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PRINT ON ONE SIDE ONLY

# FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

## ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:

Website address (if available)

Has the address changed during the year to which the return relates?  Yes  No  (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

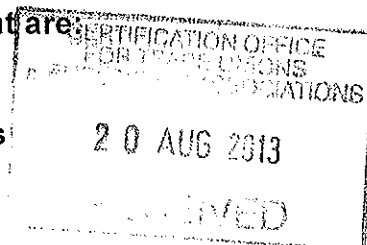
e-mail:

**PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.**  
Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 020 7210 3734

The address to which returns and other documents should be sent are:

**For Employers' Associations based in England and Wales:**  
Certification Office for Trade Unions and Employers' Associations  
22<sup>nd</sup> Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

**For Employers' Associations based in Scotland:**  
Certification Office for Trade Unions and Employers' Associations  
Melrose House, 69a George Street, Edinburgh EH2 2JG



# RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
52				52

## OFFICERS IN POST

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

## CHANGE OF OFFICERS

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change

East of England LGA Staff year end 31.3.13	Job Title
Adrian Cannard	Head of Strategic Support
Jayne Cole	Events Organiser
Ian Beattie	Senior Policy Officer
Hannah Shah	Senior Policy Officer
Jonathan Skinner	Senior Policy Officer
Lucy Powles	Regional HR & L & D Advisor
Valerie Seaman	HR Advisor
Malgorzata Strona	Senior Policy Officer – SMP
Michelle Kirk	Head of Employers Services
Rachel Heathcock	Project Worker – EACH
Sue Hay	Project Worker – EACH
Louise Gooch	Policy Officer – SMP
Charlotte Bendall	Admin Assistant
Julia Searle	Admin Assistant/Events Organiser – EACH project
Nika Watt	Talent Bank Co-Ordinator
Martin Stein	Regional HR & L & D Advisor

# REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	<b>INCOME</b>		
	From Members                      Subscriptions, levies, etc	650,265	
	Investment income    Bank interest (gross)	938	
	Other income            Training	219,864	
	Grants and project support	116,421	
	Consultancy fees	492,747	
	Miscellaneous receipts (specify)	55,391	
	<b>TOTAL INCOME</b>		1,535,626
	<b>EXPENDITURE</b>		
	Administrative expenses		
	Remuneration and expenses of staff	914,008	
	Occupancy costs	51,371	
	Printing, Stationery, Post	39,243	
	Insurance	28,463	
	Telephones	9,120	
	Legal and Professional fees	16,180	
	Office publications	120	
	IT costs	7,449	
	Miscellaneous (specify)	32,939	
	Other charges            Bank charges	1,952	
	Depreciation	2,596	
	Training and consultancy costs	52,595	
	Conference and meeting fees	19,380	
	Miscellaneous – Brussels Office costs	167,400	
	Project costs	429,152	
	Taxation		
	<b>TOTAL EXPENDITURE</b>		1,771,968
	Surplus/Deficit for year		(236,342)
	Amount of fund at beginning of year		917,778
	Amount of fund at end of year		681,436

# ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 3		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

# ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 5		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
		Surplus (Deficit) for the year	
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

# ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
Amount of fund at beginning of year			
Amount of fund at the end of year (as Balance Sheet)			

ACCOUNT 7		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
Amount of fund at beginning of year			
Amount of fund at the end of year (as Balance Sheet)			

# BALANCE SHEET AS AT 31 MARCH 2013

(see notes 19 and 20)

Previous Year	£	£
<b>Fixed Assets</b> (as at page 11)		517,979
<b>Investments</b> (as per analysis on page 13) Quoted (Market value £            ) Unquoted		
	<b>Total Investments</b>	
<b>Other Assets</b> Sundry debtors Cash at bank and in hand Stocks of goods Others (specify)		192,999
		507,326
	<b>Total of other</b>	
<b>assets</b>		
	<b>TOTAL ASSETS</b>	1,218,304
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Revaluation Reserve	
<b>Liabilities</b> Loans Bank overdraft Tax payable Sundry creditors Accrued expenses Provisions Other liabilities – long term loans		
		241,231
		295,637
	<b>TOTAL LIABILITIES</b>	536,868
	<b>TOTAL ASSETS</b>	681,436



# FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
<b>COST OR VALUATION</b>				
At start of period	517,104		2,158	519,262
Additions during period			1,313	1,313
Less: Disposals during period				
Less: DEPRECIATION:			(2,596)	(2,596)
Total to end of period				
<b>BOOK AMOUNT</b> at end of period	517,104		875	517,979
Freehold	517,104			
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
<b>AS BALANCE SHEET</b>	517,104		875	517,979

# ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
<b>QUOTED</b>	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
<b>UNQUOTED</b>	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Unquoted Investments	

\* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

<b>Does the association, or any constituent part of the association, have a controlling interest in any limited company?</b>		YES	NO3
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
<b>INCORPORATED EMPLOYERS' ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the association's name</b>		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
<b>UNINCORPORATED EMPLOYERS ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the names of the association's trustees?</b>		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

# SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	650,265		650,265
From Investments	938		938
Other Income (including increases by revaluation of assets)	884,423		884,423
<b>Total Income</b>	1,535,626		1,535,626
<b>EXPENDITURE</b> (including decreases by revaluation of assets)	1,771,968		1,771,968
<b>Total Expenditure</b>	1,771,968		1,771,968
<b>Funds at beginning of year</b> (including reserves)	917,778		917,778
<b>Funds at end of year</b> (including reserves)	681,436		681,436
<b>ASSETS</b>			
Fixed Assets			517,979
Investment Assets			
Other Assets			700,325
		<b>Total Assets</b>	1,218,304
<b>LIABILITIES</b>		<b>Total Liabilities</b>	536,868
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			681,436

# NOTES TO THE ACCOUNTS

(see note 36)

All notes to the accounts must be entered on or attached to this part of the return.

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box occupies most of the page below the instructions.

# ACCOUNTING POLICIES

(see notes 37 and 38)

## SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: _____ Name: _____ _____ Date: _____ _____	Director's Signature: <u>C. M. Tredget</u> (or other official whose position should be stated) Name: <u>CECILIA TREDGET</u> _____ Date: <u>12/08/13</u> _____
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## CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES		NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES		NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES		NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES		NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES		NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES		NO	


# ACCOUNTING POLICIES

(see notes 37 and 38)

## SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: _____ Name: _____ _____ Date: _____ _____	Director's Signature: <u></u> (or other official whose position should be stated) Name: <u>MICHELLE KIRK</u> _____ Date: <u>12/18/13</u> _____
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## CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES		NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES		NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES		NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES		NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES		NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES		NO	

# AUDITOR'S REPORT

(see notes 42 to 47)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?  
(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

YES

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
  - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
  - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 43)

YES

If "No" please explain below.

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
  - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in note 43)

YES

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.  
(See note 45)



# AUDITOR'S REPORT (continued)

See attached financial statements

Signature(s) of auditor or auditors:

*Whiting & Partners*

Name(s):

Whiting & Partners

Profession(s) or Calling(s):

Chartered Accountants

Address(es):

Greenwood House  
Greenwood Court  
Bury St Edmunds  
Suffolk

Date:

13 / 08 / 2013

Contact name and telephone number:

C Kelly 01284 752313

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**FINANCIAL STATEMENTS**

**Year ended 31<sup>st</sup> March 2013**

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

STATEMENT OF MANAGEMENT COMMITTEE RESPONSIBILITIES

For the year ended 31<sup>st</sup> March 2013

The Management Committee are required to prepare financial statements in accordance with applicable law and regulations for each financial year which give a true and fair view of the state of the affairs of the Association and of the surplus or deficit for that year. In preparing those financial statements, the Management Committee are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the association will continue in business.

The Management Committee are also responsible for keeping adequate accounting records that are sufficient to show and explain the Association's transactions and disclose with reasonable accuracy at any time the financial position. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

*C. dr. Tredget*

.....  
C Tredget

Signed on behalf of the Association

23 July 2013

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF**  
**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**  
**For the year ended 31<sup>st</sup> March 2013**

We have audited the financial statements of the East of England Local Government Association for the year ended 31 March 2013 which comprise the Revenue Statements, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Association's members, as a body. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective Responsibilities of the Management Committee and Auditor**

As explained more fully in the Statement of Management Committee Responsibilities, set out on page 1, the Management Committee are responsible for the preparation of financial statements which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the Audit of the Financial Statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Management Committee; and the overall presentation of the financial statements.

**Opinion on Financial Statements**

In our opinion the financial statements:


- give a true and fair view of the state of the association's affairs as at 31 March 2013 and of its income and expenditure for the year then ended; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

**Matters on Which We Are Required to Report by Exception**

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 require us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained; or
- the association has not kept proper accounting records; or
- the financial statements are not in agreement with the books of account; or
- we have not received all the information and explanations we need for our audit.

Dated: 23 July 2013

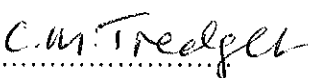
  
.....  
Christopher Kelly (Senior statutory auditor)  
For and on behalf of  
WHITING & PARTNERS  
Chartered Accountants  
Statutory Auditors  
Greenwood House  
Greenwood Court  
Bury St Edmunds  
Suffolk  
IP32 7GY

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

BALANCE SHEET  
At 31<sup>st</sup> March 2013

	Note	2013		2012	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	2		517,979		519,262
<b>Current Assets</b>					
Debtors	3	192,999		178,409	
Cash at bank and in hand		507,326		1,532,840	
		<u>700,325</u>		<u>1,711,249</u>	
<b>Creditors: Amounts Falling due Within One Year</b>	4	<u>241,231</u>		<u>1,017,096</u>	
<b>Net Current Assets</b>			459,094		694,153
<b>Total Assets Less Current Liabilities</b>			<u>977,073</u>		<u>1,213,415</u>
<b>Creditors: Amounts Falling due after More than One Year</b>	5		<u>295,637</u>		<u>295,637</u>
<b>Net Assets</b>			<u>681,436</u>		<u>917,778</u>
<b>Representing:</b>					
<b>Members' Funds</b>	6		<u>681,436</u>		<u>917,778</u>

The financial statements on pages 3 to 10 were approved by the East of England Local Government Association on 23 July 2013 and signed on its behalf by:

  
.....  
C Tredeget

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**LOCAL GOVERNMENT ASSOCIATION REVENUE ACCOUNT**

**For the year ended 31<sup>st</sup> March 2013**

<b>Budget 2013 £</b>		<b>Actual 2013 £</b>	<b>Actual 2012 £</b>
	<b>Income</b>		
652,830	Local Authority Subscriptions	650,265	648,665
280,000	Training, Consultancy and Conferences	219,864	303,101
-	Talent Bank Training and Consultancy	492,747	
-	Liaison Group Secretariat Hosting Costs	-	30,000
-	Investment Income	938	868
1,000	Miscellaneous Income	4,443	10,433
30,000	Contribution from Partners	21,421	7,760
13,000	Hosting Fees	19,500	32,500
-	Health Support Worker Income	3,720	15,177
-	Health Support Worker Expenditure	(3,720)	(15,177)
-	Climate Change Partnership Income	14,500	344,095
-	Climate Change Partnership Expenditure	(14,500)	(344,095)
-	Climate Change Skills Fund Income	286,085	575,239
-	Climate Change Skills Fund Expenditure	(286,085)	(575,239)
-	Truscott Project Income	-	158,000
-	Truscott Project Expenditure	-	(158,000)
-	Apprenticeship Project Income	-	8,595
-	Apprenticeship Project Expenditure	-	(8,595)
-	Be a Councillor Income	10,000	5,046
-	Be a Councillor Expenditure	(10,000)	(5,046)
-	Housing Project Income	46,601	175,641
-	Housing Project Expenditure	(46,601)	(175,641)
-	Health Development Project Income	141,199	66,756
-	Health Development Project Expenditure	(141,199)	(66,756)
-	NHS Reforms Project Income	11,305	18,558
-	NHS Reforms Project Expenditure	(11,305)	(18,558)
-	EU Connects Project Income	147,002	93,529
-	EU Connects Project Expenditure	(147,002)	(93,529)
-	English Regions Network Income	-	-
-	English Regions Network Expenditure	-	-
-	Talent Bank Income	-	7,035
-	Talent Bank Expenditure	-	(7,035)
-	Forecasting Model Project Income	63,415	33,103
-	Forecasting Model Project Expenditure	(63,415)	(33,103)
<hr/>		<hr/>	<hr/>
976,830	<b>Total Income</b>	1,409,178	1,033,327

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**LOCAL GOVERNMENT ASSOCIATION REVENUE ACCOUNT**

**For the year ended 31<sup>st</sup> March 2013**

<b>Budget 2013 £</b>		<b>Actual 2013 £</b>	<b>Actual 2012 £</b>
976,830	<b>Total Income</b>	1,409,178	1,033,327
	<b>Expenditure</b>		
55,400	Accommodation Costs	51,371	46,837
629,235	Staff Costs	634,515	595,298
222,400	Regional Operations	236,832	255,476
112,293	General Expenses	82,419	120,191
13,000	Contracted Out Services	18,132	22,070
5,200	Other Expenditure	3,738	4,273
-	Talent Bank Project Expenditure	429,152	-
<u>1,037,528</u>		<u>1,456,159</u>	<u>1,044,145</u>
<u>(60,698)</u>	<b>Deficit before exceptional items</b>	<u>(46,981)</u>	<u>(10,818)</u>
	<b>Exceptional items</b>		
-	Redundancy Costs	(194,113)	(112,961)
<u>(60,698)</u>	<b>Deficit for year</b>	<u>(241,094)</u>	<u>(123,779)</u>

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

STRATEGIC MIGRATION PARTNERSHIP REVENUE ACCOUNT

For the year ended 31<sup>st</sup> March 2013

<b>Budget 2013 £</b>		<b>Actual 2013 £</b>	<b>Actual 2012 £</b>
	<b>Income</b>		
75,000	Home Office Enabling Grant	95,000	102,798
32,000	Other Income	31,448	5,210
<u>107,000</u>		<u>126,448</u>	<u>108,008</u>
	<b>Expenditure</b>		
82,068	Staff Costs	82,080	77,919
500	Meeting Expenses	2,543	987
2,500	Travel and Subsistence	3,300	3,919
-	Telephone	47	200
-	Research Projects	-	8,983
-	Website provision	2,000	-
13,000	Miscellaneous Expenses	31,726	13,000
<u>98,068</u>		<u>121,696</u>	<u>105,008</u>
<u>8,932</u>	<b>Surplus for year</b>	<u>4,752</u>	<u>3,000</u>



**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31<sup>st</sup> March 2013**

**1. Accounting Policies**

**a. Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

**b. Depreciation of Fixed Assets**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office Equipment - 3 to 4 years straight line

It is not considered necessary to provide depreciation on freehold buildings where the remaining useful life exceeds fifty years as it is the Association's policy to maintain its property in good condition so the estimated residual value is not less than book value and as a result the corresponding depreciation would not be material. The Association performs annual impairment reviews to ensure that the recoverable amount is not lower than carrying value.

**c. Pensions**

The Association contributes to the Cambridgeshire County Council Pension Fund, which is a defined benefit scheme. The scheme is a multi employer pension scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Association. The scheme is therefore accounted for as a defined contribution scheme.

**d. Government Grants**

Grants of a revenue nature are credited to income in the period to which they relate. Where not all of the conditions attaching to grants have been fulfilled at the balance sheet date, income is deferred. Contributions towards capital expenditure are deducted from the cost of the assets to which they relate.

**2. Fixed Assets**

	<b>Freehold Property £</b>	<b>Office Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 April 2012	834,497	202,816	1,037,313
Additions	-	1,313	1,313
At 31 March 2013	<u>834,497</u>	<u>204,129</u>	<u>1,038,626</u>
<b>Depreciation</b>			
At 1 April 2012	317,393	200,658	518,051
Charge for the year	-	2,596	2,596
At 31 March 2013	<u>317,393</u>	<u>203,254</u>	<u>520,647</u>
<b>Net Book Value</b>			
At 31 March 2013	<u>517,104</u>	<u>875</u>	<u>517,979</u>
At 31 March 2012	<u>517,104</u>	<u>2,158</u>	<u>519,262</u>

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**For the year ended 31<sup>st</sup> March 2013**

**3. Debtors**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade debtors	187,856	122,475
Other debtors	1,095	37,084
Prepayments and accrued income	4,048	18,850
	<u>192,999</u>	<u>178,409</u>

**4. Creditors: Amounts Falling due Within One Year**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade creditors	22,677	22,677
Other taxation and social security	12,363	18,835
Other creditors	33,675	28,758
Accruals and deferred income	172,516	946,826
	<u>241,231</u>	<u>1,017,096</u>

**5. Creditors: Amounts Falling due after More than One Year**

The loans have been provided by the members of the Association. Interest is not being charged. The sum to be repaid will be the higher of the original contribution or the appropriate proportion of the value of the freehold property at the redemption date. Repayments require notice of one year, and are to be made annually on 25<sup>th</sup> June.

**6. Members' Funds**

	<b>Balance at 1 April 2012 £</b>	<b>Surplus/ (Deficit) for Year £</b>	<b>Balance at 31 March 2013 £</b>
Local Government Association	894,536	(241,094)	653,442
Strategic Migration Partnership	23,242	4,752	27,994
	<u>917,778</u>	<u>(236,342)</u>	<u>681,436</u>

In the event of winding up or dissolution of the Association, any surplus shall be distributed as follows:-

- Local Government Association - Member Authorities in accordance with the Association's constitution.
- Strategic Migration Partnership - Returned to Home Office and other contributing parties.

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**

**For the year ended 31<sup>st</sup> March 2013**

**7. Pension Scheme**

Employees of the Association participate in the Cambridgeshire County Council Pension Fund which is a defined benefit scheme. The assets of the Fund are held in externally managed funds invested by professional investment managers. Participation in the Scheme is by virtue of the Association's status as an Admitted Body to the Fund.

The last actuarial valuation of the Fund was carried out by independent qualified actuaries as at 31 March 2010. The purpose of the valuation was to examine the financial position of the Fund and to recommend the contribution rate to be paid by the Association and other participating employers in the Fund.

The assets of the Fund are not explicitly allocated to each of the participating employers. It is therefore not possible to state exactly the proportion of the assets in relation to the liabilities of any employer. The market value of the Scheme's assets was £1,494m and these assets were sufficient to cover 73% of the liabilities of the Fund at the valuation date - a deficit of £555m. The Association has received details of the current funding position and as part of this its notional 'slice' of the deficit was indicated as being £2.56m.

The valuation method used to determine the Association's contribution rate was the projected unit method and the following assumptions were made:-

Investment Returns	6.1% per annum
Salary Increases	5.3% per annum
Pension Increases	3.3% per annum

The costs of providing pensions to employees of the association are charged to the revenue account on a consistent basis over the service lives of the scheme members.

The amount charged to the revenue account for the year ended 31 March 2013 was £121,465 which is equal to the contributions payable to the Scheme. Contributions totalling £nil were payable to the Fund at 31 March 2013.

The current employer's contribution rate for the association is 21.8% of the employees' pensionable remuneration.

**8. Financial Commitments**

Two former employees have been granted added years under the Local Government Pension Scheme, and the association is required to meet the annual cost. The cost to the association in 2013 was £5,296.

**9. Commitments under Operating Leases**

At 31 March 2013 the Association had annual commitments under non-cancellable operating leases as set out below.

	2013	2012
	£	£
Operating leases which expire:		
Within 2 to 5 years	28,220	28,220

**EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**

**For the year ended 31<sup>st</sup> March 2013**

**10. Related Party Transactions**

Subscription income is wholly attributable to members and subscribing partners. The income from Distribution, Publications, Courses and Consultancy is derived principally from members.

**11. Post Balance Sheet Events**

On the 1<sup>st</sup> April 2013 the Association merged with Improvement East.