charlie Parker
88	Queens Park Community Council	Sports and Leisure	Charlie Parker Julia Corkey
89	Royal Parks	City Management and Customer Services	Stuart Love Ed Watson
90	School Meals	Children & Young People	Clare Chamberlain
91	School Nursing	Adults & Public Health	Liz Bruce
92	Sexual Health	Adults & Public Health	Liz Bruce
93	Special Events	Public Protection City Management and Customer Services Built Environment	Julia Corkey
94	Special Needs Provision	Children & Young People	Clare Chamberlain
95	Specialist Housing Strategy	Adults & Public Health Housing, Regeneration, Business and Economic Development	Liz Bruce Ed Watson
96	Sports & leisure services	Sports and Leisure	Stuart Love
97	Staffing	Finance and Corporate Services	Charlie Parker
98	Street entertainment	City Management and Customer Services Public Protection	Stuart Love Ed Watson
99	Street Management	City Management and Customer Services	Stuart Love
100	Substance misuse	Adults & Public Health Public Protection	Liz Bruce Stuart Love
101	Support for small businesses	Housing, Regeneration, Business and Economic Development Built Environment	Ed Watson

No.	Subject	Cabinet Member Portfolio	Lead Officer
102	Supporting carers	Children & Young People Adults & Public Health	Clare Chamberlain Liz Bruce
103	The City Plan	Built Environment	Julia Corkey
104	Transport for London	City Management and Customer Services Built Environment	Ed Watson
105	Tri-borough	Leader of the Council	Charlie Parker
106	Violence Against Women & Girls	Public Protection Children & Young People	Stuart Love Clare Chamberlain
107	Voluntary sector and community support	Sports and Leisure	Julia Corkey
108	Walking Strategy	Sustainability & Parking	Julia Corkey
109	Waste and recycling	City Management and Customer Services	Stuart Love
110	Welfare Reform & Universal Credit	Housing, Regeneration, Business and Economic Development	Julia Corkey
111	West End Partnership	Leader of the Council	Charlie Parker
112	Worklessness	Housing, Regeneration, Business and Economic Development	Ed Watson
113	World War I Centenary Commemorations	Adults & Public Health	Julia Corkey

Report of the Cabinet Meeting held on Monday 6 June

Present: Councillors Philippa Roe (Leader of the Council), Heather Acton, Nickie Aiken, Melvyn Caplan, Danny Chalkley, Robert Davis, MBE, DL, David Harvey, Tim Mitchell and Rachael Robathan.

1. 2015-2016 Annual Accounts

- (a) We received a report, attached as Appendix A, which set out a summary of the 2015-2016 Annual Accounts. The accounts must be presented for approval by a Council Committee following the audit and the inspection period. The Audit and Performance Committee will met for this purpose. We submit this report to the Council for information.

We recommend: That the report, attached as Appendix A, be noted.

2. Treasury Outturn Report

- (a) We received a report, attached as Appendix B, which sets out the Council's Annual Treasury Outturn Report for 2015-2016. In accordance with regulatory requirements these are presented to the Council for information.

We recommend: That the report, attached as Appendix B, be noted.

Philippa Roe
Leader of the Council

Background Information

- Reports and Minutes to Cabinet meeting – 6 June 2016

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Date:	Monday 6th June 2016
Classification:	General Release
Title:	2015/16 Annual Accounts
Report of:	City Treasurer
Cabinet Member Portfolio	Cabinet Member for Finance and Corporate Services
Wards Involved:	All
Policy Context:	The efficient and effective management of the Council's financial affairs
Report Author and Contact Details:	Steven Mair – City Treasurer smair@westminster.gov.uk

1. Executive Summary

1.1 The Accounts and Audit Regulations 2015 set out the requirements for the production and publication of the annual Statement of Accounts. Regulations state that the Council should submit its accounts for audit by 30 June 2016 and that a committee should approve the final, audited 2015-16 Statements for both the Council and the Pension Fund by 30th September 2016. In accordance with the Council's considerably enhanced closure programme (quality and pace) these accounts:

- were submitted to Grant Thornton for external audit on the 9th April 2016. Thus the Council has achieved in 9 days what most local government bodies take 3 months to complete
- are the earliest public sector accounts ever issued
- have exceeded the performance of 94% of the FTSE 100, including the 9 largest companies
- were reported to the Audit and Performance Committee on the 12th May, four and half months before the statutory deadline

- 1.2 This builds on the performance for 2014/15 when the Council submitted its accounts on the 16th April 2015, published its accounts earlier than any other local government body on the 18th May 2015, were the earliest local government body accounts for 70 years and exceeded the performance of 83% of the FTSE 100.
- 1.3 Other key items to note are:
- the revenue outturn shows an underspend of £5.54m against budget.
 - the capital programme original budget including 2014/15 slippage of £13.86m was £188.3m. This was re-profiled to £94.697m after adjustments and virements with the forecast outturn reported as £75.46m as at Period 10. As at year end the outturn position is reported as £69.432m which represents an underspend against original gross budget of £118.87m (63%).
 - the original HRA capital budget for 2015-16 was £93.4m including slippage from 2014/15 of £3.6m. At period 10 the forecast outturn reported as £49.6m. The actual outturn position was £54.7m, which represents an underspend against original gross budget of £38.7m (41%).
 - the overall Council capital programme position was therefore an original budget of £281.7m, a re-profiled budget of £188.097m after adjustments and virements with the forecast outturn reported as £125.06m as at Period 10. As at year end the outturn position is reported as £124.132m which represents an underspend against original gross budget of £157.568m (56%).
 - the balance sheet strengthened during the financial year with overall net assets increasing from £1,777m in 2014/15 to £1,898m as at 31 March 2016. As a consequence of the improved financial position for the year the Council was able to increase its General Fund Reserves by £5.54m to a closing balance of £41.58m to provide the Council with on-going financial resilience in an increasingly austere economic climate over the medium-term.
 - this year's closedown process has been challenging given the need to bed down the new Agresso system which went live 1 April 2015 as part of the Managed Services Programme. However, despite these challenges there have been a range of improvements in the accounts and accounting year on year covering back office processes and systems (e.g. a refreshed "cloud based" asset register) and improved presentation, accuracy, better inclusion of information and improved accounting.
- 1.4 There is a technical change related to the publication of local authority accounts effective from this year whereby the accounts are subject to new arrangements for the exercise of electors' rights, which take effect from the 2015-16 financial statements. One of the most significant changes is that the auditor is no longer required to 'call the audit' and specify a date upon which

electors can meet with the auditor and ask questions about the accounts. In addition, the period for the exercise of electors' rights is set at 30 working days, and for 2015-16 must include the first 10 working days of July.

- 1.5 The Council's meeting to consider and approve the accounts must take place after the period for the exercise of electors' rights has ended. In practice this means therefore that the inspection period this year cannot end before 14 July 2016. This means that no authority is able to formally approve and publish their accounts before 14 July 2016 with the Inspection period starting on 3rd June 2016. To comply with this a special Audit and Performance Committee has been called at the end of the Council's inspection period

2. Recommendation

- 2.1 That the report be noted and referred to Full Council for information.

2. Background

- 2.1 The Council prepared its final accounts for 2015/16 and submitted them to the Council's external auditors, Grant Thornton, for audit on 9th April 2015. This is a full 12 weeks in advance of the statutory requirement of the 30 June.
- 2.2 The Council has very significantly improved the quality and the timeliness of its accounts. This has been achieved through the financial transformation programme that was put in place for 2014/15 and which has continued into 2015/16 and which will continue going forward.
- 2.3 The accounts are shown as the Appendix 1 and contain full detail of the Authority's finances for the year.
- 2.4 The Council's external auditors (Grant Thornton) presented their audit findings to Audit and Performance committee on 12th May. A summary of their findings is as follows:
- The Council prepared a good quality set of de-cluttered accounts for audit by 9th April 2016
 - The supporting working papers were of a high quality
 - Grant Thornton anticipate providing a unqualified opinion on 14th July 2016
 - In all significant respects the Council was deemed to have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.
- 2.5 As part of their audit testing Grant Thornton commented positively on the Council's efforts in proactively managing the go-live of MSP during 2015/16. There were no adjusted misstatements and no unadjusted misstatements reported as part of the audit findings. A small number (four) of misclassifications were identified which were amended, these did not impact on the outturn of the Council, or any of the Core statements and were presentational in nature. The positive report received by external audit is

alongside the performance of the Council in producing the earliest ever local government accounts in just 9 days. The findings of the audit report evidence the fact that this has been done whilst also noting the improved quality of the accounts themselves.

3 Timetable

3.1 The Authority has continued accelerating the timeliness of its closedown process and simultaneously targeting improving the quality of its final accounts preparation.

3.2 In recent prior years the date that the Authority has submitted its accounts for audit has been as follows:

- 2012/13 30th June 2013
- 2013/14 19th May 2014
- 2014/15 16th April 2015
- 2015/16 9th April 2016

4 Financial Management Quality Transformation

4.1 The Council's accounts represent one outcome from the financial management transformation work that is continuing. This will underpin the work of the Council as well as ensuring compliance with statutory requirements, budget management and excellent financial practice.

4.2 In support of this approach a series of further improvements have been brought about:

- lessons learned from 2014/15 were identified and implemented in this year's timetable which was rolled out for period 5 as a partial hard closedown and then monitored and updated throughout the year. This enabled us to identify new requirements such as the implementation of IFRS13 'Fair Value measurement' early and establish a strategy for its successful implementation.
- the Core Statements and a number of notes can now be generated automatically from the Trial Balance. This reduction in the production time means more attention can be spent interrogating and reviewing the figures which underpin the statements.
- an enhanced Quality Assurance process which ensured all working papers were produced in a standardised way to enable consistency and accuracy through a centralised QA team.
- a number of training courses on technical issues were run throughout the year as well as more informal sessions. These covered areas including technical accounting issues, working paper production and Agresso training.

- the asset register was moved onto a cloud based platform significantly improving performance. This enabled a reduction the time required in uploading year end information significantly contributing towards the faster close.
- 4.3 Using project management disciplines the Council has developed a highly detailed action plan, defined roles and responsibilities, a communication and stakeholder management plan, risk management and progress reporting.
- 4.4 There have been a series of improvements in the 2015/16 accounts themselves. Some examples of matters improved during 2015/16 which in previous years had not been dealt with to the same standard are noted below:
- “de-cluttering” of the accounts, removing those items which are of a non-material nature or do not help to clarify for users of the document.
 - the order of the notes has been amended to help improve the flow of the document. Notes are now ordered based on which Core statement they relate to in order to aid the reader of the accounts.
 - a full review of service concessions and similar contracts has taken place to reclassify reference to PFI schemes.
 - inclusion of a “Narrative Report”, replacing the Explanatory Forward.
 - more detailed disclosure of material items of income and expenditure
 - improved formatting of draft accounts, so there is minimal difference between the version first presented to audit and that posted online as the final design version.
- 4.5 Work to drive forward quality further in 2016/17 will be further prioritised

5 **Benefits of the Early Closure of Accounts**

- 5.1 The early closure of accounts continues to brings with it the following benefits:
- the ability to provide earlier assurance and information to stakeholders providing much more timely information than has been the case in the past
 - the early closure of accounts is a significant driver of efficiency and therefore in the value the finance service can bring. In terms of efficiency the team is freed up to focus on the budget and medium term planning much earlier than would otherwise be the case, particularly important in the current very challenging financial circumstances
 - it will allow the whole of finance to turn its attention to in year issues and the benefits this will bring almost immediately after accounts finalisation rather than later in the financial year

- likewise the service will be able to direct its resources to planned improvements in capital modelling and monitoring, an area previously identified as worthy of increased attention
- embedded and refined project management skills. The closure of accounts is a significant project involving third parties, officers around the Council and the auditors. Project management will continue to improve for 2016/17
- staff experience, motivation and career development is enhanced. It is also the case that the reputation of Westminster Council finance will be improved by these significant developments.
- the early programme builds in capacity to address emerging issues in a timely manner should they arise.
- it sets a standard of quality, aspiration and timeliness which is then applied to other financial work.

6 Revenue Outturn – By EMT Member

- 6.1 As shown in Table 1 below, the full year outturn for the Council amounted to an under spend of £5.540m against the net service area budget of £196.306m. This is primarily due to City Management and Communities delivering a favourable variance of £4.671m combined with surpluses in the Chief of Staff (£0.189m), Adult Services (£0.199m) and other smaller net favourable variances across the other directorates.
- 6.2 In respect of key savings initiatives, the directorates were able to deliver against the targets or mitigate any shortfalls in savings which did not deliver in full, thereby delivering the surplus against budget of £5.540m. A review will be undertaken to verify whether the mitigating actions were on an on-going or one-off basis and hence whether there will be any risk for the 2016/17 outturn.
- 6.3 Risks and opportunities as reported at P10 were either mitigated or did not materialise by year end. Reporting on these recommence with 2016/17 monitoring, when the potential of these impacting the next financial year's outturn will be assessed.

Table 1 – Period 12 Actual Outturn by EMT Member

SERVICE AREAS - EMT Structure	Budget	Actual Outturn	Variance to Budget
	£000	£000	£000
Chief of Staff	2,721	2,532	(189)
City Treasurer	6,277	6,266	(11)
Director of Policy, Performance and Communications	9,008	8,991	(17)
Executive Director of Adult Services	64,030	63,831	(199)
Executive Director of Childrens Services	41,043	40,914	(129)
Executive Director of City Management and Communities	21,972	17,301	(4,671)
Executive Director of Corporate Services	19,260	19,095	(165)
Executive Director of Growth, Planning and Housing	31,995	31,836	(159)
SERVICE AREA TOTAL	196,306	190,766	(5,540)

Council Tax	46,043	46,043	-
Business Rates Net of Tariff	80,224	80,224	-
Revenue Support Grant	70,039	70,039	-
Corporate Financing	196,306	196,306	-
Net (Surplus) / Deficit	-	(5,540)	(5,540)

The position set out overleaf is comprised of the following:

Chief of Staff (Siobhan Coldwell)

- 6.4 The year-end position for the Chief of Staff's directorate was an under spend of £0.189m against the annual budget of £2.721m. The key drivers for the under spend were the Members Service (£0.158m), mainly relating to allowances; reduced pay spend (£0.095m), of which £0.061m was due Complaints and Customer service not recruiting to vacant posts; and under spends on other overheads (£0.052m). This was offset by an over spend on the Coroner's Service (£0.116m), of which £0.074m related to funeral expenses.

City Treasurer (Steve Mair)

- 6.5 The year-end position for the City Treasurer directorate was an under spend of £0.011m against a budget of £6.277m. The under spend comprises improved net interest earnings on loans and investments which delivered a

favourable impact on net financing costs offset by technical adjustments required in the financial statements.

- 6.6 WCC business rates income has been significantly lower than CLG assumed baseline funding levels since the start of localised rates. (Lower by £57m in 2013/14 and £66m in 2014/15). It was a further £65m lower in 2015/16. The Council is however protected against a loss in excess of £6m loss by the safety net and thus the Council's budget was balanced in this regard. It is likely that a safety net payment will also be required next year. The 2017 Revaluation has the potential to create further similar problems in future years

Policy, Performance and Communications (Julia Corkey)

- 6.7 The final position was an under spend of £0.017m which was effectively in line with the forecasted position reported as at P10. The key drivers of the underspend were: employee costs lower than budget £0.686m; additional income of £0.417m, mainly relating to air quality grant income (£0.160m), funding of the business intelligence project (£0.121m) and over achievement on City Promotion, Events and Filming (£0.092m). However, non-pay expenditure was over spent mainly due to £0.544m on contracts, £0.524m against payments to service providers under Cross River Partnership, and £0.275m on other non-pay lines.

Adult Services (Liz Bruce)

- 6.8 The outturn position for Adult Services as at 31st March 2016 is an under spend of £0.199m. The position projected at P10 was a balanced budget and the main reasons for the variance are direct payment claw-backs of care payments received in March and general movements in placement packages. This was the result of a review of circumstances and needs of customers who were found to have a lower level of need and therefore were in receipt of excess funds which were to be returned to the Council. All in year budget pressures were contained within existing resources and the outturn includes the achievement of the £6m savings target for 2015/16.
- 6.9 The anticipated risk in the Homecare forecast of £0.1m at P10 did not materialise as it was mitigated by a slower than expected transfer of packages to new contracts.
- 6.10 There will continue to be on-going pressures on ASC budgets and a forecast growth in demand for care services as a result of increasing numbers of older people, people with disabilities and people with long term health conditions needing care. These demographic pressures are exacerbated by increasing pressure from hospitals to discharge patients in a timely fashion, particularly during the winter months. In addition there is pressure from a reduced capacity to make efficiencies from external care providers without affecting the quality of care they provide along with an increase in Homecare costs. Internal reviews of all areas of expenditure are on-going in order to mitigate pressure from care placements. Using ONS & GLA data, demographic pressures have been estimated as being approximately 1.7% of total placement budgets each

year for the next 10 years at approximately £1.1m to £1.2m p.a. and this is being closely monitored for financial planning.

- 6.11 On the 4th June 2015 it was announced by the Treasury that Non-NHS Health budgets are to be cut in-year by £200m (6.2%) across England. WCC's current share of the total Public Health funding for 2015/16 is £33.477m. For WCC this equated to a cut of £2.076m which was met from contract underspends and unexpected underspends in Public Health Investment Fund approved projects. In the Spending Review the Chancellor advised that there would be further savings in the Public Health grant - an average real terms saving of 3.9% each year to 2020/21.

Children's Services (Andrew Christie)

- 6.12 Overall the Children's Services directorate has reported an outturn underspend of £0.129m. This is an improvement on the breakeven projection at P10.
- 6.13 The Commissioning service was underspent by £0.042m as it delivered early MTP savings on Early Years, Legal & Family Partnership budgets, which offset overspends on Assessment and Contact services, plus staffing and transitional costs associated with the delayed implementation of the restructure to the service.
- 6.14 Family Services had an adverse outturn of £1.136m mainly arising from significant demand-led pressures relating to external private and residential placement costs brought about through Government strategy and/or legislative changes. Although placement expenditure has decreased by the MTP target, it still remains a significant cost pressure to the service overall. There were also in-year cuts in Government grant funding for the Youth Offending Service and also the late delivery of MTP savings relating to Play and Children's Centres.
- 6.15 There were also overspends within the Schools Commissioning and Education service of £0.364m mainly due to overspends on the SEN passenger transport contract as the number of high needs, high cost service users have been higher than anticipated. There were also pressures as a result of additional expenditure required to support service stability through the conversion of SEN Statements into the new Education, Health and Care Plan (EHCP) format. These overspends were partially mitigated by underspends within school standards as a result of increased income.
- 6.16 The Safeguarding and Quality Assurance service had a small overspend a result of additional agency expenditure to cover short term vacancies (£0.052m).
- 6.17 The Finance and Resources service had a favourable outturn of £1.580m as it has delivered underspends from Social Care Legal, Transport and Building Schools Future budgets.

City Management and Communities (Stuart Love)

- 6.18 City Management and Communities reports an overall net surplus to budget at year-end of £4.671m.
- 6.19 This is partly due to the Parking service having a net surplus of £2.190m, arising from contract budget underspends (£1.5m), combined with additional income resulting from implementing the tariff review recommendations in-year (£0.690m).
- 6.20 The Waste service delivered a net surplus of £1.878m from growth in commercial waste sales and fees, after offsetting additional disposal and collection costs of £0.7m.
- 6.21 Highways and Public Realm was underspent by £1.842m due to staffing vacancies of £0.641m, additional savings in supplies and services (£0.201m) and lower volumes of reactive maintenance (£1.0m), especially in respect of footways.
- 6.22 Public Protection and Licensing had a favourable outturn variance of £1.115m predominantly due to staffing vacancies. Within that figure a surplus from Tables and Chairs licensing (£0.615m) has offset the impact of funding the CCTV service. Some income pressures in Roads Management were mitigated by underspends in supplies and services in other areas.
- 6.23 The Libraries and Registrars Service is reporting a small underspend of £22k; while this is small, there have been larger variances within Registrar's income, offset by underspends in salaries.
- 6.24 The service was also able to establish resources of £1.8m which are held on the Council's balance sheet and which, subject to approval of business case submissions, may be available for release to fund future years' MTP change initiatives, by way of example the digitisation agenda and libraries transformation. A further £0.335m of digital programme costs were funded by the directorate from the above underspends during the year.

Corporate Services (Nick Dawe)

- 6.25 The year-end position for Corporate Services was an under spend of £0.164m against the full year budget of £19.260m – £0.064m better than the position reported at P10, after expensing c£0.79m in respect of the Office 365 and Strategic Infrastructure Platform projects (spend longer qualifying as capital). The key driver for the overall under spend was staff vacancies in HR. At P10 it was viewed that the Procurement service could undergo a restructure at a Bi-Borough level which would have delivered savings and equivalent costs of delivery. No decision was confirmed however and no restructure has taken place.

Growth, Planning and Housing (Ed Watson)

- 6.26 Growth, Planning and Housing has a small surplus overall against budget at year end of £0.159m. This compares with a projected overspend at P10 of £0.25m. There are several significant variances within GPH that contribute to

this including overspends on Temporary Accommodation as a result of the increase in demand for TA and the average weekly cost of provision (£3.5m) and delays in starting major projects that adversely impacted on developer income (£1.3m).

- 6.27 These overspends were largely mitigated from underspends and savings within Rough Sleeping and Supporting People contracts (£1.3m) and the application of the TA reserve (£2.0m). In addition there were underspends within Development Planning on staffing (£0.8m), increased income from planning applications (£0.6m), offset by reduced income on rechargeable work, notably building control (£0.73m) and other overhead overspends of £0.1m. Lastly within Corporate Property there was an under spend on premises related expenditure. Underperformance against key indicators on the part of a service provider and a change control rebate adjustment relating to the canteen subsidy amounted to £0.3m, while other net premises cost underspends (including NNDR and energy) amounted to £0.2m.

2015/16 Budgets and Projected Expenditure – By Cabinet Member

- 6.28 As shown in Table 2 below, at year end the Council has delivered an under spend of £5.540m against the net budget. This is significantly due to:
- a £2.190m net surplus from the Parking service arising from contract budget underspends (£1.5m), combined with additional income (£0.690m).
 - additional income from Commercial Waste net of additional disposal costs (£1.878m)
 - a net surplus in Highways (£1.842m) from staffing vacancies and lower spend on reactive maintenance, particularly on footways.

The outturn by cabinet portfolio is set out below:

Table 2 – Period 12 Actual Outturn by Cabinet Member

Cabinet Portfolio Structure	Budget	Actual Outturn	Variance to Budget
	£000	£000	£000
Leader of the Council	7,300	7,181	(119)
Deputy Leader and Built Environment	3,914	3,296	(618)
Finance and Corporate Services	29,225	28,811	(414)
Children and Young People	41,043	40,914	(129)
Housing, Regeneration, Business & Economic Development	28,457	28,387	(70)
Public Protection	9,916	9,262	(654)
Sustainability and Parking	(43,730)	(45,966)	(2,236)
City Management and Customer Services	44,687	43,684	(1,003)
Adults & Public Health	64,030	63,831	(199)
Sport and Leisure	11,464	11,366	(98)
SERVICE AREA TOTAL	196,306	190,766	(5,540)

Council Tax	46,043	46,043	-
Business Rates Net of Tariff	80,224	80,224	-
Revenue Support Grant	70,039	70,039	-
Corporate Financing	196,306	196,306	-
Net (Surplus) / Deficit	-	(5,540)	(5,540)

Leader of the Council (Cllr Roe)

- 6.29 The favourable variance of £0.119m was delivered by year end against this portfolio.
- 6.30 This arose from the Chief of Staff's Office (£0.086m), due to vacancies that were not recruited to (£0.034m), together with underspends on mayoral expenses (£0.024m), staff travel (£0.011m) and £0.017m across other overheads.
- 6.31 A further surplus of £0.033m arose within Policy, Performance and Communications as a result of employee costs being lower than budget (£0.343m) and over achievement on income (£0.325m) of which £0.160m relates to air quality grant income and £0.121m to funding from RBKC and LBHF for the business intelligence project. However, this was offset by adverse variances on expenditure of £0.635m, of which £0.419m was due to contract services with balance across other non-pay expenditure.

Deputy Leader of the Council and Built Environment (Cllr Davis)

- 6.32 The favourable outturn variance of £0.618m arises as a result of a £0.516m surplus in Planning, and under spends of £0.102m in City Promotions, Events and Filming.
- 6.33 Within Planning, there were underspends in Development Planning on staffing (£0.8m), increased income from planning applications (£0.6m), offset by reduced income on rechargeable work, notably building control (£0.73m), and other minor overspends.
- 6.34 The under spend in City Promotions, Events and Filming of £0.102m was due to an under spend of £0.135m resulting from staff vacancies and an over achievement on income of £0.092m. However, this was offset by an over spend of £0.125m, mainly due to contract spend being greater than budget.

Finance and Corporate Services (Cllr Mitchell)

- 6.35 An under spend of £0.414m is reported for this portfolio, arising from variances across a number of directorates.
- A minor under spend arose within the City Treasurer directorate due to improved net interest earnings on loans and investments which delivered a favourable impact on net financing costs, offset by technical adjustments required in the financial statements.
 - An under spend arose within Development and Transformation service (£0.208m), mainly driven by employee related costs being lower than budget. This was the result of vacancies being held during the year to mitigate against pressures in other areas of the directorate.
 - An under spend of £0.103m, driven by under spends within Members Services (£0.158m), mainly relating to the members allowance; the Customer and Complaints team, under spent by £0.061m; offset by £0.116m on Coroner's Services, mainly due to funeral expenses (£0.074m), legal fees (£0.017m) and other overheads (£0.025m).
 - Corporate Services delivered an under spend of £0.164m against the full year budget, the key driver for which was staff vacancies within HR. At P10 it was viewed that the Procurement service could undergo a restructure at a Bi-Borough level which would have delivered savings and equivalent costs of delivery. No decision was confirmed however and no restructure has taken place.
 - WCC business rates income has been significantly lower than CLG assumed baseline funding levels since the start of localised rates. (Lower by £57m in 2013/14 and £66m in 2014/15). It was a further £65m lower in 2015/16. The Council is however protected against a loss in excess of £6m loss by the safety net and thus the Council's budget was balanced in this regard. It is likely that a safety net payment will also be required next year. The 2017 Revaluation has the potential to create further similar problems in future years

Children and Young People (Cllr Chalkley)

- 6.36 Overall the Children's Services directorate has reported an outturn underspend of £0.129m. This is an improvement on the breakeven projection at P10.
- 6.37 The Commissioning service was underspent by £0.042m as it delivered early MTP savings on Early Years, Legal & Family Partnership budgets, which offset overspends on Assessment and Contact services, plus staffing and transitional costs associated with the delayed implementation of the restructure to the service.
- 6.38 Family Services had an adverse outturn of £1.136m mainly arising from significant demand-led pressures relating to external private and residential placement costs brought about through Government strategy and/or legislative changes. Although placement expenditure has decreased by the MTP target, it still remains a significant cost pressure to the service overall. There were also in-year cuts in Government grant funding for the Youth Offending Service and also the late delivery of MTP savings relating to Play and Children's Centres.
- 6.39 There were also overspends within the Schools Commissioning and Education service of £0.364m mainly due to overspends on the SEN passenger transport contract as the number of high needs, high cost service users have been higher than anticipated. There were also pressures as a result of unfunded posts required to support service stability through the conversion of SEN Statements into the new Education, Health and Care Plan (EHCP) format. These overspends were partially mitigated by underspends within school standards as a result of increased income.
- 6.40 The Safeguarding and Quality Assurance service had a small overspend a result of additional agency expenditure to cover short term vacancies (£0.052m).
- 6.41 The Finance and Resources service had a favourable outturn of £1.580m as it has delivered underspends from Social Care Legal, Transport and Building Schools for the Future budgets.

Housing, Regeneration, Business and Economic Development (Cllr Astaire)

- 6.42 A favourable variance of £0.070m is reported, comprised of a number of variances.
- 6.43 Within the variances stemming from Growth, Planning and Housing (£0.287m net overspend), the Temporary Accommodation service overspent by £3.5m as a result of increased demand and higher weekly average costs of provision. This was largely mitigated by savings within the Supporting People service (£1.0m), the use of a one off Temporary Accommodation reserve (£2.0m) and one off additional government grant funding which had not been budgeted for (£0.2m). There was a £1.1m under recovery of income within Major Projects as a result of slippage in the capital programme, £0.100m overspend from lower recharges than budgeted and a £0.090m overspend from a reorganisation within Infrastructure Services. These costs are offset by

£0.325m of additional funding from Public Health in Housing Operations; additional recharges to HRA for telephony (£0.254m); a grant received but not budgeted for within Affordable Housing (£0.095); savings within Housing Conditions from valuation fees budget not being spent in full (£0.067m) and other overheads across the portfolio.

- 6.44 A £0.881m surplus in CMC predominantly relates to an income surplus to budget in Tables and Chairs licensing with £0.035m from licensing of Houses in Multiple Occupation.

The above position is offset by over spend of £0.524m relating to Cross River Partnership. This is mainly due to an over spend against payments to service providers. The over spend of £0.524m was absorbed within the directorate and offset by under spend in other services.

Public Protection (Cllr Aiken)

- 6.45 This portfolio is reporting a year end surplus variance against budget of £0.654m.
- 6.46 Favourable variances have arisen across the services, predominantly arising from staff vacancies (£0.674m), additional recharge income (£0.605m), partially offset by the funding of the CCTV service and a contribution towards the creation of a fund for future years' MTP change initiatives (£0.6m), while other minor variations make up the total outturn surplus variance

Sustainability and Parking (Cllr Acton)

- 6.47 The surplus of £2.236m is attributable to both underspends (£1.5m) and an increase in revenue streams from suspension and trade permit tariff increases implemented during the second half of the year (a net £0.69m). A small staffing under spend of £0.051m in the Service Development and Transformation team contributes to the overall surplus in this portfolio.

City Management and Customer Services (Cllr Caplan)

- 6.48 The City Management and Customer Services portfolio has delivered a full year surplus of £1.003m.
- 6.49 The surplus relates to highways maintenance underspends and staffing vacancies of £1.842m and commercial waste income growth net of additional collection and disposal costs of £1.878m, offset by establishing resources of £1.2m on the Council's balance sheet which, subject to approval of business case submissions, may be available for release to fund future years' MTP change initiatives, by way of example the digitisation agenda and libraries transformation. This combined surplus of £2.520m is offset by pressures in Roads Management income linked to the statutory fees in the service (£0.662m), other running cost pressures in the portfolio (£0.361m) and digital programme costs (£0.335m). In addition, the Agilisys contract was over spent by £0.059m, mainly due to one-off software purchases. However, this was funded from under spends from within the Policy, Performance and Communications directorate.

Adults and Public Health (Cllr Robathan)

- 6.50 The Outturn position for Adults and Public Health as at 31st March 2016 is an under spend of £0.199m. The main reasons for the variance are direct payment claw-backs of care payments received in March and general movements in placement packages. All in year budget pressures were contained within existing resources and the outturn includes the achievement of the £6m savings target for 2015/16.
- 6.51 The anticipated risk in the Homecare forecast of £0.1m at P10 did not materialise as it was mitigated by a slower than expected transfer of packages to new contracts.
- 6.52 There will continue to be on-going pressures on ASC budgets and a forecast growth in demand for care services as a result of increasing numbers of older people, people with disabilities and people with long term health conditions needing care. These demographic pressures are exacerbated by increasing pressure from hospitals to discharge patients in a timely fashion, particularly during the winter months. In addition there is pressure from a reduced capacity to make efficiencies from external care providers without affecting the quality of care they provide along with an increase in homecare costs. Internal reviews of all areas of expenditure are on-going in order to mitigate pressure from care placements. Using ONS & GLA data, demographic pressures have been estimated as being approximately 1.7% of total placement budgets each year for the next 10 years at approximately £1.1m to £1.2m p.a. and this is being closely monitored for financial planning.
- 6.53 On the 4th June 2015 it was announced by the Treasury that Non-NHS Health budgets are to be cut in-year by £200m (6.2%) across England. WCC's current share of the total Public Health funding for 2015/16 is £33.477m. For WCC this equated to a cut of £2.076m which was met from contract underspends and unexpected underspends in Public Health Investment Fund approved projects. In the Spending Review the Chancellor advised that there would be further savings in the Public Health grant - an average real terms saving of 3.9% each year to 2020/21.

Sports and Leisure (Cllr Harvey)

- 6.54 The outturn position for was an under spend of £0.098m mainly due to various budgets that were under spent by £0.257m offset by a deficit relating to Registrars income pressures and Sayers Croft supplies and services amounting to a total £0.159m.

7 Capital Outturn

7.1 The table below shows the Approved Budget and projects by EMT member for 2015/16

Table 3 – Capital 2015/16 Outturn by EMT member

SERVICE AREAS - EMT Structure	Revised Gross Capital £000	Revised External Income £000	Budget (Net) £000	Final Gross Capital £000	Final External Income £000	Outturn Net £000	Gross Expend vs Budget £000	External Income vs Budget £000	Net Spend Variance £000
Chief of Staff	0	0	0	0	0	0	0	0	0
City Treasurer	0	0	0	0	0	0	0	0	0
Director of Policy, Performance and Communications	0	0	0	0	0	0	0	0	0
Executive Director of Adult Services	92	(165)	(73)	262	(151)	110	(170)	(14)	(183)
Executive Director of Childrens Services	6,124	(5,565)	559	7,521	(7,223)	297	(1,396)	1,658	262
Executive Director of City Management and Communities	34,523	(17,397)	17,126	32,071	(19,413)	12,657	2,452	2,016	4,469
Executive Director of Corporate Services	1,475	0	1,475	711	0	711	764	0	764
Executive Director of Growth, Planning and Housing	52,483	(31,751)	20,732	28,868	(14,742)	14,126	23,615	(17,010)	6,606
SERVICE AREA TOTAL	94,697	(54,878)	39,819	69,432	(41,530)	27,903	25,265	(13,349)	11,916
Financing			(39,819)			(27,903)			
Net			0			0			

City Management and Communities (Stuart Love)

7.2 City Management and Communities covers a wide range of capital schemes relating to sports and leisure, waste management, parks and cemeteries maintenance, library refurbishments, residential facilities improvements, highways assets maintenance and public realm works. The directorate underspent against its revised gross expenditure budget by £2.452m and over achieved its income budget by £2.016m leaving a net underspend position of £4.469m. On a net basis this represents a 26% underspend against a budget of £17.126m. The variance of gross expenditure relates to under spending projects within the categories of:

- plant improvements: £0.4m
- parking capital budgets: £0.85m
- footways maintenance: £0.247m
- public lighting maintenance: £0.244m
- Oxford Street West: £0.568m
- Westbourne and Paddington: £0.400m
- Queensway street scene: £0.250m
- Moberly Leisure Scheme: £0.9m

7.3 Offsetting these underspend variances were some areas of over-performance where budgets previously re-profiled were able to deliver over and above the revised budget. These were primarily a number of Bridges and Structures projects totalling £850k.

- 7.4 The surplus variance on income of £2.016m relates predominantly to circa 65 externally-funded schemes (such as Developer-funded Footways works) that have come in or commenced during the year which have raised external income levels above the revised budget figure. A review of the highways element of the capital programme is starting to review the profiling and grouping of the schemes.

Growth, Planning and Housing (Ed Watson)

- 7.5 The revised gross budget for capital expenditure in GPH was £52.483m, the outturn was £28.868m producing an overall variance of £23.615m. The main reason for this was the Affordable Housing Fund (AHF) which has been re-profiled to 2016/17 caused by delays in Westminster Community Homes (£5m) Housing Infill Programme and in Dolphin square progressing its Incubator scheme (£18m). This was partly offset by an additional +£2m spend upon acquiring TA properties for temporary accommodation, where 40 properties rather than 37 were purchased and the average cost was £27k more than budget due to market conditions.
- 7.6 Minor variances included underspends of (£434k) on the new Tresham House community centre where the final costs out-turned at £4m. There was also slippage of £129k on feasibility costs for the new Marylebone library (budget £590k), and £600k on the Sir Simon Milton Westminster UTC (budget £3.9m). These were offset by increased in year expenditure against expectation of £1.4m on site assembly costs at Huguenot house (approved budget £1.1m) where spend is largely determined by opportunity, and five properties became available and were purchased in year. The landlords responsibility budget of £2.9m underspent by £2m, this budget is essentially resources that can be drawn down if required to undertake essential repairs on corporate property. The forward management plan a contractually committed works budget of £1.6m managed by AMEY also slipped £742k.

Adult Services (Liz Bruce)

- 7.7 The 2015/16 final outturn position is a gross capital expenditure over achievement against net budget of £170k or £183k on a net basis. This variance to revised budget is because of a late addition of a grant funded Resources Allocation System in Period 11 (£39k) and the Barnard & Florey reconfiguration (£0.182m) which had been slipped into 2016/17 due to issues related to permissions and extension of leases which incurred more expenditure against programme than planned. A number of other small project variances make up the balance.

Children's Services (Andrew Christie)

- 7.8 The Children's Services capital programme delivered £7.521k of works in 2015/16, of which £7.223k was funded externally and £297k by the Council's own funds. Of the £7.520k, £6.414k was spent on projects delivering

additional school places, whilst £1.106k of refurbishment works were delivered across schools (£883k) and non-schools sites (£223k).

- 7.9 The variance to revised budget of £1.396m is materially explained by an overachievement against programme of the final school in the Building Schools for the Future programme (Quintin Kynaston) of £1.778m. The remainder of the variance is a result of various other smaller project underspend variances which offset this to return to the £1.396m outturn.
- 7.10 Income varied by £1.658m primarily because of the grant income associated with the £1.778m Quintin Kynaston BSF project. The overall net position was therefore £262k.

Corporate Services (Nick Dawe)

- 7.11 At the end of March 2016 Corporate Services year end capital spend was £711k which compared to the revised budget of £1,475k. The main reason for this under spend of £764k was the reclassification of one project from capital to revenue which is explained below.
- 7.12 In 2015/16 a capital budget of £790k was created for Office 365 and Strategic Infrastructure Platform (SIP). The nature of the expenditure was deemed to be revenue and was funded by underspends as the council is procuring a service from a provider and not owning an asset. In addition, there was an under spend of £10k relating to software licences.
- 7.13 The key capital projects related to data centre and network refresh which made up £541k of the total spend of £711k. The data centre and network refresh covered equipment refresh, planned activity for transition away from VMB/Ericsson contracts and general LAN switch updates which are not covered by the City Hall refurbishment programme e.g. Lisson Grove. Also work was under taken on the existing Westminster Netcall platform and a telephony software upgrade under the existing Ericsson contract. A further £112k was been incurred on the purchase and configuration of computers for end users. The remaining balance was made up of smaller ad hoc projects.

Capital Outturn by Cabinet Member Portfolio for 2015/16

7.14 The table below shows the Approved Budget and projects by Cabinet Member Portfolio for 2015/16.

Table 4 – Capital 2015/16 Outturn by Cabinet Member

Cabinet Portfolio Structure	Revised Gross Capital £000	Revised External Income £000	Budget (Net) £000	Final Gross Capital £000	Final External Income £000	Outturn Net £000	Gross Expend vs Budget £000	External Income vs Budget £000	Net Spend Variance £000
Deputy Leader and Built Env. - Cllr Davis	20,242	(16,582)	3,661	18,207	(16,585)	1,622	2,036	3	2,038
Finance and Corporate Services- Cllr Mitchell	18,163	(3,576)	14,587	12,756	(6,922)	5,834	5,407	3,346	8,753
Children and Young People - Cllr Chalkley	6,124	(5,565)	559	7,521	(7,223)	297	(1,396)	1,658	262
Housing, Regeneration, Business and Economic Development - Cllr Astaire	35,859	(28,742)	7,117	17,261	(8,332)	8,929	18,598	(20,410)	(1,812)
Public Protection - Cllr Aiken	112	0	112	66	0	66	46	0	46
Sustainability And Parking - Cllr Acton	805	0	805	0	0	0	805	0	805
City Management and Customer services - Cllr Caplan	11,049	(173)	10,876	12,084	(2,316)	9,769	(1,035)	2,143	1,108
Adults and Public Health - Cllr Robathan	92	(165)	(73)	262	(151)	110	(170)	(14)	(183)
Sports and Leisure Services - Cllr D Harvey	2,250	(75)	2,175	1,276	0	1,276	974	(75)	899
SERVICE AREA TOTAL	94,697	(54,878)	39,819	69,432	(41,530)	27,903	25,265	(13,349)	11,916
Financing:			(39,819)			(27,903)			
Net			0			0			

Deputy Leader of the Council and Built Environment (Cllr Davis)

7.15 The portfolio reported a gross underspend against budget of £2.036m which on a net basis was £2.038m. Within the portfolio there were the following variances due to re-profiling or underspends:

- Oxford Street West: £0.568m
- Westbourne & Paddington: £0.400m
- Queensway street scene: £0.250m
- Leicester Square redesign: £0.130m
- Harrow road range of schemes: £0.320m
- Combination of other minor variations across a range of projects: £0.368m

Finance and Corporate Services (Cllr Mitchell)

7.16 The portfolio reported a gross underspend against budget of £5.407m which on a net basis was £8.753m. Variances included underspends of (£434k) on the new Tresham House community centre where the final costs out-turned at £4m. There was also slippage of £129k on feasibility costs for the new Marylebone library (budget £590k), and £600k on the Sir Simon Milton Westminster UTC (budget £3.9m). These were offset by increased in year expenditure against expectation of £1.4m on site assembly costs at Huguenot house (approved budget £1.1m) where spend is largely determined by opportunity, and five properties became available and were purchased in year. The landlords responsibility budget of £2.9m underspent by £2m, this budget is essentially resources that can be drawn down if required to undertake essential repairs on corporate property. The forward management plan a contractually committed works budget of £1.6m managed by AMEY also slipped £742k. The remainder of the variance can be explained by a large number of other projects with smaller individual variances.

- 7.17 At the end of March 2016 the Corporate Service's year end capital spend was £711k which compared to the revised budget of £1,475k. The main reason for this under spend of £764k was the reclassification of one project from capital to revenue which is explained below.
- 7.18 In 2015/16 a capital budget of £790k was created for Office 365 and Strategic Infrastructure Platform (SIP). The nature of the expenditure was deemed to be revenue and was funded by underspends as the council is procuring a service from a provider and not owning an asset. In addition, there was an under spend of £10k relating to software licences however additional expenditure of £34k was incurred relating to Airwatch licences.
- 7.19 The key capital projects related to data centre and network refresh which made up £541k of the total spend of £711k. The data centre and network refresh covered equipment refresh, planned activity for transition away from VMB/Ericsson contracts and general LAN switch updates which are not covered by the City Hall refurbishment programme e.g. Lisson Grove. Also work was under taken on the existing Westminster Netcall platform and a telephony software upgrade under the existing Ericsson contract. A further £112k was been incurred on the purchase and configuration of computers for end users. The remaining balance was made up of smaller ad hoc projects.

Children and Young People (Cllr Chalkley)

- 7.20 The Children's Services capital programme delivered £7,521k of works in 2015/16, of which £7,223k was funded externally and £297k by the Council's own funds. Of the £7,521k, £6,414k was spent on projects delivering additional school/college places, whilst £1,106k of refurbishment works were delivered across schools (£883k) and non-schools sites (£223k).
- 7.21 The variance to revised budget of £4.363m is materially explained by an overachievement against programme of the final school in the Building Schools for the Future programme (Quintin Kynaston) of £1.778m. The remainder of the variance is a result of various other smaller project variances.
- 7.22 Income varied by £1,658k primarily because of the grant income associated with the £1,778k Quintin Kynaston BSF project. The overall net position was therefore £262k.

Housing, Regeneration, Business and Economic Development (Cllr Astaire)

- 7.23 The revised gross expenditure budget was £35.859m, the outturn was £17.261m producing an overall variance of £18.598m but just £1.812m on a net basis because grant movements have varied largely in line with spend. The main reason for this was the Affordable Housing Fund (AHF), which underspent by £23.7m. The re-profiling was caused by delays in Westminster Community Homes (£5m) infill programme and in Dolphin square progressing its Incubator scheme (£18m). This was partly offset by an additional +£2m spend upon acquiring TA properties for temporary accommodation, where 40

properties rather than 37 were purchased and the average cost was £27k more than budget due to market conditions. The balance was made up from a number of other variances.

Public Protection (Cllr Aiken)

- 7.24 This portfolio is reporting a gross and net year end underspend of £46k against a gross budget of £112k. This was a result of an underspend on minor ICT projects to support mobile working.

Sustainability and Parking (Cllr Acton)

- 7.25 This portfolio reported a gross and net variance of £805k which included slippage from 14/15 of £240k on enforcement. This activity was funded from within the Parking revenue surplus position.

City Management and Customer Services (Cllr Caplan)

- 7.26 The portfolio overachieved against a budget of £11.049m gross capital expenditure by £1.035m and in respect of the income budget of £173k by £2.143m due to external funding in bridges, structures and highways works. The gross expenditure variance was materially as a result of a number of Bridges and Structures projects totalling £850k delivering programme activity against budgets which had previously been re-profiled.
- 7.27 There was a gross overspend to budget on externally-funded schemes, offset by a reflection of external funding above budget (£2.143m) which relates predominantly to circa 65 externally-funded schemes – such as Developer-funded Footways works – that have come in or commenced during the year.

Adults and Public Health (Cllr Robathan)

- 7.28 The 2015/16 final outturn position is a gross capital expenditure over achievement against net budget of £170k or £183k on a net basis. This variance to revised budget is because of a late addition of a grant funded Resources Allocation System in Period 11 (£39k) and the Barnard & Florey reconfiguration (£0.182m) which had been slipped into 2016/17 due to issues related to permissions and extension of leases which incurred more expenditure against programme than planned. A number of other small project variances make up the balance.

Sports and Leisure (Cllr Harvey)

- 7.29 The portfolio underspent against a budget of £2.250m gross capital expenditure by £974k with an income variance of £75k leaving a net position of £899k underspent. This was largely because the Moberly leisure scheme (£0.9m) has been re-profiled to 2016/17 and a range of minor maintenance works in leisure facilities (£0.075m).

8 Housing Revenue Account

8.1 This section details the Housing Revenue Account year end position for 2015/16.

Revenue Expenditure

8.2 The HRA commenced the year with some significant financial challenges as a result of continuing policy and legislative changes from Central Government. However, the operating position for the year culminated in a surplus of £1.380m, which represented an adverse variance of £6.6m from budget. This is mainly due to lower than expected recovery of leaseholders major works income as a result of slippages in the last and current year capital programme, lower than expected net rental income due to higher right to buy (RTB) and discretionary stock disposals and higher depreciation charges for the dwelling stock. These adverse variances are partially compensated for by lower than expected repairs and maintenance costs and release of lessee bad debt provision that is no longer required.

Capital Expenditure

Table 5: HRA Capital Outturn - 2015-16

Description	Revised Budget	Forecast Outturn	Variance
	£'000	£'000	£'000
Major Works	46,500	29,887	(16,613)
Regeneration/Renewals	28,686	15,612	(13,074)
Other Projects	18,257	9,187	(9,070)
Total Capital Expenditure	93,443	54,685	(38,758)

8.3 The HRA Capital outturn was £54.6m against a revised budget of £93.4m, resulting in a variance of £38.8m, see the table above. This overall variance is made up of £16.6m on major works to existing stock, £13.1m on Regeneration and Renewal schemes and £9.1m on non-delegated schemes. It is anticipated that this slippage will be reviewed and re-profiled in future years.

8.4 The major works variance is largely the result of a number of factors including the need to re-scope and repackage schemes in order to reduce the impact of multiple leaseholder bills, and to protracted leaseholder consultation processes that have delayed some schemes getting on site.

8.5 The regeneration and renewal variance is made up of variances on Ebury Bridge £9.7m, Lisson Arches £2.4m, Tollgate Gardens £1.8m, Parsons North £0.7m and Luton St £0.6m along with some other smaller variances.

- Ebury Bridge – The £9.7m slippage is due to delay in completing the compulsory purchase order (CPO) of 31 of the 66 properties planned buybacks, decanting of tenants and the Soho block acquisition. The construction programme originally envisaged to commence on site in 2015/16 is now likely to be delayed into 2017/18 depending on the

rephrasing option selected and procurement route to secure a developer. The unspent buyback budget will be carried forward to meet future buyback costs.

- Lisson Arches - The £2.4m slippage is due to delay in completing enabling works as the build programme is now expected to commence in 2016/17. The unspent enabling works budget will be carried forward to complete enabling works in advance of the build programme.
- Tollgate Gardens – The £1.8m slippage is due to delay in completing buyback of units for Tollgate Gardens. A Letter of Intent is underway that provides pre-construction services under the development agreement. Buy-backs are expected to re-commence in mid-2016 so the unspent budget will be carried forward to meet the buyback costs.
- Parsons North – The £0.7m slippage is due to delay in securing a development partner. The unspent budget will be carried forward to meet project commitments.
- Luton Street – The £0.6m slippage is due to delay in completing enabling works. The unspent budget will be carried forward to meet project commitments

8.6 The £9.1m variance mainly relates to slippage related to Ashbridge £6.9m and the Infill scheme £0.5m as both these projects are slow to start plus slippage for the Self financing scheme £1m all of which are to be carried forward to 2016/17. The planned acquisitions for Dudley House and Moberly/Jubilee are now complete and no further costs are expected in the HRA. The Edgware Road redevelopment is being re-scoped and reports an underspend.

9 **Balance Sheet**

9.1 The Balance Sheet net assets moved from £1,777m in 2014/15 to £1,898m in 2015/16. This is mainly due to cash/investment balances increasing year on year and liabilities decreasing following a reduction in short term borrowing and revenue receipts in advance.

9.2 There was an increase in the Council's fixed asset base due to capital expenditure incurred in Westminster's City for All capital programme.

A summary position is shown in **Table 6** below:

Table 6 – Balance Sheet Summary

31 March 2015		31 March 2016	Movement
£'000		£'000	£'000
ASSETS			
<u>Non-current</u>			
1,937,025	Property, plant and equipment	1,952,377	15,352
42,746	Heritage assets	42,746	-
402,880	Investment property	405,269	2,389
2,394	Intangible assets	1,830	(564)
40,773	Long-term investments	45,916	5,143
24,573	Long-term debtors	12,394	(12,179)
2,450,391	Total long term assets	2,460,532	10,141
<u>Current</u>			
344,685	Short-term investments	514,833	170,148
316	Inventories	235	(81)
122,302	Short-term debtors	137,666	15,364
252,942	Cash and other cash equivalents	117,580	(135,362)
1,950	Assets held for sale	2,250	300
722,195	Current assets	772,564	50,369
LIABILITIES			
33,902	Short-term borrowing	2,109	(31,793)
266,481	Short-term creditors	259,931	(6,550)
55,391	Revenue receipts in advance	6,151	(49,240)
355,774	Current Liabilities	268,191	(87,583)
221	Long-term creditors	202	(19)
120,725	Provisions	153,936	33,211
251,520	Long-term borrowing	251,465	(55)
641,746	Other long-term liabilities	605,540	(36,206)
25,157	Capital receipts in advance	55,388	30,231
1,039,369	Long-term liabilities	1,066,531	27,162
1,777,443	Net assets	1,898,374	120,931

10. Cashflow Outturn

- 10.1 The Council's level of cash and cash equivalents (that is, investments that mature in no more than three days) moved from £252.9m in 2014/15 to £117.6m in 2015/16.

10.2 There was a net outflow of £173m as the Council used its cash reserves to make short-term investments (less than one year). This was offset by capital receipts in £86m for use by the Council for investment in its capital programme.

11. Pensions

11.1 The Pension Fund annual accounts for 2015/16 were produced and submitted to the same timescales as the council's main accounts. As at the 31 March 2016, the market value of the Fund was £1,066m compared to £1,099m at the start of the financial year. This reduction of £33m can largely be attributed to the disinvestment of assets to cover cash flow requirements. There is a monthly shortfall of £1.5m-£2m which is required to pay the pension benefits and this led to a withdrawal of assets amounting to £25m over the year.

11.2 The Fund consists of approximately 70% allocation to equities. Over the final quarter of the year, equity markets have been particularly volatile with the MSCI World index falling more than 11% between the start of 2016 and mid-February, before rebounding to end the quarter down -1.96%. There were no changes to the fund managers during the year.

11.3 The Fund's actuary, Barnett Waddingham, estimate the net liability of the Fund as at 31 March 2016 to be £501m compared to £517m the previous year. Their estimate of the duration of the Fund's liabilities is 17 years.

12. Staffing Implications

12.1 It is undoubtedly the case that this accelerated timescale and enhanced quality could not have been achieved without the drive and support of the finance staff whose attitude and commitment has been exemplary.

If you have any queries about this Report or wish to inspect any of the Background Papers please contact Steven Mair 020 7641 2904

BACKGROUND PAPERS

Appendix 1

Westminster City Council Statement of Account including Pension Fund Accounts 2015/16

See link below:

http://transact.westminster.gov.uk/docstores/publications_store/accounts/annual_accounts_2015_16.pdf

Grant Thornton draft audit reports

See link below:

<http://committees.westminster.gov.uk/ieListDocuments.aspx?CIId=128&MIId=3698>

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City of Westminster

Cabinet

Date:	Monday 6th June 2016
Classification:	General Release
Title:	Treasury Outturn Report
Report of:	City Treasurer
Cabinet Member Portfolio	Cabinet Member for Finance and Corporate Services
Wards Involved:	All
Policy Context:	The efficient and effective management of the Council's financial affairs
Report Author and Contact Details:	Steven Mair – City Treasurer smair@westminster.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. This report presents the Council's Annual Treasury Outturn Report for 2015/16 in accordance with the Council's treasury management practices. It is a regulatory requirement for this outturn report to be presented to Council by 30 September each year.
- 1.2. The Local Government Act 2003 (the Act) and related regulations issued by the Secretary of State require the production of an annual treasury report following year-end setting out the activities undertaken during the year. As well as the Act and relevant regulations, authorities are also required to have regard to guidance issued by the Secretary of State and the Chartered Institute of Public Finance and Accountancy (CIPFA); namely:
 - Guidance on Local Government Investments
 - Guidance on Minimum Revenue Provision
 - CIPFA Code of Practice on Treasury Management in the Public Services
 - CIPFA Prudential Code for Capital Finance

This report meets the requirements set out in the above guidance.

- 1.3. The Act also requires Authorities to determine an affordable borrowing limit for the year, which cannot be breached. This report confirms that borrowing remained well within the limit set prior to the start of the financial year.
- 1.4. There are two aspects of Treasury performance – debt management and cash investments. Debt management relates to the City Council’s borrowing and cash investments to the investment of surplus cash balances. This report covers:
- investment activity during 2015/16
 - borrowing activity during 2015/16
 - the capital expenditure and financing for 2015/16;
 - the UK economy and interest rates
 - compliance with treasury limits and prudential indicators
 - way forward for treasury in 16/17
- 1.5. The key Prudential Indicators and treasury position is set out as follows:

Prudential Indicator	2014/15 Actual £m	2015/16 Indicator £m	2015/16 Actual £m
Capital Expenditure	184	269	124
Capital Financing Requirement			
General Fund	165	115	209
Housing Revenue Account	276	278	262
Total	441	393	471
Total investments	605		629
Total borrowing	283		252
Total Net Investment	322		377

- 1.6 Capital expenditure was significantly below the estimate for the year mainly as a result of slippage. The Capital Financing Requirement (CFR) is greater than projected due to reserving capital receipts to offset against future years capital expenditure on short life assets. The net surplus for the authority increased from £322m to £377m over the year; this cash inflow of £55m was predominantly as a result of positive reserve movements and working capital. This was reflected in the increase in investment balances. Borrowings are lower due to the repayment of principal on maturity.

2. Recommendations

That the Cabinet refer the report to the Full Council to be noted.

3. Reasons for Decisions

- 3.1 Under Part 1 of the Local Government Act 2003, local authorities are required by regulation to have regard to the CIPFA Treasury Management Code (The TM Code) when carrying out their duties. The TM Code recommends that Full Council receive reports on its treasury management policies, practices and activities, including, as a minimum, an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close, in the form prescribed in its Treasury Management Practices (TMPs). Westminster has adopted the TM Code and included with its treasury management practices a requirement that Full Council receive an annual report on the performance of the treasury management function, on the effects of the decisions taken and the transactions executed in the past year, and on any circumstances of non-compliance with the organisation's treasury management policy statement and TMPs"

4.1 BACKGROUND

- 4.1 The Council has fully adopted the recommendations in CIPFA's Code of Practice on Treasury Management in the Public Services. Specifically this includes:

- creation of a Treasury Management Policy Statement.
- development and maintenance of Treasury Management Practices setting out how the treasury objectives will be met.
- production of reports to Council including annual strategy in advance of the start of the year, a mid-year review and an annual review following the year-end.
- delegation to City Treasurer of the responsibility for implementation and monitoring the policies and practices as well as the execution and administration of the treasury management decisions.

- 4.2 This report presents the Council's Annual Treasury Report for 2015/16 in accordance with the Council's treasury management practices. This report covers:

- investment activity during 2015/16
- borrowing activity during 2015/16
- capital Expenditure & Financing
- the UK economy and interest rates

- compliance with treasury limits and prudential indicators
- the way forward in 2016/17

5. INVESTMENT ACTIVITY DURING 2015/16

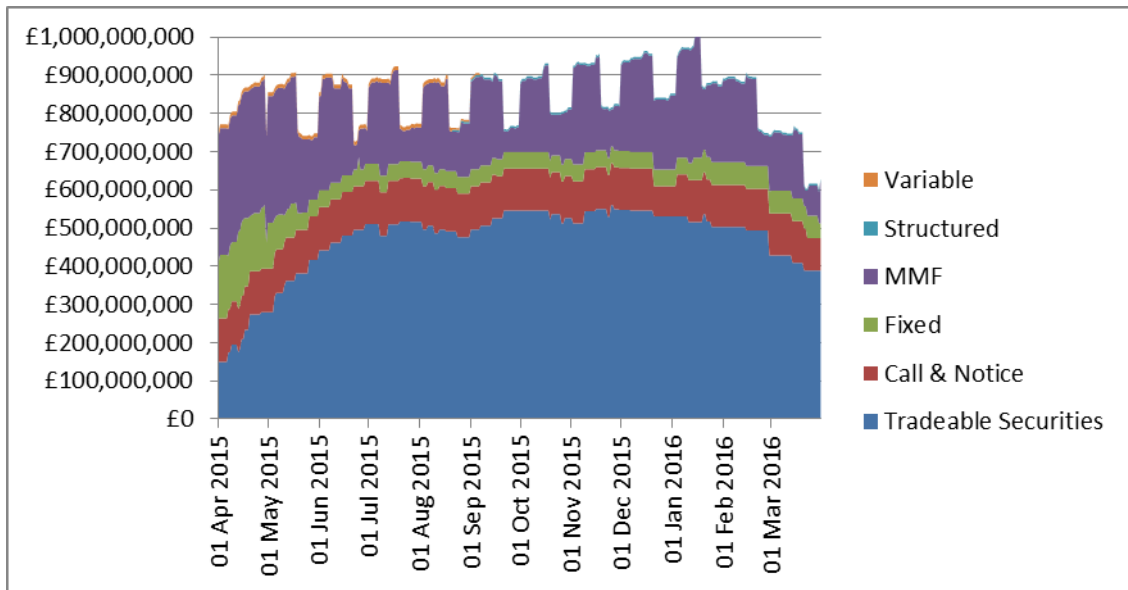
Position at 31st March 2016

- 5.1 The table below provides a breakdown of the cash deposits, together with comparisons from the previous year. Cash balances increased by £24.5 million over the year. Increased use was made of tradable securities (UK Government treasury bills and other shorted dated bonds) to increase credit quality while maintaining liquidity and yield.

Investment Type	Investment balance 31 March 2015 (£m)	Investment balance 31 March 2016 (£m)	Movement (£m)
Money Market Funds	200.00	79.90	(120.10)
Call Accounts	35.00	6.00	(29.00)
Notice Accounts	78.72	78.91	0.19
Term Deposits	109.70	44.00	(65.70)
Tradable Securities	149.99	388.68	238.69
Enhanced Cash Funds	31.32	31.71	0.39
Total:	604.73	629.20	24.47

Activity During 2015/16

- 5.2 Total cash balances during 2015/16 varied considerably, predominantly as a result of the significant peaks and troughs arising from the payment profile of business rates collection and rates retention payments to CLG and GLA. The investment balance therefore ranged between £603m and £1.018bn and averaged £848m. The table below indicates the daily composition of investment balances.

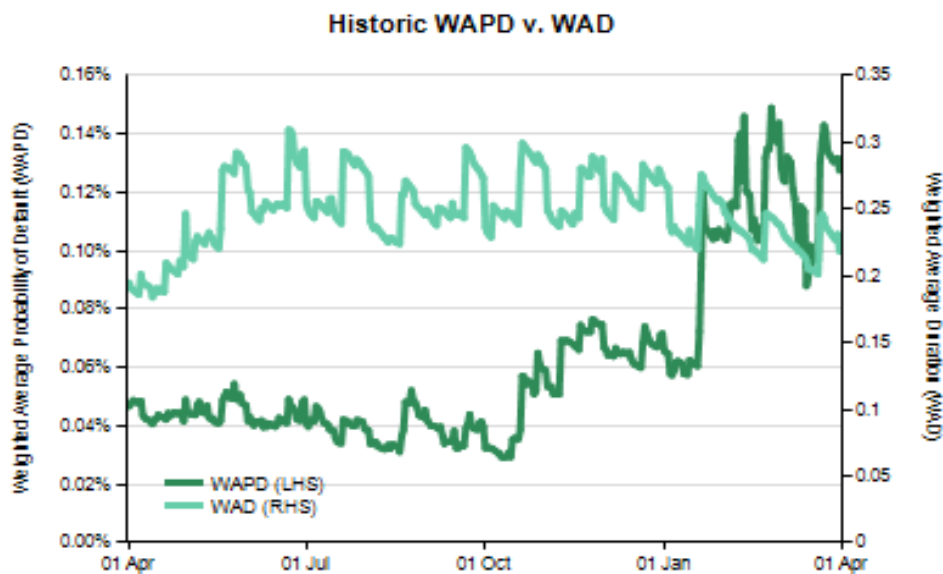


- 5.3 Liquidity was managed through cashflow forecasting and by maintaining sufficient call accounts and money market funds to meet unexpected transactions. At year end there was just one call account balance held with a highly rated European bank (Svenska Handelsbanken) and a further £80m of liquid balances invested in four money market funds. The funds return 0.40% - 0.55% depending on their investment approach (all are rated AAA by at least one, and in most cases two, rating agencies). The average money market balance was £204m over the course of the year, and peaked at £332m.
- 5.4 There are two notice accounts utilised, where rates are based on LIBOR plus a margin and notice is required for 65 days and 3 months. The balances have remained relatively static throughout the year, although for one of the accounts interest is added to the balance in the account rather than being repaid to the Council.
- 5.5 The term deposits at year-end comprise five fixed term bank deals. The longest duration is a two year deposit with RBS earning 1.1% and maturing August 2017. The remaining deposits are all shorter term fixed rate deals and were raised during 2015/16.
- 5.6 The Council has been reasonably active in tradable securities during the year, comprising commercial paper issued by Transport for London, Network Rail bonds, Supranational Bank bonds, UK Government issued gilts and treasury bills. The vast majority of these securities have been short dated and purchased on the secondary market (except UK Government treasury bills that are generally purchased on issue) with a few months remaining until maturity. It is the Council's policy to hold these assets to maturity and has no intention of disposing prior to this unless credit quality concerns arise. During 15/16 no securities were sold prior to maturity.
- 5.7 As at 31st March 2016 the Council had investments in two enhanced cash funds. These funds do not distribute income and instead any gains are accumulated into the unit price. Therefore the returns on the funds are

reflected as unrealised gains which only become realised once units are sold. During 2015/16 there were no transactions in these funds.

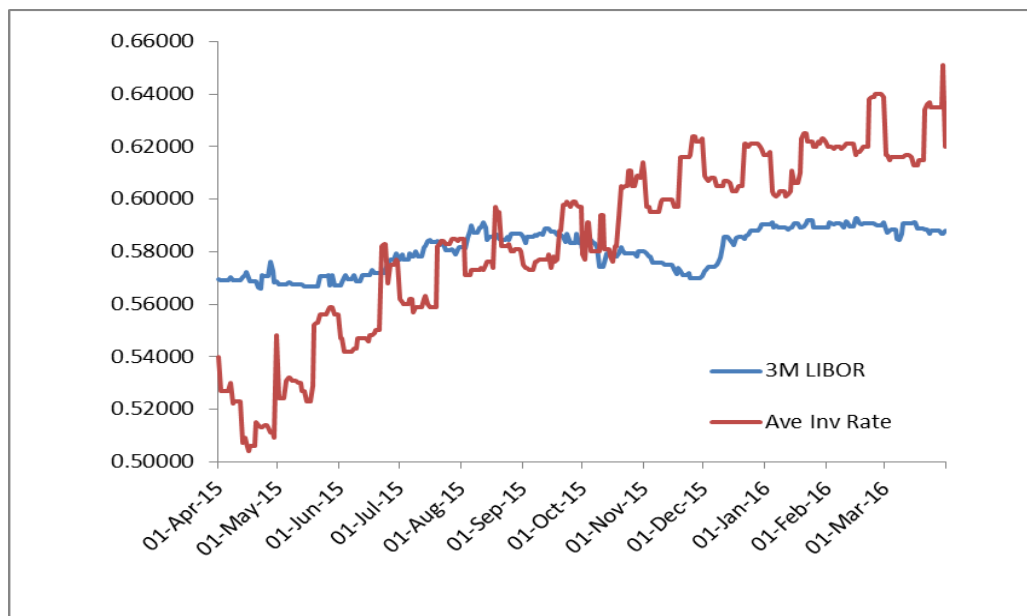
Performance

5.8 All investments entered into by the authority during 2015/16 were fully compliant with the Annual Investment Strategy. The strategy makes clear that the investment priorities are given to security of principal then liquidity over yield. To this extent all investments have only been made with counterparties of high credit quality. The chart below quantifies the credit exposure over the year by calculating the weighted average probability of default (WAPD) for each investment entered into over the course of the year and compares to the weighted average duration (WAD) of the portfolio.



5.9 This chart shows the daily volatility (light blue) in the duration of the portfolio; generally as a result of the large swings in money market fund balances, which effectively have zero duration as a result of the instant liquidity. Over the course of the year the WAD did not materially increase. The credit risk of the portfolio (green line) has spiked at the year-end as global concerns on economic growth and exposures to a slowing China caused bank CDS rates to increase. This is expected to reverse in the current financial year.

5.10 The daily weighted average interest rate of return on the investments over the year is shown in the table below.



5.11 The average yield achieved has increased steadily in the year due to switching from money market funds to term deposits that earn additional interest due to their longer maturity. The rate achieved over the course of the year was in line with the benchmark 3 month LIBOR.

6. BORROWING ACTIVITY DURING 2015/16

Position at 31st March 2016

6.1 The Council operates a two-pool approach to the apportionment of its debt, with each revenue account bearing an appropriate proportion of external debt; reflecting the manner in which historic capital has been incurred. The HRA's gross indebtedness is measured by its Capital Financing Requirement and where the actual level of borrowing falls below this level, this is considered as borrowing from the General Fund in order that each revenue account is appropriately charged with the costs of its indebtedness.

6.2 The table below shows the details around the Council's external borrowing (as at 31 March 2016), split between the General Fund and HRA. This is a gross position not taking into account any internal cross lending.

	31/03/2015 Balance £m	31/03/2016 Balance £m	Average Balance £m	Average Rate
General Fund	26.04	25.48	25.52	4.111%
HRA	257.78	226.05	255.97	4.768%
Total	283.82	251.53	281.49	4.709%

6.3 The outstanding loans comprise a combination of PWLB and Market loans, with a very small amount of historic mortgages advanced in the 1960s.

Activity During 2015/16

- 6.4 Total borrowings decreased by £32.3m as loans matured during the year and no new borrowing was undertaken.
- 6.5 Whilst opportunities for debt restructuring / repayment continued to be monitored, it was not considered that it was an appropriate opportunity at this stage to pursue this strategy as discount rates were deemed to be very low, and consequently premia considered high.

Performance

- 6.6 The portfolio average rate reduced slightly from 4.74% as a result of the small value of high coupon loans maturing.

	Average Balance £m	Average Rate
PWLB Loans	211.5	4.586%
Market Loans	70.0	5.08%
Total	281.5	4.709%

- 6.7 Market loans are structured as Lender Option Borrower Option (LOBO). The lenders, who are European banks, have the opportunity to increase the rate of interest but if this option is exercised the Council can immediately repay at no additional cost. These loans were advanced between 1984 and 2005 with maturity between 2024 and 2065. The attraction of LOBO loans is that they offered a lower rate of interest than PWLB debt. To date, no lender has exercised an option and if this occurs the default position is to repay using treasury cash balances. There is no intention of using this structure for future borrowing. Opportunities to repay these loans are being investigated. To date, the LOBO loans have reduced interest paid expenses compared with the alternative of PWLB loans of the same term.

Municipal Bond Agency

- 6.8 Existing debt has been sourced mainly from the Public Works Loan Board, with occasional use of banks when these offered competitive rates. Prior to 2012, PWLB rates were priced at 0.15% over gilts. This was increased to effectively 0.8% (certainty rate) over gilts. Whereas a margin of 0.15% offered little scope for conventionally structured local authority borrowing to be priced below PWLB, a margin of 0.8% could potentially be improved upon.
- 6.9 A number of local authorities, including Westminster, have sponsored the Municipal Bond Agency with the aim of issuing collective bonds at prices below

PWLB rates. The MBA hopes to make its first bond issue in late 2016. The Council is considering whether to participate either in the first or subsequent bond issues. The borrowing terms include a joint and several guarantee of the entire bond issue. The legality and risks associated with this guarantee are being evaluated.

7 CAPITAL EXPENDITURE & FINANCING

Capital Expenditure

- 7.1 The level and financing decisions of capital spend have a major impact on the treasury management position of the Council. The Council has a number of available sources of financing to apply to capital expenditure and makes decisions based on maximising the available resources.
- 7.2 The Prudential Code requires indicators to be set in respect of the overall level of Capital Expenditure for the General Fund and Housing Revenue Account. The table below sets out the indicator and the sources of financing used to fund this spend:

	2014/15 Actual £m	2015/16 Indicator £m	2015/16 Actual £m
General Fund Capital Expenditure	76	90	69
HRA Capital Expenditure	108	179	55
Total Capital Expenditure	184	269	124
Financed by:			
Capital Receipts	9	40	14
Capital Grants	58	88	39
Funded from Revenue	35	31	18
Major Repairs Allowance	17	17	23
Prudential Borrowing	65	93	30

- 7.3 The underspend on capital is mostly due to delays to HRA projects.

Capital Financing Requirement

- 7.4 Ultimately all expenditure incurred by the Council has to be resourced in some way. Revenue expenditure must be resourced using revenue sources of finance. Capital expenditure, as shown by the table above, has a number of financing options available. If the Council is able to receive a grant for certain schemes, or charge to a revenue account, by way of example, this has the impact of immediately resourcing that expenditure. However, if these sources are not available, or sufficient to meet the extent of the planned expenditure, then Prudential Borrowing can be undertaken which defers the total resourcing. The amount of historic capital expenditure which has yet to be resourced is measured by the Capital Financing Requirement (CFR).

- 7.5 Ultimately this resourcing will take place through the Minimum Revenue Provision (MRP) mechanism which requires authorities to make an annual charge to the revenue account over the lifetime of the assets being financed in this way. Guidance issued by the Secretary of State set out recommendations for authorities to follow when determining this provision. The guidance requires authorities to produce an annual MRP policy in advance of the start of the year. The policy for 2015/16 was included within the Treasury Management Strategy report approved by Council in February 2015. The CFR increases each year by the value of capital expenditure met by Prudential Borrowing, and reduces as MRP resources this spend on an annual basis.
- 7.6 In addition to MRP which reduces the underlying need to borrow over time, authorities can also make additional MRP charges to revenue known as Voluntary MRP or apply capital receipts up to the value of any debt that has been repaid.
- 7.7 Another component of the CFR is the element relating to other long term liabilities; specifically finance leases and PFI contracts. This element of the CFR is written down each year by the principal elements of the lease repayments.
- 7.8 One of the key Prudential Indicators relates to the CFR and ensuring that gross borrowing does not exceed the CFR. The Prudential Indicator in respect of the CFR is set out below:

	General Fund	Housing Revenue Account	Total
	£m	£m	£m
Adjusted Opening CFR 31/03/2015	180.18	276.40	456.58
Prudential Borrowing in 2015/16	27.90	2.30	30.20
Capital Receipts applied to reduce CFR	(11.23)	(0.70)	(11.93)
Minimum Revenue Provision	(2.69)	-	(2.69)
MRP in respect of Other Long Term Liabilities	(0.90)	-	(0.90)
Closing CFR	193.26	278.00	471.26
Prudential Indicator projected closing position 2015/16	114.84	278.17	393.01

- 7.9 The increase in the General Fund CFR for 2015/16 is predominantly as a result of capital expenditure financed by Prudential Borrowing during the year.

8 THE ECONOMY AND INTEREST RATES

- 8.1 Market expectations for the first increase in Bank Rate moved considerably during 2015/16, starting at quarter 3 2015 but soon moving back to quarter 1 2016. However, by the end of the year, market expectations had moved back radically to quarter 2 2018 due to many fears including concerns that China's economic growth could be heading towards a hard landing; the potential

destabilisation of some emerging market countries particularly exposed to the Chinese economic slowdown; and the continuation of the collapse in oil prices during 2015 together with continuing Eurozone growth uncertainties.

- 8.2 These concerns have caused sharp market volatility in equity prices during the year with corresponding impacts on bond prices and bond yields due to safe haven flows. Bank Rate, therefore, remained unchanged at 0.5% for the seventh successive year. Economic growth (GDP) in 2015/16 has been disappointing with growth falling steadily from an annual rate of 2.9% in quarter 1 2015 to 2.1% in quarter 4.
- 8.3 The sharp volatility in equity markets during the year was also reflected in bond yields. However, the overall dominant trend in bond yields since July 2015 has been for yields to fall to historically low levels as forecasts for inflation have repeatedly been revised downwards and expectations of increases in central rates have been pushed back. In addition, a notable trend in the year was that several central banks introduced negative interest rates as a measure to stimulate the creation of credit and hence economic growth.
- 8.4 The ECB commenced a full blown quantitative easing programme of purchases of Eurozone government and other bonds starting in March at €60bn per month. This put downward pressure on Eurozone bond yields. There was a further increase in this programme of QE in December 2015.
- 8.5 As for America, the economy has continued to grow healthily on the back of resilient consumer demand. The first increase in the central rate occurred in December 2015 since when there has been a return to caution as to the speed of further increases due to concerns around the risks to world growth.
- 8.6 The UK elected a majority Conservative Government in May 2015, removing one potential concern but introducing another due to the promise of a referendum on the UK remaining part of the EU. The government maintained its tight fiscal policy stance but the more recent downturn in expectations for economic growth has made it more difficult to return the public sector net borrowing to a balanced annual position within the period of this parliament.

9 COMPLIANCE WITH TREASURY LIMITS AND PRUDENTIAL INDICATORS

- 9.1 During the financial year to March 2016, the Council operated within the treasury limits as set out in the TMS. The outturn for the Treasury Management Prudential Indicators are shown below.

External debt indicator	Approved limit (£m)	Maximum Borrowing in year	Days exceeded
Authorised limit ¹	516	285	None
Operational boundary ²	496	285	None

¹ Authorised limit for external debt is the limit above which external debt must not go without changing Council Policy.

² Operational boundary for external debt is the limit against which external debt will be constantly monitored.

Maturity structure of borrowing	Lower limit (%)	Upper limit (%)	Actual at 31 March 2016 (%)
Under 12 months	0	40	0.0
1-2 years	0	35	0.0
2-5 years	0	35	18.0
5-10 years	0	50	13.0
10 years and over	35	100	69.0

Upper limits on interest rate exposure	Approved maximum limit	Actual as at 31 March 2016
Borrowing		
Fixed interest rate exposures	100%	72.17%
Variable interest rate exposures ³	50%	27.83%
Investments		
Fixed interest rate exposures	50%	4.7%
Variable interest rate exposures ⁴	100%	95.3%

£ million	Approved maximum limit	Actual as at 31 March 2016
	£m	£m
Limit on investments for periods over 364 days	300	43.9

10. THE WAY FORWARD

- 10.1 The Council has a clear ambition to be a leader amongst its peers for effective performance of financial management, including treasury management function. As part of the Tri-Borough team for Treasury & Pensions, there is opportunity to learn from and influence other authorities to constantly improve the service.
- 10.2 Officers are currently exploring a range of options to improve on the treasury management and related investment strategies to ensure the best use of the available resources. During 2016/17 a report will be presented for Members to consider these future initiatives.

³ Variable interest rate include all debt under 1 year to maturity and LOBOs.

⁴ Includes all investments with maturity less than 1 year.

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