



Office of the
**Police & Crime
Commissioner**
West Yorkshire

**Statement of Accounts
2013/14**

POLICE AND CRIME COMMISSIONER FOR WEST YORKSHIRE

STATEMENT OF ACCOUNTS 2013/14

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CERTIFICATION
BY THE
CHIEF FINANCE OFFICER AND THE
POLICE AND CRIME COMMISSIONER FOR WEST
YORKSHIRE

The Accounts and Audit (England) Regulations 2011, produced and enforceable under the Audit Commission Act 1998, require the Statement of Accounts to be signed by the officer responsible for the financial administration of the Accounts for the Police and Crime Commissioner for West Yorkshire and the Group, and by the person presiding at the meeting where the accounts are formally approved.

I certify that the Statement of Accounts set out on pages 17 to 104 represents a true and fair view of the financial position of the Police and Crime Commissioner for West Yorkshire and the Group as at 31 March 2014, and its income and expenditure for the year ended 31 March 2014.

Sophie Abbott
Chief Finance Officer for the Police and Crime Commissioner for West Yorkshire

Mark Burns-Williamson
Police and Crime Commissioner for West Yorkshire

Independent auditor's report to the Police and Crime Commissioner for West Yorkshire

We have audited the financial statements of the Police and Crime Commissioner for West Yorkshire for the year ended 31 March 2014 on pages 17 to 104. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

This report is made solely to the Police and Crime Commissioner in accordance with Part II of the Audit Commission Act 1998. Our audit work has been undertaken so that we might state to the Police and Crime Commissioner those matters we are required to state 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 Police and Crime Commissioner for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Chief Finance Officer and auditor

As explained more fully in the Statement of the Chief Finance Officer's Responsibilities, the Chief Finance Officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom, and for being satisfied that they 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 Police and Crime Commissioner's and the Group's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Chief Finance Officer; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Explanatory Foreword to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the financial position of the Police and Crime Commissioner and the Group as at 31 March 2014 and of the Police and Crime Commissioner's and the Group's expenditure and income for the year then ended;
- have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

Matters on which we are required to report by exception

The Code of Audit Practice 2010 for Local Government Bodies requires us to report to you if:

- the Annual Governance Statement set out on pages 105 to 113 does not reflect compliance with 'Delivering Good Governance in Local Government: a Framework' published by CIPFA/SOLACE in June 2007; or
- the information given in the Explanatory Foreword for the financial year for which the financial statements are prepared is not consistent with the financial statements; or
- any matters have been reported in the public interest under section 8 of Audit Commission Act 1998 in the course of, or at the conclusion of, the audit; or
- any recommendations have been made under section 11 of the Audit Commission Act 1998; or
- any other special powers of the auditor have been exercised under the Audit Commission Act 1998.

We have nothing to report in respect of these matters

Conclusion on the Police and Crime Commissioner for West Yorkshire's arrangements for securing economy, efficiency and effectiveness in the use of resources

The Police and Crime Commissioner's responsibilities

The Police and Crime Commissioner is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in the use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

Auditor's responsibilities

We are required under Section 5 of the Audit Commission Act 1998 to satisfy ourselves that the Police and Crime Commissioner has made proper arrangements for securing economy, efficiency and effectiveness in the use of resources. The Code of Audit Practice issued by the Audit Commission requires us to report to you our conclusion relating to proper arrangements, having regard to relevant criteria specified by the Audit Commission.

We report if significant matters have come to our attention which prevent us from concluding that the Police and Crime Commissioner has put in place proper arrangements for securing economy, efficiency and effectiveness in the use of resources. We are not required to consider, nor have we considered, whether all aspects of the Police and Crime Commissioner's arrangements for securing economy, efficiency and effectiveness in the use of resources are operating effectively.

Scope of the review of arrangements for securing economy, efficiency and effectiveness in the use of resources

We have undertaken our audit in accordance with the Code of Audit Practice, having regard to the guidance on the specified criteria, published by the Audit Commission October 2013, as to whether the Police and Crime Commissioner has proper arrangements for:

- securing financial resilience; and
- challenging how it secures economy, efficiency and effectiveness.

The Audit Commission has determined these two criteria as those necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Police and Crime Commissioner put in place proper arrangements for securing economy, efficiency and effectiveness in the use of resources for the year ended 31 March 2014.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether, in all significant respects, the Police and Crime Commissioner had put in place proper arrangements to secure economy, efficiency and effectiveness in the use of resources.

Conclusion

On the basis of our work, having regard to the guidance on the specified criteria published by the Audit Commission in October 2013, we are satisfied that, in all significant respects the Police and Crime Commissioner for West Yorkshire put in place proper arrangements to secure economy, efficiency and effectiveness in the use of resources for the year ending 31 March 2014.

Delay in certification of completion of the audit

Due to work on the WGA Return not being completed by the 30 September 2014

We cannot formally conclude the audit and issue an audit certificate until we have completed the work necessary to issue our assurance statement in respect of the Police and Crime Commissioner for West Yorkshire's Whole of Government Accounts consolidation pack. We are satisfied that this work does not have a material effect on the financial statements or on our value for money conclusion.

Trevor Rees
for and on behalf of KPMG LLP, Appointed Auditor
Chartered Accountants
St James' Square
Manchester
M2 6DS

30th September 2014

STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

The Police and Crime Commissioner for West Yorkshire is required:

- to make arrangements for the proper administration of its financial affairs and to secure that one of its officers (Chief Finance Officer) has the responsibility for the administration of those affairs;
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- to approve the Statement of Accounts.

The Chief Finance Officer is responsible for preparation of the Statement of Accounts for the Police and Crime Commissioner for West Yorkshire in accordance with proper practices as set out in the Chartered Institute of Public Finance and Accountancy/Local Authority (Scotland) Accounts Advisory Committee Code of Practice on Local Authority Accounting in the UK ('the Code of Practice').

In preparing this Statement of Accounts, the Chief Finance Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the Code of Practice;
- approved proper accounting procedures and records which were maintained and kept up to date; and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

EXPLANATORY FOREWORD TO THE STATEMENT OF ACCOUNTS

1 The Statement of Accounts

The 2013/14 core financial statements are set out in the following pages. They are prepared and presented using the Code of Practice on Local Authority Accounting in the United Kingdom (the Code) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The accounts reflect the current legislative framework as well as the local arrangements operating in practice. Key elements of this framework include:

- The Police Reform and Social Responsibility Act 2011 (the Act);
- The Home Office Financial Management Code of Practice for the Police Service of England and Wales 2013;
- The Police and Crime Commissioner's Scheme of Delegation and Financial Regulations

Within the Group the Police and Crime Commissioner (PCC), and Chief Constable (CC), have separate single entity financial statements. This reflects the fact that they are two separate corporations sole.

The Police and Crime Commissioner is responsible for the finances of the whole Group and controls the assets, liabilities and reserves. The Police and Crime Commissioner receives all income and funding and makes all payments for the Group from the Police Fund. In turn the Chief Constable fulfils his functions under the Police Reform and Social Responsibility Act within an annual budget agreed by the Police and Crime Commissioner. A scheme of consent is in operation between the two bodies determining their respective responsibilities.

During 2013/14 the vast majority of police staff were under the direction and control of the Chief Constable, and these costs are shown in the Chief Constables Comprehensive Income and Expenditure Statement.

A small team of staff also supports the Police and Crime Commissioner, shown separately as the corporate and democratic core within the PCC's statements.

The Police and Crime Commissioner is also responsible for some services that are used by both organisations (joint services) and these include police staff in the following departments:

- Corporate Communications;
- Police National Legal Database (PNLD); and,
- Risk and Insurance.

Costs associated with these departments are also reflected in the PCC's Comprehensive Income and Expenditure Statement for the Police and Crime Commissioner split over the different elements within the Provision of Services.

This document contains two sets of accounts; the Police and Crime Commissioners single entity accounts and the Group accounts which incorporates the accounts produced by the Chief Constable.

The single entity statements comprise of:

- Movement in Reserves Statement
- Comprehensive Income and Expenditure Statement
- Balance Sheet
- Cash Flow Statement

The contents of these statements is explained below.

Group Accounts

The Chief Constable for West Yorkshire is a wholly owned subsidiary of the Police and Crime Commissioner. The accounts of these two bodies are consolidated on a line by line basis with intergroup balances and transactions eliminated in full. They share a common year end of 31st March and apply uniform accounting policies. The group accounts are prepared in accordance with chapter nine of the Code of Practice.

The consolidated Group financial statements consist of:

Movement in Reserves Statement

This statement shows the movement in the year on different reserves held by the Police and Crime Commissioner and the Group, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Police and Crime Commissioner's and Group services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the Police Fund Balance for Council Tax precept. The Net Increase/Decrease before Transfers to Earmarked Reserves line shows the statutory Police Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Police and Crime Commissioner and Group.

Comprehensive Income and Expenditure Statement

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. The Police and Crime Commissioner and Group raises taxation to cover expenditure in accordance with regulations; this may be different from accounting cost. The taxation position is shown in the Movement in Reserves Statement.

Balance Sheet

The Balance Sheet shows the value as at 31 March 2014 of the assets and liabilities recognised by the Police and Crime Commissioner and Group. The net assets (assets less liabilities) are matched by the reserves held by the Police and Crime Commissioner and Group. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that may be used to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitation on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves is those that the Police and Crime Commissioner and Group is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.

Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Police and Crime Commissioner and Group during the reporting period. The statement shows how cash and cash equivalents are generated and used by classifying cash flows as operating, investing and financing activities. The amount of net cash flow arising from operating activities is a key indicator of the extent to which the operations of the Police and Crime Commissioner and Group are funded by way of taxation and grant income or from the recipients of services provided. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Police and Crime Commissioner and Group.

2

Impact of the current economic climate on the Police and Crime Commissioner and Group

A significant proportion of revenue funding is derived from the Home Office Police Grant and the DCLG Formula Grant. The national sums available and the distribution the Police and Crime Commissioner are determined by Central Government.

Although the Police and Crime Commissioner is able to supplement these sources of income through a precept on the Council Tax levied by the local authorities in West Yorkshire, the sum that can be obtained from this source is influenced by the requirement for the Police and Crime Commissioner to conduct his financial affairs in a prudent manner.

In 2013/14 increases in council tax above the government's excessiveness limit (2%) were subject to the requirement to hold a public referendum to determine whether the proposed increase had public support.

The Police and Crime Commissioner is able to generate additional income from provision of certain services to the public. However, many of the charges for such services are nationally determined.

The Government's Spending Review published in October 2010 reflected overall reductions in Government funding for police of 20% in real terms by 2014/15, with the majority front-end loaded into 2011/12 and 2012/13.

The Local Government Finance Settlement for 2013/14 reduced external support to police authorities by 1.6% on a like for like basis compared with 2012/13. This was a reduction of £5.3m for West Yorkshire. Government grant is allocated between force areas on the basis of their relative need to spend on providing the police service. West Yorkshire's allocation is £5.4m higher than the actual amount of grant received, because the government has decided to reduce the grant to all areas by the same percentage. This means that West Yorkshire receives less grant than its allocation, while other areas receive more.

Indicative figures showed reductions of 3.3% in 2014/15 and 4.4% in 2015/16, although subsequent announcements by government have led to an expectation that that further funding cuts will be imposed in 2016/17 and beyond.

As a response to the considerable and ongoing funding reductions resulting from the Spending Review the organisation has developed a significant organisational change programme. The programme not only focuses on savings, but also on transforming structures, systems and processes in order to improve performance and reduce cost.

Cost savings are still an essential priority. Plans are in place to find £55m savings, however, a further £33m is required over the next three years. Equally important is to improve performance and deliver the Police and Crime Plan to make communities safer and feel safer. The emphasis of the transformation programme will be on leaner leadership, a front line that is protected as far as possible and the introduction of the New Operating Model incorporating multi-agency, co-located Neighbourhood Management Teams.

The Programme aims to protect frontline services as far as possible, while making savings in support functions. This has involved rationalisation and merger of departments, developing the best workforce mix, focussing resources on threat, harm and risk, making processes leaner and more efficient and reducing overheads. This work continues under the strategic direction of the PCC.

The PCC agreed a revenue budget of £410.8m for 2013/14, which meant that the council tax at band D increased to £135.50.

The latest Medium Term Financial Forecast now projects an overall reduction in budget of £157.0m by 2016/17, although there are significant uncertainties surrounding the level of

future government funding and the impact of changes to the way in which council tax benefit is funded.

At the end of 2013/14 the PCC's Police Fund balances stood at £20.5m, a decrease of £20.5m on 2012/13. The reduction is due to the net effect of savings made throughout the year, and transfers to earmarked reserves. The main transfer relates to £20m to fund the Force Transformation, set aside to reinvest in initiatives which reduce costs, increase efficiency or reduce demand, in support of the outcomes in the Police and Crime Plan. Other transfers include £5.5m to the Community Safety Fund and a further £1m to the Partnership Executive Group. These provide funding to partners, through either grants or commissioning, in support of the outcomes in the Police and Crime Plan and will be used over a two year period.

The PCC is required by law to maintain a prudent level of unearmarked reserves in order to meet unforeseen circumstances where no budget provision can reasonably be made. The current estimate of this minimum prudent level is around £8.7m. The PCC has agreed a prudent financial strategy to utilise surplus balances in a phased way over the medium term to fund organisational change costs and provide flexibility where necessary for future financial years.

3 **Financing and Performance against Budget**

The following statement compares main items of actual expenditure and income with the approved Revised Estimate for 2013/14:-

	Revised Estimate	Actual	Variation
	£'000	£'000	£'000
GROUP NET SERVICE EXPENDITURE			
Net Cost of Police Services	391,290	379,992	11,298
OPCC Direction and Control	1,006	1,003	3
OPCC Corporate and Democratic Core	1,736	1,455	281
	<u>394,032</u>	<u>382,450</u>	<u>11,582</u>
Interest Payable	4,151	4,116	35
Other Operating Costs	(28)	(28)	0
GROUP NET EXPENDITURE	<u>398,155</u>	<u>386,538</u>	<u>11,617</u>
Less: Use of Reserves			
Regional Working Reserve	(319)	(319)	0
Devolution Reserve	(992)	(992)	0
VIPER Reserve	0	(166)	166
Dilapidations	0	(350)	350
Add: Contribution to Reserves			
VIPER Reserve	200	625	(425)
PFI Reserve	3,124	3,601	(477)
Capital Financing Reserve	8,924	8,924	0
PNLD Reserve	0	18	(18)
Organisational Change Fund	4,000	4,000	0
Insurance Reserve	2,400	2,400	0
Community Safety Fund	5,500	5,500	0
Partnership Executive Group	1,000	1,000	0
Innovation, Income Generation and Investment	500	500	0
Force Transformation	20,000	20,000	0
Contribution / (Use of Balances)	<u>(31,681)</u>	<u>(20,468)</u>	<u>(11,213)</u>
TOTAL GROUP NET EXPENDITURE	<u>410,811</u>	<u>410,811</u>	<u>0</u>

FINANCING			
Police Grant	187,770	187,770	0
RSG	2,226	2,226	0
NNDR	141,746	141,746	0
Precept	79,069	79,069	0
TOTAL GROUP FINANCING	410,811	410,811	0

Police officer and police staff numbers have reduced more quickly than anticipated during the year, creating an underspend of around £6.0m.

Significant savings in non-pay budgets include £3.6m in PFI costs, of this £2.864m is the budgeted transfer to the PFI sinking fund and the remaining £0.7m is due to contract variations and savings in utilities; £2.9m in revenue contributions to capital outlay arising from reprofiling of the capital programme; £1.7m over recovery in income largely arising from mutual aid; £1.1m in ill health pension costs, £0.625m in VIPER (Video Identification Parade Electronic Recording) due to planned savings in staff pay and running costs, all transferred to VIPER reserve; and £0.952m in Rents, Rates and Energy (excluding PFI) due to a combination of one off rate rebates, in year estate rationalisation, savings in CRCs and reduced consumption of energy due the mild winter.

Additionally, the Police and Crime Commissioner received £5.3m Community Safety Fund. The whole of this funding was allocated to Community Safety Partnerships, Youth Offending Teams, Drug and Alcohol Teams and early intervention partners providing a joined up approach to realising the outcomes of the police and crime plan.

A further £823,000 was received from the Ministry of Justice (MOJ) for the PCC to increase capability and capacity, including with the third sector, and preparing for commissioning victim support services including restorative justice from October 2014. This preparatory fund was used to commission external projects within a programme of work which both supported the MOJ criteria, the police and crime plan objectives and the PCC when he become responsible for commissioning victim support services.

4 **Significance of any pensions liability or asset disclosed in the statements**

Pension costs are reported in line with International Accounting Standard 19 (IAS19). The pension liability shown on the Group Balance Sheet reflects the underlying commitment that the Police and Crime Commissioner has in the long term to pay retirement benefits. Although recognition of these liabilities has a considerable impact on the net worth of the Group, statutory arrangements for funding the deficit mean the financial position of the Group remains healthy. Refer to Note 36 for full IAS 19 disclosure.

The amount chargeable to the Police Fund for providing pensions to police officers and police staff is the amount payable for the financial year in accordance with the statutory requirements governing the pension schemes or funds in which the Police and Crime Commissioner and Group participates. Where this amount does not match the amount charged to the Comprehensive Income and Expenditure Statement for the year, any difference is taken to the Pension Reserve on the Balance Sheet via the Movement in Reserves Statement.

5 **National Police Air Service (NPAS)**

During 2012/13 West Yorkshire became the lead local policing body and force for the National Police Air Service (NPAS).

The primary objective of the NPAS project is to deliver a national service that provides the police service with capability from the air that maximises the benefits of air support to the delivery of frontline services, is achieved at lower cost than the current service (which is managed at a local level), is an integrated part of the wider policing strategy and harnesses innovation in the aviation sector for the benefits of policing.

It was originally intended that NPAS be hosted by the National Policing Improvement Agency (NPIA), but with the demise of the NPIA it was necessary to identify an alternative body to act as national lead.

Following due consideration of the benefits and risks involved, the former West Yorkshire Police Authority agreed the Chief Constable's proposal for West Yorkshire Police and the former West Yorkshire Police Authority (and subsequently the Police and Crime Commissioner for West Yorkshire) to host the service under a lead force arrangement.

The service was rolled out across the country on a phased basis commencing in October 2012, with further forces joining during 2013/14.

Transactions relating to NPAS are included with the Group accounts. A memorandum statement of accounts is also provided for NPAS.

6 Lead Force Arrangements for the region

The Group engages in collaborative working in partnership with the Yorkshire and Humber Policing Bodies to deliver a number of specific services on a regional basis. The activities are undertaken under the joint control of the regional PCC's.

Up until the 31st August 2013, the administration of activities was via a central Regional Programme Team with the financial administration of regional budgets being led by West Yorkshire's PCC.

Regional collaboration is funded from contributions made by the four Police and Crime Commissioners with the level of contribution being dependant upon the assessment of the benefit to be derived from each specific project or initiative.

In respect of this jointly controlled operation, for five months of the year, the single entity financial statements reflect the transactions that are relevant to each member of the group.

With effect from 1st September 2014 the core Regional Team was disbanded, and 'Lead Force Arrangements' put in place. This effectively nominates one Force to provide particular services to the Region, charging the other Forces for the services provided. Accounting treatment therefore for the latter part of the year, West Yorkshire was responsible for Scientific Support Services and Regional and Organised Crime.

7 Borrowing

Due to the economic climate the Police and Crime Commissioner did not undertake any borrowing to fund the capital programme during 2013/14. Capital expenditure incurred was financed as follows:

	2013/14 £000
Opening Capital Financing Requirement	114,980
Capital investment:	
Capital Expenditure West Yorkshire	122,257
Capital Expenditure NPAS	24,256
Sources of finance:	
Capital Receipts	0
Government grants and other contributions	(6,972)
Government grants and other contributions NPAS	(13,286)
Donated Assets NPAS	(10,822)
Contribution from revenue West Yorkshire	(10,066)
Contribution from revenue NPAS	(148)
Minimum revenue provision	(4,671)
Closing Capital Financing Requirement	215,528
Explanation of movements in year	100,548
Increase in underlying need to borrowing (supported)	0
Provision for Debt Repayment (MRP)	(4,671)
Assets acquired under PFI contract	105,219
Increase in underlying need to borrowing (unsupported)	0
Increase/(decrease) in Capital Financing Requirement	100,548

Transactions relating to NPAS are included here, but the overall impact on the capital financing requirement is nil.

8 Capital

In 2013/14, the Police and Crime Commissioner spent £146.513m on capital projects compared with £35.541 in 2012/13. The main reason for this is due to the completion of the PFI projects, accounting for a £105.219m investment. An analysis is given below:

	2013/14 £'000	2012/13 RESTATED £'000
Expenditure In Year		
Acquisitions of land and buildings PFI	68,926	0
Assets under construction PFI	36,293	0
Building works	4,636	5,296
IT, Vehicles and other expenditure	12,402	7,782
	122,257	13,078
NPAS Airframes and other assets	24,256	22,463
	146,513	35,541

Capital expenditure is financed by Home Office capital grant, loans, usable capital receipts and contributions from the revenue account. An analysis of financing, and of the Police and Crime Commissioner's long term borrowing, is given in the notes to the core Financial Statements.

At 31 March 2014, the Police and Crime Commissioner's current borrowing facilities and capital borrowing are as follows:-

Authorised Limit for external debt	£ 167.0m
Operational Boundary for external debt	£ 124.0m
Maximum External debt 2013/14	£ 118.9m
Actual Borrowing outstanding	£ 103.1m

9 Private Finance Initiative PFI

In May 2012 the former Police Authority entered into a Private Finance Initiative (PFI) scheme to provide three new police facilities in three different locations within West Yorkshire. Payments to the contractor, the unitary charge, began with the first building becoming operational, and the commencement of the service provision, in November 2013. The second building followed in February 2014, and the final building will become operational in early 2014/15.

The contractor will operate and service the buildings for 25 years from the opening of the building, after which ownership will revert to the Police and Crime Commissioner at nil cost.

The unitary charge will be met from revenue and PFI credits (i.e. grants) awarded by the Home Office.

Financial transactions in the year have been as follows:

	2013/14 £000	2012/13 £000
Financial transactions in the year have been as follows:-		
PFI grant receipts (in advance)	(4,623)	0
PFI grant applied	1,553	0
Balance contributed to PFI reserve	(3,070)	0
Unitary charge	1,540	0
Penalties imposed/Compensation	13	0
Total Payment	1,553	0

The property used in the PFI contract is recognised as an asset in the Balance Sheet together with a related liability. The unitary charge is split into a service element and a construction element, the service element is charges to revenue as it is incurred and the construction element is accounted for as if it were a finance lease.

The Payment has been split as follows:

	2013/14 £000	2013/14 £000
The unitary payment has been split as follows:-		
Fair value of services	1,448	0
Lifecycle replacement	0	0
Contingent rent	0	0
Finance lease interest charges	0	0
Lease redemption	105	0
Unitary Payment	1,553	0

10 Provisions, Contingencies and Write Offs.

Provision details are provided at Note 19.

A number of contingent liabilities have been recognised, as set out in Note 37.

There have been no material write-offs during the year.

11 Material Events after the reporting date.

The Financial Statements were authorised for issue by the Chief Finance Officer on 29th September 2014. All events relevant to the financial year ended 31 March 2014 have been taken into consideration up to this date and where material recognised in the Statement of Accounts. There can be no reasonable expectation that events after this date could have been taken into account by the PCC.

12 Further Information

Further information about the accounts is available from:

Sophie Abbott
Chief Finance Officer,
Ploughland House,
62 George Street,
Wakefield.
Telephone 01924 294000.
E-mail sophie.abbott@westyorkshire.pcc.gov.uk

SINGLE ENTITY STATEMENTS FOR THE POLICE AND CRIME COMMISSIONER FOR WEST YORKSHIRE

The notes to the single entity statements are disclosed within the Group Statements

The accounting policies for the single entity statements are as detailed for the Group consolidated statements

Movement in Reserves Statement for the Police and Crime Commissioner for West Yorkshire (Single Entity)

	Police Fund Balance	Earmarked Reserves	Capital Grants Unapplied	Total Usable Reserves	Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pension Reserve	Accumulated Absences Adjustment Account	Total Unusable Reserves	Total Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
RESTATED												
Balance at 1 April 2012	30,665	10,956	1,174	42,795	43,130	(448)	(285)	(1,109)	(2,581)	(65)	38,642	81,437
Movement in Reserves during 2012/13												
Surplus or (deficit) on the provision of services	28,504	0	0	28,504	0	0	0	0	0	0	0	28,504
Other Comprehensive Income and Expenditure	0	0	0	0	(960)	0	0	0	199	0	(761)	(761)
Total Comprehensive Income and Expenditure	28,504	0	0	28,504	(960)	0	0	0	199	0	(761)	27,743
Adjustments between accounting basis & funding basis under regulations	(12,646)	0	76	(12,570)	(2,362)	14,011	(11)	1,144	(252)	40	12,570	(0)
Net Increase/Decrease before Transfers to Earmarked Reserves	15,858	0	76	15,934	(3,322)	14,011	(11)	1,144	(53)	40	11,809	27,743
Transfers (to)/from Earmarked Reserves (Note 8)	(5,590)	5,590	0	0	0	0	0	0	0	0	0	0
Increase/Decrease in 2012/13	10,268	5,590	76	15,934	(3,322)	14,011	(11)	1,144	(53)	40	11,809	27,743
Balance at 31 March 2013 C/fwd	40,933	16,546	1,250	58,729	39,808	13,563	(296)	35	(2,634)	(25)	50,451	109,180

Movement in Reserves Statement for the Police and Crime Commissioner for West Yorkshire (Single Entity)

	Police Fund Balance	Earmarked Reserves	Deferred Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pension Reserve	Accumulated Absences Adjustment Account	Total Unusable Reserves	Total Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
RESTATED													
Balance at 1 April 2013	40,933	16,546	0	1,250	58,729	39,808	13,563	(296)	35	(2,634)	(25)	50,451	109,180
Movement in Reserves during 2013/14													
Surplus or (deficit) on the provision of services	11,123	0	0	0	11,123	0	0	0	0	0	0	0	11,123
Other Comprehensive Income and Expenditure	0	0	0	0	0	6,195	0	0	0	358	0	6,553	6,553
Total Comprehensive Income and Expenditure	11,123	0	0	0	11,123	6,195	0	0	0	358	0	6,553	17,676
Adjustments between accounting basis & funding basis under regulations (note 7)	13,148	0	4,100	108	17,356	(931)	(17,616)	(11)	1,280	(77)	(1)	(17,356)	0
Net Increase/Decrease before Transfers to Earmarked Reserves	24,271	0	4,100	108	28,479	5,264	(17,616)	(11)	1,280	281	(1)	(10,803)	17,676
Transfers (to)/from Earmarked Reserves (Note 8)	(44,741)	44,741	0	0	0	0	0	0	0	0	0	0	0
Increase/Decrease in 2013/14	(20,470)	44,741	4,100	108	28,479	5,264	(17,616)	(11)	1,280	281	(1)	(10,803)	17,676
Balance at 31 March 2014 C/fwd	20,463	61,287	4,100	1,358	87,208	45,072	(4,053)	(307)	1,315	(2,354)	(26)	39,647	126,855

Comprehensive Income and Expenditure Statement for the Police and Crime Commissioner for West Yorkshire (Single Entity)

2012/13					2013/14			
RESTATED					Police & Crime Commissioner		CC	
Gross Expenditure £000	Gross Income £000	Net Expenditure £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000	Net Expenditure £000
75	(26,094)	(26,019)	177,555		3,738	(20,482)	(16,744)	221,619
15	(601)	(586)	36,433	586	(1,772)	(1,186)	34,727	
16	(5,290)	(5,274)	40,429	626	(6,933)	(6,307)	37,110	
8	(3,149)	(3,141)	22,453	422	(5,344)	(4,922)	25,008	
11	(4,722)	(4,711)	27,907	541	(6,275)	(5,734)	32,081	
5	(666)	(661)	20,215	418	(1,855)	(1,437)	24,751	
45	(5,561)	(5,516)	123,544	1,980	(12,603)	(10,623)	117,344	
6	(334)	(328)	17,761	389	(9,911)	(9,522)	22,992	
270	(30,402)	(30,132)	31,985	582	(43,085)	(42,503)	54,852	
1,467	(93)	1,374	0	1,399	(68)	1,331	0	
0	0	0	3,611	0	0	0	4,004	
5	0	5	355	0	0	0	76	
1,923	(76,912)	(74,989)	502,248	10,681	(108,328)	(97,647)	574,564	
0	(5,776)	(5,776)	4,881	0	(15,856)	(15,856)	18,761	
1,923	(82,688)	(80,765)	507,129	10,681	(124,184)	(113,503)	593,325	
507,129	0	507,129	0	593,325	0	593,325	0	
0	0	0	(507,129)	0	0	0	(593,325)	
509,052	(82,688)	426,364	0	604,006	(124,184)	479,822	0	
	54,660	0				54,163	0	
	3,571	183,239				3,472	184,676	
	(493,966)	0				(497,516)	0	
	(9,371)	183,239				39,941	184,676	
	960	0				(6,195)	0	
	0	0				0	0	
	(199)	361,571				(358)	(275,589)	
	761	361,571				(6,553)	(275,589)	
	(8,610)	544,810				33,388	(90,913)	

Balance Sheet for the Police and Crime Commissioner for West Yorkshire (Single Entity)

31 March 2013 RESTATED £000		Notes	31 March 2014 £000
160,516	Property, Plant & Equipment	12	252,476
1,822	Intangible Assets	13	1,233
6,162	Long Term Investments	14	5,000
9,371	Long Term Debtor	16	12,227
177,871	Long Term Assets		270,936
38,756	Short Term Investments	14	75,656
6,016	Assets Held for Sale	12	2,842
1,937	Inventories	15	2,532
(504)	Donated Inventories	15	(504)
44,060	Short Term Debtors	16	55,193
1,022	Cash and Cash Equivalents	17	508
91,287	Current Assets		136,227
(6,079)	Cash and Cash Equivalents	17	(155)
(8,380)	Short Term Borrowing	14	(15,556)
(35,334)	Short Term Creditors	18	(51,620)
0	Short Term PFI Finance Lease Liability	35	(4,297)
(2,793)	Provisions	19	(3,702)
(52,586)	Current Liabilities		(75,330)
(9,371)	Long Term Creditors	18	(12,227)
(2,500)	Long Term Provisions	19	(2,000)
(92,887)	Long Term Borrowing	14	(87,580)
0	Long Term PFI Finance Lease Liability	35	(100,817)
(2,634)	Other Long Term Liabilities	14	(2,354)
(107,392)	Long Term Liabilities		(204,978)
109,180	Net Assets		126,855
58,729	Usable Reserves	20	87,208
50,451	Unusable Reserves	21	39,647
109,180	Total Reserves		126,855

Cash Flow Statement for the Police and Crime Commissioner Group

2012/13 Restated £000		2013/14 £000
173,868	Net (surplus) or deficit on the provision of services	224,617
(195,882)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	(274,106)
(1,184)	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities.	746
(23,198)	Net Cash flows from Operating Activities (Note 22)	(48,743)
3,608	Investing Activities (Note 23)	146,150
28,428	Financing Activities (Note 24)	(102,818)
8,838	Net Increase or decrease in cash and cash equivalents	(5,411)
(3,781)	Cash and cash equivalents at the beginning of the reporting period	5,057
5,057	Cash and cash equivalents at the end of the reporting period (Note 17)	(354)

THE GROUP CONSOLIDATED FINANCIAL STATEMENTS

Movement in Reserves Statement for the Police and Crime Commissioner Group

	Police Fund Balance	Earmarked Reserves	Capital Grants Unapplied	Total Usable Reserves	Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pension Reserve	Accumulated Absences Adjustment Account	Total Unusable Reserves	Total Group Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
RESTATED												
Balance at 1 April 2012	30,665	10,956	1,174	42,795	43,130	(448)	(285)	(1,109)	(3,664,826)	(30,471)	(3,654,009)	(3,611,214)
Movement in Reserves during 2012/13												
Surplus or (deficit) on the provision of services	(173,868)	0	0	(173,868)	0	0	0	0	0	0	0	(173,868)
Other Comprehensive Income and Expenditure	0	0	0	0	(960)	0	0	0	(361,372)	0	(362,332)	(362,332)
Total Comprehensive Income and Expenditure	(173,868)	0	0	(173,868)	(960)	0	0	0	(361,372)	0	(362,332)	(536,200)
Adjustments between accounting basis & funding basis under regulations (note 7)	189,726	0	76	189,802	(2,362)	14,011	(11)	1,144	(220,665)	18,081	(189,802)	(0)
Net Increase/Decrease before Transfers to Earmarked Reserves	15,858	0	76	15,934	(3,322)	14,011	(11)	1,144	(582,037)	18,081	(552,134)	(536,200)
Transfers (to)/from Earmarked Reserves (Note 8)	(5,590)	5,590	0	0	0	0	0	0	0	0	0	0
Increase/Decrease in 2012/13	10,268	5,590	76	15,934	(3,322)	14,011	(11)	1,144	(582,037)	18,081	(552,134)	(536,200)
Balance at 31 March 2013 C/fwd	40,933	16,546	1,250	58,729	39,808	13,563	(296)	35	(4,246,863)	(12,390)	(4,206,143)	(4,147,414)

Movement in Reserves Statement for the Police and Crime Commissioner Group

	Police Fund Balance	Earmarked Reserves	Deferred Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pension Reserve	Accumulated Absences Adjustment Account	Total Unusable Reserves	Total Group Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Balance at 1 April 2013	40,933	16,546	0	1,250	58,729	39,808	13,563	(296)	35	(4,246,863)	(12,390)	(4,206,143)	(4,147,414)
Movement in Reserves during 2013/14													
Surplus or (deficit) on the provision of services	(224,617)	0	0	0	(224,617)	0	0	0	0	0	0	0	(224,617)
Other Comprehensive Income and Expenditure	0	0	0	0	0	6,195	0	0	0	275,947	0	282,142	282,142
Total Comprehensive Income and Expenditure	(224,617)	0	0	0	(224,617)	6,195	0	0	0	275,947	0	282,142	57,525
Adjustments between accounting basis & funding basis under regulations (note 7)	248,888	0	4,100	108	253,096	(931)	(17,616)	(11)	1,280	(235,241)	(577)	(253,096)	0
Net Increase/Decrease before Transfers to Earmarked Reserves	24,271	0	4,100	108	28,479	5,264	(17,616)	(11)	1,280	40,706	(577)	29,046	57,525
Transfers (to)/from Earmarked Reserves (Note 8)	(44,741)	44,741	0	0	0	0	0	0	0	0	0	0	0
Increase/Decrease in 2013/14	(20,470)	44,741	4,100	108	28,479	5,264	(17,616)	(11)	1,280	40,706	(577)	29,046	57,525
Balance at 31 March 2014 C/fwd	20,463	61,287	4,100	1,358	87,208	45,072	(4,053)	(307)	1,315	(4,206,157)	(12,967)	(4,177,097)	(4,089,889)

This statement shows the movement in the year to 31st March 2014 on the different reserves held by the Group, analysed into usable reserves and unusable reserves.

Group Comprehensive Income and Expenditure Statement for the Police and Crime Commissioner Group

2012/13 RESTATED				2013/14		
Gross Expenditure £000	Gross Income £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000
177,630	(26,094)	151,536	Local Policing	225,357	(20,482)	204,875
36,447	(601)	35,846	Dealing with the Public	35,313	(1,772)	33,541
40,444	(5,290)	35,154	Criminal Justice Arrangements	37,736	(6,933)	30,803
22,462	(3,149)	19,313	Roads Policing	25,430	(5,344)	20,086
27,918	(4,722)	23,196	Specialist Operations	32,622	(6,275)	26,347
20,222	(666)	19,556	Intelligence	25,169	(1,855)	23,314
123,588	(5,561)	118,027	Specialist Investigations	119,324	(12,603)	106,721
17,768	(334)	17,434	Investigative Support	23,381	(9,911)	13,470
32,254	(30,402)	1,852	National Policing	55,434	(43,085)	12,349
1,467	(93)	1,374	Corporate and Democratic core	1,399	(68)	1,331
3,611	0	3,611	Non Distributed Costs (Note 36)	4,004	0	4,004
360	0	360	Pension Costs Past Service Costs	76	0	76
504,171	(76,912)	427,259	Net cost of policing services from Continuing Operations	585,245	(108,328)	476,917
4,881	(5,776)	(895)	Acquired Operation - National Police Air Service (NPAS)	18,761	(15,856)	2,905
509,052	(82,688)	426,364	Net cost of policing services from Total Operations	604,006	(124,184)	479,822
		54,660	Other operating expenditure (Note 9)			54,163
		186,810	Financing and investment income and expenditure (Note 10)			188,148
		(493,966)	Taxation and non-specific grant income (Note 11)			(497,516)
		173,868	(Surplus) or Deficit on Provision of Services			224,617
		960	(Surplus) or deficit on revaluation of Property, Plant and Equipment assets			(6,195)
		0	(Surplus) or deficit on revaluation of available for sale financial assets			0
		361,372	Actuarial (gains)/losses on pension assets/liabilities			(275,947)
		362,332	Other Comprehensive Income and Expenditure			(282,142)
		536,200	Total Comprehensive Income and Expenditure			(57,525)

The above Comprehensive Income and Expenditure Statement shows the accounting cost in the year to 31 March 2014 of providing service for the Group.

Balance Sheet for the Police and Crime Commissioner Group

31 March 2013 RESTATED £000		Notes	31 March 2014 £000
160,516	Property, Plant & Equipment	12	252,476
1,822	Intangible Assets	13	1,233
6,162	Long Term Investments	14	5,000
9,371	Long Term Debtor	14	12,227
177,871	Long Term Assets		270,936
38,756	Short Term Investments	14	75,656
6,016	Assets Held for Sale	12	2,842
1,937	Inventories	15	2,532
(504)	Donated Inventories	15	(504)
44,060	Short Term Debtors	16	55,193
1,022	Cash and Cash Equivalents	17	508
91,287	Current Assets		136,227
(6,079)	Cash and Cash Equivalents	17	(155)
(8,380)	Short Term Borrowing	14	(15,556)
(47,699)	Short Term Creditors	18	(64,561)
0	Short Term PFI Finance Lease Liability	35	(4,297)
(2,793)	Provisions	19	(3,702)
(64,951)	Current Liabilities		(88,271)
(9,371)	Long Term Creditors	14	(12,227)
(2,500)	Long Term Provisions	19	(2,000)
(92,887)	Long Term Borrowing	14	(87,580)
0	Long Term PFI Finance Lease Liability	35	(100,817)
(4,246,863)	Other Long Term Liabilities	14	(4,206,157)
(4,351,621)	Long Term Liabilities		(4,408,781)
(4,147,414)	Net Assets		(4,089,889)
58,729	Usable Reserves	20	87,208
(4,206,143)	Unusable Reserves	21	(4,177,097)
(4,147,414)	Total Reserves		(4,089,889)

The Balance Sheet shows the value as at 31 March 2014 of the assets and liabilities recognised by the Police and Crime Commissioner Group.

Cash Flow Statement for the Police and Crime Commissioner Group

2012/13 Restated £000		2013/14 £000
173,868	Net (surplus) or deficit on the provision of services	224,617
(195,882)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	(274,106)
(1,184)	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities.	746
(23,198)	Net Cash flows from Operating Activities (Note 22)	(48,743)
3,608	Investing Activities (Note 23)	146,150
28,428	Financing Activities (Note 24)	(102,818)
8,838	Net Increase or decrease in cash and cash equivalents	(5,411)
(3,781)	Cash and cash equivalents at the beginning of the reporting period	5,057
5,057	Cash and cash equivalents at the end of the reporting period (Note 17)	(354)

The Cash Flow Statement shows the changes in cash and cash equivalents of the Police and Crime and Commissioner and Group during the reporting period.

As all bank and cash transactions are held and managed by the Police and Crime Commissioner there is no distinction between the Police and Crime Commissioner and Group movements.

NOTES TO THE ACCOUNTS

Where the Notes for the PCC single entity Accounts differ to that of the Groups, single entity detail will be included within the Group Note, otherwise the single entity Note is the same as the Group Note.

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1 **EXPLANATION OF ADJUSTMENTS FROM A PREVIOUS PERIOD**

The Statement of Accounts for 2013/14 had been prepared following the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

Collection Fund

The Collection Fund balance has been restated to reflect 2 Local Authorities who restated their 1st April 2013 Balance Sheets for Debtors and Creditors. This affects the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, Balance Sheet, Cash Flow Statement, and related notes, all of which have been marked as restated where relevant.

Post-Employment Benefits

The classification, recognition, measurement and disclosure requirements introduced by the 2011 amendments to IAS19, the accounting standard for Post-Employment Benefits, has resulted in a restatement to the 2012/13 financial statements. The 2013/14 Code has been amended to reflect these changes. There is no change in the value of the Pension Liability or Pension Reserve as a result of these amendments. Statements and Notes affected are: Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, Cash Flow Statement, and their related notes, all of which have been marked as restated where relevant.

Accumulated Absences

The leave accrual recognised within the 2012/13 financial statement was overstated and has been restated affecting the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, Balance Sheet, Cash Flow Statement and related notes.

Presentation of the Financial Statements

Following national guidance from CIPFA, the Audit Commission and discussions with our external auditors KPMG, the 2012/13 Financial Statements for the Chief Constable (CC) have been restated. This change means the CC's financial statements include the cost of operational policing and the IAS 19 Pension Liabilities. Without this policy change the Comprehensive Income and Expenditure Account and Balance Sheet of the CC would be blank. Details of this can be seen within the Chief Constable's Statement of Accounts. Whilst the Group Consolidated Financial Statements are unaffected by this restatement, the Police and Crime Commissioner must now present separate single entity financial statements as these now differ to the Group position for Accumulated Absences Account and Pension Liability and Reserve. Details of the PCC's single entity statements can be found within pages 17 to 21.

Officers Remuneration Bandings

The bandings table included within Note 28 has been amended to exclude officers below the rank of Chief Superintendent as required by the CIPFA Code of Practice on Local Authority Accounting.

2 ACCOUNTING POLICIES

2.1 General

The Police and Crime Commissioner for West Yorkshire (PCC) is required to prepare an annual Statement of Accounts by the Accounts and Audit (England) Regulations 2011 and those Regulations require that they are to be prepared in accordance with proper accounting practices.

These financial statements have been prepared in accordance with the Code of Practice 2013/14 (the Code) on Local Authority Accounting in the United Kingdom issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Accounts and Audit Regulations 2011 and the Service Reporting Code of Practice for Local Authorities 2013/14 (SeRCOP). The accounting policies contained in the Code apply International Financial Reporting Standards (IFRS) as adapted for the public sector by the International Public Sector Accounting Standards (IPSAS).

Where the code permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Group for the purposes of giving a true and fair view has been selected.

2.2 Convention

These financial statements have been prepared on a going concern basis, under the historical cost convention modified to account for the revaluation of certain categories of non-current assets and financial instruments.

2.3 Transfer of Functions from West Yorkshire Police Authority

Following Royal Assent of the Police Reform and Social Responsibility Act 2011 the West Yorkshire Police Authority (WYPA) was replaced on 22 November 2012 with two corporations sole: the Police and Crime Commissioner for West Yorkshire and the Chief Constable of West Yorkshire Police.

This involved a transfer of functions, but the essentials of the service delivery have been maintained.

Both bodies are required to prepare a separate Statement of Accounts. Within this report there are three sets of financial statements, representing the accounts of:

- The Police and Crime Commissioner for West Yorkshire (the parent);
- The Chief Constable of West Yorkshire (the subsidiary); and,
- The West Yorkshire Police Group.

The financial statements cover the 12 months to the 31 March 2014. The term 'Group' is used to indicate the aggregated transactions and policies of the PCC and the CC.

The identification of PCC as the holding organisation and the requirement to produce group accounts stems from the powers and responsibilities given to him under the Police Reform and Social Responsibility Act 2011.

The Chief Constable was designated as a Local Authority under statute on 1 April 2014. The 2012/13 figures have been restated to reflect this position in order that year on year comparisons can be made.

The principal accounting policies adopted are set out below, and apply to both organisations.

2.4 **Accounting Principles**

Balance Sheet

On 22 November 2012, the assets, liabilities and reserves of WYPA were transferred directly to PCC and statutory and local arrangements and practice determine that the PCC continues to hold and maintain direct control of all the assets, liabilities and reserves at the balance sheet date.

Special arrangements exist in relation to the employee related liabilities (pension and accumulated absences) which are under the direction and control of the Chief Constable, which, in line with CIPFA guidance, are shown in the Chief Constable's balance sheet.

Based on the statutory powers and responsibilities as designated by the Act, and the local agreements and practice in place, and taking account of the guidance included in the Code, it has been determined that all the assets, liabilities and reserves are recognised on the PCC Balance Sheet other than liabilities relating to staff within the employment of the Chief Constable. These are recognised in the Chief Constable's balance sheet, although ultimate responsibility for the liability remains with the PCC Group.

All payments for the Group are made by PCC from the PCC Police Fund and all income and funding is received by PCC. PCC has the responsibility for managing the financial relationships with third parties and has legal responsibilities for discharging the contractual terms and conditions of suppliers. The PCC also has a statutory responsibility for Treasury Management, and the management of cash and cash equivalents.

As a result, working capital balances are shown on the balance sheet of the PCC.

Comprehensive Income and Expenditure Statement (CIES)

Under the Act, the CC is responsible to the PCC for the day to day provision of the policing functions, including direction and control of police officers. To facilitate this, the PCC has delegated certain powers over authorisation of revenue expenditure within the agreed budget and direction and control over police staff to the CC's Assistant Chief Officer, Finance and Business Services.

Based on the statutory powers and responsibilities as designated by the Act, and the local agreements and practice in place, and taking account of the guidance included in the Code, it has been determined that expenditure related to the Cost of Police Services will be shown in the CC comprehensive income and expenditure statement, funded by an equal and opposite credit from the PCC. All income and funding and expenditure directly controlled by the PCC (which is largely that expenditure which occurs below Cost of Police Services in the Group CIES) will be shown in the PCC Single Entity CIES.

The Group CIES shows the consolidated income, funding and expenditure of the whole Group.

Intra-Group Charges

PCC makes charges to CC:

- for the use of Long Term Assets. These are based on running costs of the building used.
- for the current service cost of providing retirement benefits to employees

CC makes charges to PCC:

- for the cost of policing services

These charges are eliminated in the Group accounts.

2.5 New International Accounting Standards adopted for the first time in this financial period

The Code requires adoption of amendments to *IFRS 7 Financial Instruments: Disclosures* with effect from 1 April 2012. These amendments are designed to allow users of financial statements to improve their understanding of transfer transactions of financial assets (for example, securitisations), including understanding the possible effects of any risks that may remain with the entity that transferred the assets. The amendments also require additional disclosures if a disproportionate amount of transfer transactions are undertaken around the end of a reporting period. Further detail of PCC's Financial Instruments Policies can be found at 2.21 below.

2.6 Critical Accounting Judgements and Key Sources of Estimation Uncertainty

In the application of the accounting policies, management is required to make judgements, estimates and assumptions about complex transactions or those involving uncertainty about future events. These are set out in Note 4 to the Accounts.

2.7 Changes in Accounting Policy

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

2.8 Accruals of Income and Expenditure

Activity is accounted for in the year it takes place, not simply when cash payments are made or received. In particular:

- Fees, charges and rents due are accounted for as income at the date the goods or services are provided.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption they are carried as inventories on the Balance Sheet.
- Interest payable on borrowings and receivable on investments is accounted for as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- Precept: The accrued income for the year is shown in the Comprehensive Income and Expenditure Statement, and the difference between that and the demand on the Collection Funds (calculated in accordance with regulations) is taken to a Collection Fund Adjustment Account. The Balance Sheet also reflects the balance owed to/by PCC, since the cash paid in year is the share of cash collected from council tax payers. This does not affect the overall financial position.

2.9 Acquisitions and Discontinued Operations

PCC acts as the Lead Local Policing Body, responsible for the provision of the National Police Air Service. This has been undertaken under a collaboration agreement as opposed to forming a separate entity. As part of a phased approach PCC has acquired the airframes which belonged previously to the various UK Police Authorities, in return for

a long term capital rebate payment. Other Forces buy in their air services from West Yorkshire and are charged accordingly.

In the first year this was identified as an acquired operation.

The Group recognises on its Balance Sheet the assets that are in the PCC's ownership, and these are shown at the carrying value at the date of transfer. Income and Expenditure incurred in the running of the whole NPAS operation is shown in the PCC's Comprehensive Income and Expenditure Statement, the net impact being West Yorkshire's contribution to the running of the service. Any residual year end surplus or deficit is carried as a debtor or creditor on the balance sheet.

2.10 Exceptional Items and Prior Period Adjustments

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

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

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

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

2.11 Bad and Doubtful Debts

An assessment is made annually as to what level of debt is outstanding at the end of the financial year and a provision is made for those debts for which recovery is deemed doubtful.

2.12 Value Added Tax

VAT is included in the Comprehensive Income and Expenditure Statement, whether of a revenue or capital nature, only to the extent that it is irrecoverable from HM Revenue and Customs.

2.13 Provisions

Provisions are made where an event has taken place that gives rise to a legal or constructive obligation that probably requires settlement by a transfer of economic benefits, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged to the Comprehensive Income and Expenditure Statement when the Group becomes aware of the obligation, based on the best estimate of the likely settlement, taking into account relevant risks and uncertainties.

When payment is eventually made, it is charged directly against the corresponding provision in the Balance Sheet. Settlement amounts are shown separately for those which are expected to be settled within a year, and those over a year. If necessary the longer term settlements are discounted in order to present a true and fair view of value of the provision at today's prices. The discount factor used is aligned to the CIPFA Capital Accounting by Local Authorities definition of interest rates, which is updated annually.

Estimated settlements are reviewed at the end of each financial year to ensure that the provision reflects the position at that date. If the provision is higher than the estimated settlements, the excess is credited back to the revenue account.

Where some or all of the payment required to settle a provision is expected to be met by another party, (e.g. from an insurance claim) this is only recognised as income in the revenue account if it is virtually certain that reimbursement is received if the obligation is settled.

2.14 Carbon Reduction Commitment Scheme

The Group is required to participate in the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme. This scheme is currently in its introductory phase which lasted until March 2014. The Group is required to purchase and surrender allowances, currently retrospectively, on the basis of emissions i.e. carbon dioxide produced as energy is used. As carbon dioxide is emitted (i.e. as energy is used), a liability and an expense are recognised. The liability will be discharged by surrendering allowances. The liability is measured at the best estimate of the expenditure required to meet the obligation, normally at the current market price of the number of allowances required to meet the liability at the reporting date. The cost is recognised and reported in the cost of services, and is apportioned to services on the basis of energy consumption.

2.15 Reserves

Specific amounts are set aside as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts from the Police Fund in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred it is charged to revenue as part of the Cost of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the Movement in Reserves Statement, so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting processes for tangible fixed assets and retirement benefits and do not represent usable resources – these reserves are explained elsewhere in the relevant Accounting Policies and notes to the financial statements.

The Group has a Policy on Provisions and Reserves which was reviewed in May 2014 as part of the closedown process. The treatment of reserves and provisions within the accounts is in line with this policy.

2.16 Government Grants and Contributions

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

- The conditions attached to the payments is complied with; and,
- The grants or contributions is received.

Amounts recognised as due to PCC are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset in the form of the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable to grants and contributions) or Taxation and Non-specific Grant Income (non-ring fenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the Police Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Reserve. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

2.17 Employee Benefits

2.17.1 Benefits Payable during Employment

Short-term employee benefits are those due to be settled wholly within 12 months of the year-end. They include such benefits as salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (e.g. cars) for current employees and are recognised as an expense for services in the year in which employees render service to the PCC or CC.

An accrual is made for the cost of holiday entitlements (or any form of leave, e.g. time off in lieu) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

2.17.2 Termination Benefits

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

Where termination benefits involve the enhancement of pensions, statutory provisions require the Police Fund Balance to be charged with the amount payable by the Group to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards.

In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.

2.17.3 Post Employment Benefits

Employees of the group participate in three different pension schemes:

- The Local Government Pension Scheme (LGPS) for police staff employees. This is a funded, defined benefit scheme.
- Two Pension Schemes for police officers which are unfunded schemes. The 1987 Police Pension Scheme (PPS) was closed to new recruits from April 2006 when a new scheme was introduced with different contribution rates and benefits, the New Police Pension Scheme (NPPS).

The schemes provide defined benefits to members (retirement lump sums and pensions) earned as employees working for the group.

The requirements of International Accounting Standard (IAS) 19 'Employee Benefits' have been fully implemented in accordance with policies set out in the Code of Practice. The main aspects of these policies are:

- The attributable liabilities of each scheme are measured on an actuarial basis using the projected unit method, that is, an assessment of the future payments that is made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates etc., and projections of projected earnings for current employees;
- Scheme liabilities are discounted at the rate which reflects the time value of money and the characteristics of the liability;
- The attributable assets of the LGPS are measured at fair value. This is based on the following:
 1. Quoted securities – by current bid price;
 2. Unquoted securities – by professional estimate;
 3. unitised securities – by current bid price;
 4. property – at market value;
- As unfunded schemes, the police pension schemes have no assets.

The change in the net pension liability is analysed into seven components:

Service costs comprising:

- Current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
- Past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years, debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non-Distributed Costs.
- Net interest expense on the net defined benefit liability (asset) – the change during the period in the net defined liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. This is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period, taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.

Remeasurements comprising:

- Return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset), charges to the Pension Reserve as Other Comprehensive Income and expenditure.
- Actuarial gains/losses - on settlements and curtailments – the result of actions to relieve the Group of liabilities or events that reduce the expected future service or accrual of benefits of employees, debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non-Distributed Costs;
- Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions, charged to the Pensions Reserve as Other Comprehensive Income and expenditure.

Contributions paid to the LGPS – cash paid as employers contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the Police Fund Balance to be charged with the amount payable by the Group to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards.

In the Movement in Reserves Statement, this means that there are transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and

any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the Police Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

A separate statement of Police Pension Fund Accounts is prepared to reflect the transactions in respect of funding for the Police Pension Schemes.

2.17.4 Discretionary Benefits

The Group has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

2.18 Overheads and Support Services

The costs of overheads and support services are charged to those that benefit from the supply of service in accordance with the costing principles of the Service Reporting Code of Practice for Local Authorities 2013/14 (SeRCOP). The total absorption costing principle is used. The full cost of overheads and support services are shared between users in proportion to the benefits received, with the exception of:

- Corporate and Democratic Core – the costs of the Office of the Police and Crime Commissioner.
- Non Distributed Costs – the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale.

These two categories are accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of Net Expenditure on Continuing Services.

The accounts include support services recharged by Wakefield and Bradford Metropolitan District Councils and Mouchel on the basis of estimated time spent by officers on the various functions.

2.19 Intangible Fixed Assets

Intangible Assets are identifiable non-monetary assets without physical substance. They must be controlled by the Group as a result of past events (e.g. software licences), and future economic or service benefits must be expected to flow from the intangible asset to the Group.

Expenditure on intangible assets is capitalised when it brings benefits to the Group for more than one financial year.

Internally generated assets are only recognised once it can be demonstrated that:

- The technical feasibility of completing the asset so it is available for sale;
- An intention to complete the asset;
- The ability to use or sell the asset;
- How the asset generates probable future economic benefit or service potential;
- The availability of adequate resources to complete the asset; and
- Its ability to measure reliably the expenditure attributable to the intangible asset during its development.

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held can be determined by reference to an active market. In practice, no intangible asset held by the Group meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service line(s)

in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

Where expenditure on intangible assets qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and disposal gains and losses are not permitted to have an impact on the Police Fund Balance. The gains and losses are therefore reversed out of the Police Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

2.20 Interests in Companies and Other Entities

2.20.1. Parent and Subsidiary

The PCC has material interests in another corporation sole (West Yorkshire Police) that has the nature of a subsidiary controlled entity which requires the preparation of group accounts.

In the PCC single-entity accounts, the interest in the subsidiary is recorded as financial assets at cost, less any provision for losses.

2.20.2 Jointly controlled Operations – Regional Working

The Group engages in collaborative working in partnership with the Yorkshire and Humber Authorities / Forces to deliver a number of specific services on a regional basis. The activities are undertaken under the joint control of the regional PCC's.

Up until the 31st August 2013, the administration of activities was via the Regional Programme Team with the financial administration of regional budgets being led by PCC.

Regional collaboration is funded from contributions made by the four Police Commissioners with the level of contribution being dependant upon the assessment of the benefit to be derived from each specific project or initiative.

In respect of this jointly controlled operation, for five months of the year, the CC's single entity financial statements and Group financial statements reflect the transactions that are relevant to each member of the group.

- The CC single entity financial statements show Regional income and expenditure within the service expenditure analysis apportioned under the relevant headings;
- PCC includes the West Yorkshires share of the Region as contained within the CC single entity accounts, within the group accounts; and,
- Memorandum Regional Accounts are included within the CC's single entity accounts and the group accounts.

With effect from 1st September 2013 the core Regional Team was disbanded, and 'Lead Force Arrangements' put in place. This effectively nominates one Force to provide particular services to the Region, charging the other Forces for the services provided. Accounting treatment therefore for the latter part of the year involves:

- The CC single entity financial statements showing gross expenditure and associated income for provided services, within the service expenditure analysis apportioned under the relevant headings;
- PCC includes the Debtor and Creditor Balances in the Balance Sheet;
- The Group Accounts show the net overall position.

2.21 Principal and Agent

PCC acts as a distribution point for grant monies to other bodies. Where the PCC bears no significant risk in the transaction he is deemed to be acting as an agent. Where the PCC bears significant risk he is acting as a principal.

Within West Yorkshire the PCC distributes funds to a number of external organisations, acting as both principal and agent. On these occasions the principal portion is recognised in the financial statements as being the element of grant that the PCC has been awarded as part of the funding agreement.

Where the PCC acts as an agent, transactions are not reflected in the financial statements, other than debtor and creditor positions between the organisations in the agreement. This net cash position is included in Financing Activities in the Cash Flow Statement.

2.22 Property, Plant and Equipment

Tangible fixed assets are assets that have physical substance and are held for use in the provision of services, for rental to others or for administrative purposes that are expected to be used for more than one financial year.

2.22.1 Recognition

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item flows to the Group and the cost of the item can be measured reliably. It is subject to a de-minimis level of £10,000.

Expenditure that maintains but does not extend the previously assessed standards of performance, such as routine repairs and maintenance, is charged to revenue as it is incurred.

2.22.2 Measurement

Assets are initially measured at cost, comprising all expenditure that is directly attributable to bringing the asset into working condition for its intended use. Assets are then carried in the Balance Sheet at fair value. If there is no market-based evidence of fair value, it is estimated using a depreciated replacement cost approach.

Land and building assets are re-valued at a minimum every five years in accordance with the Practice statements in the Appraisal and Valuation Standards issued by the Royal Institution of Chartered Surveyors. Any material changes to asset valuations are adjusted in the interim period as they occur. Increases in valuation are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement to reverse any previous charges made for related impairment losses. Where a large asset, for example, a building, includes a number of components with significantly different asset lives, the components are treated as separate assets. In respect of materiality, the Group has determined a componentisation de-minimis level of £100,000 or 10% of the asset value, whichever is the lower.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

2.22.3 Impairment

The values of each category of assets and material individual assets are reviewed at the end of each financial year for evidence of reductions in value.

An impairment loss on a re-valued asset shall be recognised in the Revaluation Reserve (these entries are reflected in the Movement in Reserves Statement) to the extent that the

impairment does not exceed the amount in the Revaluation Reserve for the same asset (i.e. up to the historical cost of the asset) and thereafter in the Surplus or Deficit on the Provision of Services.

Where an impairment loss is charged to the Comprehensive Income and Expenditure Statement but there were accumulated revaluation gains in the Revaluation Reserve for that asset, an amount up to the value of the loss is transferred from the Revaluation Reserve to the Capital Adjustment Account.

2.22.4 Disposals

When an asset is disposed of or decommissioned, the value of the asset in the Balance Sheet is written off to the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals are credited to the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts in excess of £10,000 are classed as capital receipts and are credited to the Capital Receipts Reserve via an appropriation from the Movement in Reserves Statement. The Capital Receipts Reserve can only be used for new capital investment or set aside to reduce the underlying need to borrow (the capital financing requirement).

The amount written off disposals is not a charge against council tax, as the cost of fixed assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the Movement in Reserves Statement.

2.22.5 Depreciation

Depreciation is provided on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amount over their useful lives. An exception is made for assets without a determinable finite useful life (i.e. freehold land) and assets that are not yet available for use i.e. assets under construction.

Depreciation is calculated on the following bases:

- Buildings (excluding land) – straight line allocation over the life of the property as estimated by the valuer. Where a large asset, for example, a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives;
- Vehicles – straight line method over 4 years;
- IT (including intangible fixed assets) and other equipment – straight line method over 5 years.
- Helicopter (NPAS Transferred) – straight line allocation over 15 years.

Buildings are brought onto the asset register in the year they become operational. Construction costs are included in the asset register as “assets under construction” until the property is completed, when a transfer is made into “land and buildings”. Assets taken into use during the year are re-valued upon transfer to the asset register. A full year’s depreciation is charged in the year of acquisition or completion.

For the helicopter, vehicles and IT and other equipment, a full year’s depreciation is charged in the year of acquisition.

Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

2.22.6 Disposals and Non-Current Assets Held for Sale

When it becomes probable that the carrying amount of an asset is recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is re-valued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously recognised losses in the Surplus or Deficit on Provision of Services.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale (adjusted for depreciation and revaluations), and their recoverable amount at the date of the decision not to sell.

2.22.7 Donated Assets

A number of airframes were received by PCC as part of the creation of the National Police Air Services led by West Yorkshire, and these are treated as donated assets.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the relevant service line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. Until conditions are satisfied, the gain is held in the Donated Assets Account.

Where gains are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the Police Fund Balance to the Capital Adjustment Account in the Movement in Reserves Statement.

2.22.8 Heritage Assets

The Group holds a small number heritage assets that are on loan to a museum. These assets are not disclosed in the financial statements as they are of a low value.

2.22.9 Private Finance Initiatives (PFI) and Similar Contracts

PFI and similar contracts are agreements to receive the services, where the responsibility for making available the property, plant and equipment needed to provide the services passes to the PFI contractor. PCC is deemed to control the services that are provided under PFI schemes, and ownership of the property, plant and equipment will pass to the PCC at the end of the contract for no additional charge. The PCC carries the assets used under the contracts on its Balance Sheet as part of Property, Plant and Equipment.

The former Police Authority approved a contract with a PFI provider (Interserve) in May 2012, the assets coming into use during 2013/14. The PCC receives a profiled capital grant in the form of Home Office PFI credits, the profile of which does not match the PFI scheme liabilities. The difference is invested in a sinking fund to smooth the payments over the life of the scheme.

The original recognition of these assets at fair value (based on the cost to purchase the property, plant and equipment), was balanced by the recognition of a liability for amounts due to the scheme operator to pay for the capital investment.

Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as property, plant and equipment owned by the PCC.

The amounts payable to the PFI operators each year are analysed into five elements:

- Fair Value of the services received during the year: This is debited to the relevant service in the Comprehensive Income and Expenditure Statement

- Finance Cost: an interest charge of 7.2% on the outstanding Balance Sheet liability, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- Contingent Rent: increases in the amount to be paid for the property arising during the contract, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- Payment towards liability: applied to write down the Balance Sheet liability towards the PFI operator (the profile of write downs is calculated using the same principles as for a finance lease).
- Lifecycle replacement costs: The proportion of the amounts payable is posted to the Balance Sheet as a prepayment and then recognised as additions to Property, plant and Equipment when the relevant works are eventually carried out.

2.22.10 Capital Receipts

Capital Receipts are principally the proceeds arising from the sale of fixed assets. Insurance income from vehicle write-offs valued in excess of £10,000 per vehicle is also treated as Capital Receipts. Receipts less than £10,000 per item are treated as de-minimis and included in the Comprehensive Income and Expenditure Statement.

2.22.11 Charges to Income and Expenditure for the Use of Fixed Assets

The Comprehensive Income and Expenditure Statement is charged with amounts to record the real cost of holding tangible fixed assets during the year. These include:

- Depreciation
- Impairment losses attributable to the clear consumption of economic benefit
- Impairment losses attributable to a reduction in value in excess of previous revaluation gains
- Amortisation of intangible fixed assets.

In order to ensure that there is no impact on council tax payers as a result of these charges, they are replaced by a minimum revenue provision towards a reduction in the overall borrowing requirement (calculated on a prudent basis determined in accordance with statutory guidance). The adjusting entries are made in the Group Movement in Reserves Statement, by way of an adjusting transaction with the Capital Adjustment Account for the difference between the two.

2.23 Leases

Leases are classified as finance leases when substantially all the risks and rewards of ownership are transferred to the lessee. All other leases are classified as operating leases.

Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification. Leased land is treated as an operating lease. Leased buildings are assessed as to whether they are operating or finance leases.

Arrangements that do not have the legal status of a lease but convey the right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets. This would include Private Finance Initiative (PFI) contracts.

The Group as Lessee

Finance leases

Assets held under finance leases are recognised on the Balance Sheet at the commencement of the lease at fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs are added to the carrying amount of the asset. Premiums paid are applied to write down the lease

liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- a charge for the acquisition of the interest in the asset – applied to write down the lease liability; and,
- a finance charge debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Assets recognised under finance leases are accounted for using policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life where ownership of the asset does not transfer to the PCC at the end of the lease period.

The PCC is not required to raise council tax to cover depreciation, or revaluation and impairment losses arising on leased assets. Instead a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory guidance. Depreciation and revaluation and impairment losses are therefore replaced by the revenue contribution in the Police Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

Operating leases

Rentals payable under operating leases are charged to the Comprehensive Income and Expenditure statement as an expense to the service benefitting from their use. Charges are made on a straight-line basis over the term of the relevant lease, even where this does not match the pattern of payments.

Benefits receivable as an incentive to enter into an operating lease are included within deferred income and recognised in the Comprehensive Income and Expenditure Statement on a straight-line basis over the lease term.

The Group as Lessor

The Group does not have any assets acquired under finance leases or operating leases that have been subsequently sub-let to third parties.

The Group has not granted a finance lease over any of its assets.

2.24 Events after the reporting period

Events after the balance sheet date are those events, favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period. The Statement of Accounts is adjusted to reflect those events.
- Those that are indicative of conditions that arose after the reporting period. The Statement of Accounts is not updated to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature and estimated financial effect.

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

2.25 Exceptional items and prior period adjustments

When items of income and expense are material, their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement

or in the notes to the accounts, depending on how significant the items are to an understanding of the Group's financial performance.

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

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

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

2.26 Creditors

Creditors are recognised and measured at the fair value of the consideration payable when the ordered goods or services have been received.

In most cases, the consideration payable is in the form of cash or cash equivalents and the amount of the expense is the amount payable. However if payment is on deferred terms, the consideration payable is recognised initially at the cash price equivalent. The difference between this amount and the total payment is recognised as interest expense in Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. Short duration payables with no interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

There is no difference between the delivery and payment dates for non-contractual, non-exchange transactions and therefore these transactions are always measured at the full amount payable.

Where consideration is received in respect of revenue, but the revenue does not meet the criteria for recognition of revenue, the Group recognises a creditor in respect of the receipt in advance.

2.27 Financial Instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another. The term financial instrument covers both financial assets and financial liabilities which can be straightforward financial instruments (e.g. trade payables and receivables) or more complex.

2.27.1 Financial Liabilities

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

For most of the borrowings that the PCC has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Gains and losses on the repurchase or early settlement of borrowing are credited and debited to Financing and Investment Income line of the in the Comprehensive Income and Expenditure Statement in the year of repurchase/settlement. However, when repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact to the Police Fund Balance to be spread over future years. Where a rescheduling exercise attracts premiums/discounts which are matched as part of a package, in order to be prudent, both premiums and discounts are written off to the Comprehensive Income and Expenditure Statement over the same period.

Where a rescheduling package attracts only premiums or only discounts, then they are written off over the longest period allowed, subject to a consideration of long term affordability, sustainability and prudence in each case.

The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement against the net charge required against the Police Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

2.27.2 Financial Assets

Financial assets are classified into two types:

Loans and Receivables - These are assets that have fixed or determinable payments but are not quoted in an active market.

Available for Sale Assets – These are assets that have a quoted market price and/ or do not have fixed or determinable payments.

Loans and receivables are recognised in the Balance Sheet when the PCC becomes a party to the contractual provisions of a financial instrument and are measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income line of the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. This means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

Where assets are identified as impaired because of a likelihood arising from past events that payments due under the contract are not made, the asset is written down and a charge made to the Financing and Investment income line of the Comprehensive Income and Expenditure Statement. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

Any gains and losses that arise on the de-recognition of the asset are credited/debited to the Financing and Investment income line of the Comprehensive Income and Expenditure Statement.

Icelandic Banks

The PCC Chief Finance Officer is authorised to agree a forward fix of exchange rates with the PCC's Bankers for the receipt of foreign currencies.

This authorisation only extends to the purposes of receiving distributions in foreign currencies from the Winding-Up Boards of Icelandic Banks and only in circumstances

where the PCC Chief Finance Officer in her professional judgement determines that it is financially beneficial for the PCC to agree forward rates.

Available for sale assets

The PCC does not hold any available for sale assets.

2.27.3 Cash and Cash Equivalents

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

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

2.27.4 Foreign Currency Translation

The PCC has entered into transactions denominated in a foreign Currency, some of which are underpinned by a Euro bank account. Foreign currency transactions are converted into Sterling at the exchange rate applicable on the date the transaction was effective. Where amounts in foreign currency are outstanding at the year end they are re-converted at the spot exchange rate at 31 March. Resulting gains or losses are recognised in the Financing and Investment income and Expenditure line in the Comprehensive Income and Expenditure Account.

2.28 Inventory

The Chief Constable holds stocks of uniforms, vehicle equipment and other operational equipment.

Clothing and Uniforms are valued at actual cost. Other stock is valued at current cost, which does not conform to the IPSAS 12 or the Code of Practice. The effect of the different treatment is not material.

2.29 Donated Inventory

PCC received donated inventory as part of the creation of the National Police Air Service led by West Yorkshire, mainly in the form of fuel and spare parts for aircraft.

Where inventories are acquired through a non-exchange transaction their cost is defined as their fair value at the date of acquisition. This is recognised in the Donated Inventories Account until the inventory is distributed or sold.

2.30 Long Term Contracts

Long term contracts are accounted for on the basis of charging the surplus or deficit on the Provision of Services with the value of works and service received under the contract during the financial year.

2.31 Debtors

Debtors are recognised and measured at the fair value of the consideration receivable when the revenue has been recognised.

Where consideration is paid in advance of the receipt of goods or services or other benefit, a debtor is recognised in respect of the payment in advance.

In most cases, the consideration receivable is in the form of cash or cash equivalents and the amount of revenue is the amount receivable. However if payment is on deferred

terms, the consideration receivable is recognised initially at the cash price equivalent. The difference between this amount and the total payments is recognised as interest revenue in Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. Short duration receivables with no interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

There is no difference between the delivery and payment dates for non-contractual, non-exchange transactions (eg revenue from precepts) and therefore these transactions are always measured at the full amount receivable.

A provision for impairment of debtors is established when there is evidence that the Group are not able to collect all amounts due.

The amount of the provision is based on the best estimate of the likelihood of the recoverable amount. The carrying amount of the asset is reduced through the use of a doubtful debt provision account and the amount of the loss is recognised in the Comprehensive Income and Expenditure Statement within Cost of Services. When a debtor amount is uncollectable, it is written off against the doubtful debt provision account. Any subsequent recovery of amounts previously written off are credited to the Comprehensive Income and Expenditure Statement.

2.32 Contingent Liabilities

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

Contingent Liabilities are not recognised in the balance sheet but disclosed in a note to the accounts.

3 **ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT NOT YET ADOPTED**

The accounting standard and interpretation that have been issued but have yet to be adopted by the European Union are detailed below. They are not expected to impact on the Group's Financial Statements.

- IFRS 13 Fair Value Measurement
- IFRS 10 Consolidated Financial Statements
- IFRS 11 Joint Arrangements
- IFRS 12 Disclosures of Interest in Other Entities
- IFRS 27 Separate Financial Statements (as amended in 2011)
- IFRS 28 Investments in Associates and Joint Ventures (as amended in 2011)
- IAS 32 Financial Instruments: Presentation

4 **ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY**

The preparation of the financial statements requires the Group to make judgements, estimates and assumptions that affect the application of policies and reporting amounts of assets and liabilities, income and expenditure. Estimates and associated assumptions are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

Items in the Balance Sheet at 31 March 2014 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

ITEM	UNCERTAINTIES	EFFECT IF ACTUAL RESULTS DIFFER FROM ASSUMPTION
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependant on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Group will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by £0.331m for every year that useful lives had to be reduced.
Pensions Liability	Estimation of net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pensions fund assets. A firm of consulting actuaries is engaged to provide the Group with expert advice about the assumptions to be applied.	The effect on the net pension liability of changes in individual assumptions can be measured. For instance, a 0.1% increase in the discount rate assumption would result in a decrease in the pension liability of £82.1m for Police Officers and a reduction of £13.8m for Police Staff. Further details of the effect of accounting assumptions can be found within Note 36.

5 MATERIAL ITEMS OF INCOME AND EXPENSE

During 2013/14, the Group recognised income in the form of Donated Assets following additional Police Forces joining the National Police Air Service (NPAS) for which West Yorkshire is the lead. Details of these can be found within Note 32.

6 EVENTS AFTER THE BALANCE SHEET DATE

The financial statements were authorised for issue by the Chief Finance Officer on 29th September 2014. All events relevant to the financial year ended 31 March 2014 have been taken into consideration up to this date and where material recognised in the Statement of Accounts. There can be no reasonable expectation that events after this date could have been taken into account by the Police and Crime Commissioner and Group.

7 ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the PCC and Group in the year in accordance with the proper accounting practice to the resources that are specified by statutory provisions as being available to meet future capital and revenue expenditure.

The following adjustments are for 2013/14

Capital Adjustment Account:
Reversal of items debited or credited to the CIES:
Charges for depreciation of non-current assets
Charges for amortisation of intangible assets
Charges for impairments of non-current assets
Amount written out of Revaluation Reserve on disposal
Capital grants and contributions applied
Capital grants and contributions applied NPAS
Donated Assets NPAS
Amounts written off to the CIES on disposal
Insertion of items not debited or credited to the CIES
Statutory provision for the financing of capital investment
Capital expenditure charged against the Police Fund
Capital Receipts Reserve:
Cash credited as part of the gain/loss on disposal to the CIES
Financial Instruments Adjustment Account:
Finance costs in CIES that are different from finance costs in the year in accordance with statutory requirements
Pensions Reserve Adjustments: (see Note 36)
Reversal of items debited or credited to the CIES WYPCC
Reversal of items debited or credited to the CIES WYCC
Employer's pensions contributions WYPCC
Employer's pensions contributions WYCC
Collection Fund Adjustment Account:
Council tax income credited to the CIES is different from council tax income calculated for the year
Accumulated Absences Adjustment Account:
Officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year WYPCC
Officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year WYCC
Total Adjustments

Usable Reserves			
Police Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Usable Reserves
£'000	£'000	£'000	£'000
(15,534)	0	0	(15,534)
(822)	0	0	(822)
(44,102)	0	0	(44,102)
0	0	0	0
7,080	0	(108)	6,972
13,286	0	0	13,286
10,822	0	0	10,822
(4,054)	0	0	(4,054)
4,671	0	0	4,671
10,214	0	0	10,214
4,100	(4,100)	0	0
(11)	0	0	(11)
(119)	0	0	(119)
(294,383)	0	0	(294,383)
42	0	0	42
59,219	0	0	59,219
1,280	0	0	1,280
(1)	0	0	(1)
(576)	0	0	(576)
(248,888)	(4,100)	(108)	(253,096)

Unusable Reserves						
Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pensions Reserve	Accumulated Absences Fund	Movement in Unusable Reserves
£'000	£'000	£'000	£'000	£'000	£'000	£'000
0	15,534	0	0	0	0	15,534
0	822	0	0	0	0	822
159	43,943	0	0	0	0	44,102
773	(773)	0	0	0	0	0
0	(6,972)	0	0	0	0	(6,972)
0	(13,286)	0	0	0	0	(13,286)
0	(10,822)	0	0	0	0	(10,822)
0	4,054	0	0	0	0	4,054
0	(4,671)	0	0	0	0	(4,671)
0	(10,214)	0	0	0	0	(10,214)
0	0	0	0	0	0	0
0	0	11	0	0	0	11
0	0	0	0	119	0	119
0	0	0	0	294,383	0	294,383
0	0	0	0	(42)	0	(42)
0	0	0	0	(59,219)	0	(59,219)
0	0	0	(1,280)	0	0	(1,280)
0	0	0	0	0	1	1
0	0	0	0	0	576	576
932	17,615	11	(1,280)	235,241	577	253,096

	Usable Reserves				Unusable Reserves							
	Police Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Usable Reserves	Revaluation Reserve	Capital Adjustment Account	Financial Instruments Adjustment Account	Collection Fund Adjustment Account	Pensions Reserve	Accumulated Absences Fund	Movement in Unusable Reserves	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
The following adjustments are for 2012/13												
Restated												
Capital Adjustment Account:												
Reversal of items debited or credited to the CIES:												
Charges for depreciation of non-current assets	(15,984)	0	0	(15,984)	0	15,984	0	0	0	0	0	15,984
Amortisation of intangible assets	(812)	0	0	(812)	0	812	0	0	0	0	0	812
Impairments	(9,843)	0	0	(9,843)	607	9,236	0	0	0	0	0	9,843
Amount written out of Revaluation Reserve on disposal	0	0	0	0	1,755	(1,755)	0	0	0	0	0	0
Capital grants and contributions applied	5,752	0	(76)	5,677	0	(5,677)	0	0	0	0	0	(5,677)
Capital grants and contributions applied NPAS	9,371	0	0	9,371	0	(9,371)	0	0	0	0	0	(9,371)
Donated Assets NPAS	11,032	0	0	11,032	0	(11,032)	0	0	0	0	0	(11,032)
Amounts written off to the CIES on disposal	(1,926)	0	0	(1,926)	0	1,926	0	0	0	0	0	1,926
Insertion of items not debited or credited to the CIES												
Statutory provision for the financing of capital investment	4,672	0	0	4,672	0	(4,672)	0	0	0	0	0	(4,672)
Capital expenditure charged against the Police Fund	7,293	0	0	7,293	0	(7,293)	0	0	0	0	0	(7,293)
Capital Receipts Reserve:												
Cash credited as part of the gain/loss on disposal to the CIES	2,170	(2,170)	0	0	0	0	0	0	0	0	0	0
Use of the Capital Receipts Reserve to finance new capital expenditure	0	2,170	0	2,170	0	(2,170)	0	0	0	0	0	(2,170)
Financial Instruments Adjustment Account:												
Finance costs in CIES that are different from finance costs in the year in accordance with statutory requirements	(11)	0	0	(11)	0	0	11	0	0	0	0	11
Pensions Reserve Adjustments: (see Note 36)												
Reversal of items debited or credited to the CIES PCC	(410)	0	0	(410)	0	0	0	0	410	0	0	410
Reversal of items debited or credited to the CIES CC	(281,053)	0	0	(281,053)	0	0	0	0	281,053	0	0	281,053
Employer's pensions contributions PCC	159	0	0	159	0	0	0	0	(159)	0	0	(159)
Employer's pensions contributions CC	60,639	0	0	60,639	0	0	0	0	(60,639)	0	0	(60,639)
Collection Fund Adjustment Account:												
Council tax income credited to the CIES is different from council tax income calculated for the year	1,144	0	0	1,144	0	0	0	(1,144)	0	0	0	(1,144)
Accumulated Absences Adjustment Account:												
Officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year PCC	40	0	0	40	0	0	0	0	0	(40)	0	(40)
Officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year CC	18,041	0	0	18,041	0	0	0	0	0	(18,041)	0	(18,041)
Total Adjustments	(189,726)	0	(76)	(189,802)	2,362	(14,011)	11	(1,144)	220,665	(18,081)	189,802	

8 TRANSFERS TO/FROM EARMARKED RESERVES

This note sets out the amounts set aside by the PCC and Group from the Police Fund balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet Police Fund expenditure in 2013/14.

	Balance at 1 April 2012 £000	Transfer Out 2012/13 £000	Transfer In 2012/13 £000	Balance at 31 March 2013 £000	Transfer Out 2013/14 £000	Transfer In 2013/14 £000	Balance at 31 March 2014 £000
Devovement Reserve	2,374	(2,000)	4,117	4,491	(992)	0	3,499
VIPER Reserve	3,405	(1,000)	433	2,838	(166)	625	3,297
PFI Reserve	271	0	3,200	3,471	0	3,601	7,072
Regional Working Reserve	246	(58)	131	319	(319)	0	0
Body Armour Reserve	1,660	(1,660)	0	0	0	0	0
Dilapidation Reserve	3000	0	0	3,000	(350)	0	2,650
Capital Financing Reserve	0	0	1,935	1,935	0	8,924	10,859
PNLD Reserve	0	0	492	492	0	18	510
Organisational Change Fund	0	0	0	0	0	4,000	4,000
Insurance Reserve	0	0	0	0	0	2,400	2,400
Community Safety Fund Partnership Executive Group	0	0	0	0	0	5,500	5,500
Innovation, Income Generation and Investment	0	0	0	0	0	500	500
Force Transformation	0	0	0	0	0	20,000	20,000
Total	10,956	(4,718)	10,308	16,546	(1,827)	46,568	61,286

9 OTHER OPERATING EXPENDITURE

PCC and Group

2012/13 £000		2013/14 £000
(34)	Secondments	(28)
(244)	(Gains) / losses on the disposal of non-current assets	(46)
54,938	Police Pension Top up Grant	54,237
54,660	Total	54,163

10 FINANCING AND INVESTING INCOME AND EXPENDITURE

PCC and Group

2012/13 RESTATED £000		2013/14 £000
4,152	Interest payable and similar charges	4,116
118	Pensions net interest cost expense PCC	32
183,239	Pensions net interest cost expense CC	184,676
(798)	Interest receivable and similar income	(657)
47	Exchange rate loss on financial investment	0
52	Other investment (income) / expenditure	(19)
186,810	Total	188,148

11 TAXATION AND NON SPECIFIC GRANT INCOME

PCC and Group

2012/13 RESTATED £000		2013/14 £000
	Council tax income:	
(19,803)	Bradford Metropolitan District Council	(17,140)
(8,820)	Calderdale Council	(7,551)
(16,841)	Kirklees Council	(15,201)
(31,260)	Leeds City Council	(28,513)
(13,414)	Wakefield Metropolitan District Council	(11,944)
(140,693)	Non domestic rates	(141,746)
(236,980)	Non-ringfenced government grants	(244,233)
(5,752)	Capital grants and contributions	(7,080)
(9,371)	Capital grants and contributions NPAS	(13,286)
(11,032)	Donated Assets NPAS	(10,822)
(493,966)	Total	(497,516)

12 PROPERTY, PLANT AND EQUIPMENT

PCC and Group

Movements in 2013/14	Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Assets Under Construction £'000	NPAS Helicopters £'000	NPAS Equipment £'000	PFI Land and Buildings £'000	PFI Assets Under Construction £'000	Total Property, Plant and Equipment £'000
Cost or Valuation								
At 1 April 2013	158,394	119,274	3,755	18,753	3,711	0	0	303,887
Additions	4,636	12,168	0	23,331	925	68,926	36,293	146,279
Revaluation increases/(decreases) in the Revaluation Reserve	4,642	0	0	0	0	0	0	4,642
Revaluation increases/(decreases) in the CIES	(3,781)	0	0	0	0	0	0	(3,781)
De-recognition - disposals	0	(5,220)	0	0	0	0	0	(5,220)
Assets reclassified (to)/from Held for Sale	(531)	0	0	0	0	0	0	(531)
Assets reclassified from Assets Under Construction	3,755	0	(3,755)	0	0	0	0	0
At 31 March 2014	167,115	126,222	0	42,084	4,636	68,926	36,293	445,276
Accumulated Depreciation and Impairment								
At 1 April 2013	(34,319)	(108,062)	0	(810)	(180)	0	0	(143,371)
Depreciation charge	(4,317)	(5,737)	0	(4,951)	(529)	0	0	(15,534)
Depreciation written out to the Revaluation Reserve	2,622	0	0	0	0	0	0	2,622
Impairment losses/(reversals) recognised in the CIES	(2,163)	(5,221)	0	0	0	(23,750)	(9,177)	(40,311)
Downward revaluation taken to Revaluation Reserve	0	(1,094)	0	0	0	0	0	(1,094)
De-recognition - disposals	0	4,888	0	0	0	0	0	4,888
At 31 March 2014	(38,177)	(115,226)	0	(5,761)	(709)	(23,750)	(9,177)	(192,800)
Net Book Value								
At 31 March 2014	128,938	10,996	0	36,323	3,927	45,176	27,116	252,476
At 31 March 2013	124,075	11,212	3,755	17,943	3,531	0	0	160,516

Comparator Year:	Movements in 2012/13	Land and Buildings	Vehicles, Plant, Furniture & Equipment	Assets Under Construction	NPAS Assets	NPAS Equipment	Total property, Plant and Equipment
RESTATED		£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation							
At 1 April 2012		154,354	114,938	10,327	0	0	279,619
Additions		6,080	6,539	292	18,753	3,711	35,375
Revaluation increases/(decreases) in the Revaluation Reserve		(474)	0	0	0	0	(474)
Revaluation increases/(decreases) in the CIES		(1,195)	0	0	0	0	(1,195)
De-recognition - disposals		(1,927)	(2,203)	0	0	0	(4,130)
Assets reclassified (to)/from Held for Sale		(5,308)	0	0	0	0	(5,308)
Assets reclassified from Assets Under Construction		6,864	0	(6,864)	0	0	0
At 31 March 2013		158,394	119,274	3,755	18,753	3,711	303,887
Accumulated Depreciation and Impairment							
At 1 April 2012		(23,363)	(99,020)	0	0	0	(122,383)
Depreciation charge		(5,253)	(9,741)	0	(810)	(180)	(15,984)
Depreciation written out to the Revaluation Reserve		4,012	0	0	0	0	4,012
Impairment losses/(reversals) recognised in the CIES		(7,144)	(1,504)	0	0	0	(8,648)
Downward revaluation taken to Revaluation Reserve		(4,498)	0	0	0	0	(4,498)
De-recognition - disposals		1,927	2,203	0	0	0	4,130
At 31 March 2013		(34,319)	(108,062)	0	(810)	(180)	(143,371)
Net Book Value							
At 31 March 2013		124,075	11,212	3,755	17,943	3,531	160,516
At 31 March 2012		130,991	15,918	10,327	0	0	157,236

DEPRECIATION

The following useful lives and depreciation rates have been used in the calculation of depreciation:

- Buildings (excluding land) - straight line allocation over the life of the property as estimated by the valuer.
- Vehicles - straight line method over 4 years.
- IT (including intangible fixed assets) and other equipment - straight line method over 5 years.
- Helicopters - straight line allocation over 15 years.

CAPITAL COMMITMENT

At 31 March 2014, the future years budgeted capital costs is £7.0m. The major commitments are:

- IT Agility £0.8m
- IT Storage £1.0m
- IT Network Hardware £0.8m

REVALUATIONS

The PCC and Group carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is revalued at least every 5 years. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimations set out in the professional standards of the Royal Institution of Chartered Surveyors. Valuations of vehicles, IT and equipment and helicopter are based on current prices where there is an active second-hand market or latest list price adjusted for the condition of the asset.

The significant assumptions in estimating the fair values are:

- for operational land and buildings fair value is interpreted as the amount that would be paid for the asset in its existing use. This requirement is met by providing a valuation on the basis of existing use value in accordance with valuation standards or where it is significantly different, market value (that is, the value having regard to alternative use);
- for non-operational land and buildings fair value is market value taking account of any alternative uses.

Valuations were carried on 31 March 2014 as follows:

Properties:

By RICS Qualified external valuers from DTZ Debenham Tie Leung, Leeds in accordance with CIPFA's IFRS Code of Practice 2013/14. Land and Buildings were valued as at 31 March 2014, with a total value of £31.8m. The previous valuation of these properties was £23.7m.

Vehicles:

By the Force Fleet Policy and Liaison Manager

Information Technology, Communications and Other:

By Head of IT Support

	Land and Buildings £'000	Assets Under Constructions £'000	Vehicles, Plant, Furniture & Equipment £'000	NPAS Assets £'000	PFI Assets £'000	Total property, Plant and Equipment £'000
Carried at historical cost	14,006	0	10,995	40,250	0	65,251
Valued at fair value as at:						
31 March 2014	31,796				72,292	104,088
31 March 2013	0					0
31 March 2012	54,271					54,271
31 March 2011	28,866					28,866
Total Cost or Valuation	128,939	0	10,995	40,250	72,292	252,476

STATEMENT OF PHYSICAL ASSETS

	31 March 2014	31 March 2013
Estates:		
Police stations	41	43
Other premises	55	57
Houses	11	13
	107	113
Vehicles	1,197	1,286
Helicopters	25	14

ASSETS HELD FOR SALE

	Current		Non-Current	
	2013/14 £000	2012/13 £000	2013/14 £000	2012/13 £000
Balance outstanding at start of year	6,016	2,634	0	0
Revaluation increase/(decrease) in the CIES	17			
Assets newly classified as held for sale:				
Property, Plant and Equipment	531	5,308	0	0
Revaluation gain	0	0	0	0
Assets declassified as held for sale:				
Assets sold	(3,722)	(1,926)	0	0
Balance outstanding at year-end	2,842	6,016	0	0

13 INTANGIBLE ASSETS

The PCC and Group accounts for its software and intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. The intangible assets may include both purchased licences and internally generated software.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the PCC and Group. The useful lives assigned to the major software suites used by the PCC and Group are:

	Other Assets
3 years	MOBILE DATA

Mobile data is aimed at increasing the frontline visibility of operational officers.

The carrying amount of intangible assets is amortised on a straight line basis. The amortisation of £0.822m charged to revenue in 2013/14 was absorbed as an overhead across all the service headings in the Net Expenditure of Services. It is not possible to quantify exactly how much of the amortisation is attributable to each service heading.

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

	2013/14		2012/13	
	Other Assets £000	Total £000	Other Assets £000	Total £000
Balance at start of the year				
- Gross carrying amounts	7,518	7,518	7,350	7,350
- Accumulated amortisation	(5,696)	(5,696)	(4,884)	(4,884)
Net carrying amount at start of year	1,822	1,822	2,466	2,466
Additions:				
- Purchases	234	234	168	168
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	(1)	(1)	0	0
Amortisation for the Period	(822)	(822)	(812)	(812)
Net carrying amount at the end of year	1,233	1,233	1,822	1,822
Comprising:				
- Gross Carrying amounts	7,752	7,752	7,518	7,518
- Accumulated amortisation	(6,519)	(6,519)	(5,696)	(5,696)
	1,233	1,233	1,822	1,822

14 FINANCIAL INSTRUMENTS

PCC and Group

Categories of Financial Instruments

The following categories of financial instruments are carried in the Balance Sheet:

	Long-Term		Current	
	31 March 2014 £000	31 March 2013 £000	31 March 2014 £000	31 March 2013 £000
Investments				
Loans and receivables	5,000	6,162	75,656	38,756
Cash held by the Group	0	0	62	64
Cash equivalents	0	0	446	958
Total Investments	5,000	6,162	76,164	39,778
Debtors				
Financial assets carried at contract amounts	0	0	10,915	27,886
Loans and receivables	0	0	0	0
Total Debtors	0	0	10,915	27,886
Borrowings				
Financial liabilities at amortised cost	(87,580)	(92,887)	(15,556)	(8,380)
Bank Overdraft	0	0	(155)	(6,079)
Total Borrowings	(87,580)	(92,887)	(15,711)	(14,459)
Other Long Term Liabilities				
Private Finance Initiative	(100,817)	0	(4,297)	0
Pension Liability PCC	(2,634)	(2,634)	0	0
Pension Liability CC	(4,203,523)	(4,244,229)	0	0
Total Other Long Term Liabilities	(4,306,974)	(4,246,863)	(4,297)	0
Creditors				
Financial liabilities carried at contract amount	0	0	(4,427)	(1,081)
Total Creditors	0	0	(4,427)	(1,081)

Income, Expenses, Gains and Losses

The gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments are made up as follows:

	2013/14			2012/13		
	Financial Liabilities measured at amortised cost £'000	Financial Assets: Loans and receivables £'000	Total £'000	Financial Liabilities measured at amortised cost £'000	Financial Assets: Loans and receivables £'000	Total £'000
Interest expense	4,111	0	4,111	4,140	0	4,140
Impairment losses (gain)	0	(19)	(19)	0	52	52
Exchange rate loss on investment	0	0	0	0	47	47
Fee expense	5	0	5	12	0	12
Total expense in Surplus or Deficit on the Provision of Services	4,116	(19)	4,097	4,152	99	4,251
Interest income	0	(523)	(523)	0	(589)	(589)
Interest income accrued on impaired financial assets	0	(134)	(134)	0	(209)	(209)
Total income in Surplus or Deficit on the Provision of Services	0	(657)	(657)	0	(798)	(798)
Net gain/(loss) for the year	4,116	(676)	3,440	4,152	(699)	3,453

Fair Values of Assets and Liabilities Carried at Amortised Cost

Financial liabilities, financial assets represented by loans and receivables and long term debtors and creditors are carried on the balance sheet at amortised cost (in long term assets/liabilities with accrued interest in current assets/liabilities). Their fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments, using the following assumptions:

- for loans from the Public Works Loan Board (PWLB) and other loans payable, premature repayment rates from the PWLB have been applied to provide the fair value under PWLB debt redemption procedures;
- for loans receivable prevailing benchmark market rates have been used to provide the fair value;
- no early repayment or impairment is recognised;
- where an instrument has a maturity of less than 12 months or is a trade or other receivable the fair value is taken to be the carrying amount or the billed amount;
- the fair value of trade and other receivables is taken to be the invoiced or billed amount.

The fair values calculated are as follows:

	31 March 2014		31 March 2013	
	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
PWLB debt	83,906	102,798	86,137	109,242
Non-PWLB debt	19,229	18,111	15,130	14,471
Total debt	103,135	120,909	101,267	123,713
Trade creditors	4,427	4,427	1,081	1,081
Total Financial Liabilities	107,562	125,336	102,348	124,794

The fair value is greater than the carrying amount because the PCC and Group's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the balance sheet date.

	31 March 2014		31 March 2013	
	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Money market loans < 1 year	75,656	75,656	38,756	38,259
Money market loans > 1 year	5,000	5,015	6,162	4,986
Total loans and receivables	80,656	80,671	44,918	43,245
Trade debtors	10,915	10,915	27,886	27,886
Total loans and receivables	91,571	91,586	72,804	71,131

The fair values for loans and receivables have been determined by reference to similar practices, as above, which provide a reasonable approximation for the fair value of a financial instrument, and include accrued interest. The comparator market rates prevailing have been taken from indicative investment rates at each balance sheet date. In practice rates will be determined by the size of the transaction and the counterparty, but it is impractical to use these figures, and the difference is likely to be immaterial.

15 INVENTORIES

The value of inventories for both the PCC and Group is shown below.

2013/14	Opening Balance £000	Purchases £000	Expense in Year £000	Write Offs £000	Closing Balance £000
Clothing	780	1,487	(1,164)	0	1,103
Police Support Unit	182	141	(128)	0	195
Fuel	97	2,980	(2,946)	0	131
IT	105	449	(382)	0	172
Other	223	1,786	(1,834)	0	175
NPAS Spare Parts	504	1,667	(1,667)	0	504
NPAS Fuel	45	2,727	(2,520)	0	252
	1,936	11,237	(10,641)	0	2,532

2012/13 Restated	Opening Balance £000	Purchases £000	Expense in Year £000	Write Offs £000	Closing Balance £000
Clothing	667	2,516	(2,403)	0	780
Police Support Unit	234	67	(119)	0	182
Printers	1	0	0	(1)	0
Fuel	128	3,154	(3,185)	0	97
IT	98	214	(207)	0	105
Other	171	1,588	(1,536)	0	223
NPAS Spare Parts	0	1,033	(529)	0	504
NPAS Fuel	0	377	(332)	0	45
	1,299	8,949	(8,311)	(1)	1,936

Included within NPAS Spare Parts are £0.5m Donated Inventories.

16 DEBTORS

PCC and Group

	31 March 2014 £000	31 March 2013 £000
Central government bodies	18,750	29,323
Other local authorities	31,669	6,650
NHS bodies	30	80
Other entities and individuals - current	4,744	8,007
Total current debtors	55,193	44,060
Long term debtors	12,227	9,371
Total debtors	67,420	53,431

17 CASH AND CASH EQUIVALENTS

PCC and Group

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

	31 March 2014 £000	31 March 2013 £000
Cash held by the Group	62	64
Short-term deposits with banks	446	958
Total	508	1,022
Bank current accounts	(155)	(6,079)
Total Cash and Cash Equivalents	353	(5,057)

18 CREDITORS

PCC and Group

	31 March 2014 £000	31 March 2013 RESTATED £000
Central government bodies	9,694	10,051
Other local authorities	18,603	4,333
NHS bodies	97	33
Public corporations and trading funds	4	556
Other entities and individuals	36,163	32,726
Total current creditors	64,561	47,699
Long term creditors	12,227	9,371
Total creditors	76,788	57,070

19 PROVISIONS

PCC and Group

	Outstanding Legal Cases £000	Injury and Damage Compensation Claims £000	Insurance £000	Other Provisions £000	Total £000
Balance at 1 April 2013	1,969	660	2,484	180	5,293
Additional provisions made in 2013/14	1,026	1,070	1,315	0	3,411
Amounts used in 2013/14	(1,074)	(1,353)	(395)	(180)	(3,002)
Balance at 31 March 2014	1,921	377	3,404	0	5,702

	Outstanding Legal Cases £000	Injury and Damage Compensation Claims £000	Insurance £000	Other Provisions £000	Total £000
Balance at 1 April 2012	1,821	369	2,205	981	5,376
Additional provisions made in 2012/13	959	1,881	653	0	3,493
Amounts used in 2012/13	(811)	(1,590)	(374)	(801)	(3,576)
Balance at 31 March 2013	1,969	660	2,484	180	5,293

Outstanding Legal Cases

The amount provided of £1.921m in respect of outstanding legal claims is made up of £0.250m for employment tribunals and £0.471m for litigated insurance claims, and £1.2m for other legal cases.

Injury Compensation Claims

All of the injury compensation claims are individually insignificant. They relate to personal injury sustained where the PCC and Group is alleged to be at fault. Provision is made for those claims where it is deemed probable that the PCC and Group will have to make a settlement, based on past experience of court decisions about liability and the amount of damages payable. All outstanding claims are expected to be settled by 2013/14. The PCC and Group may be reimbursed by its insurers, but until claims are actually settled no income is recognised.

Insurance Provision

The PCC and Group has a provision to meet certain claims made against it. The provision currently bears the first £250,000 of any claim arising from the following policies:

- (i) Public/Products Liability
- (ii) Liability to Employees
- (iii) Motor Vehicles (Third Party Liability)
- (iv) Libel and Slander
- (v) Officials Indemnity

The PCC and Group, on the advice of its insurance brokers, has provided £292k in respect of the anticipated clawback of previous claims settlements under the Municipal Mutual Insurance (MMI) Scheme of Arrangement. MMI was a mutual insurance provider which became technically insolvent in 1992. A recent Supreme Court judgement makes it more unlikely that a solvent run-off will be achieved and as a result 15% of the potential liability is provided for.

20 USABLE RESERVES

PCC and Group

Movements in usable reserves are detailed in the Movement in Reserves Statement and Note 7.

31 March 2013 £000		31 March 2014 £000
40,933	General Fund Balance	20,463
1,250	Capital Grants Unapplied Account	1,358
0	Capital Receipts Reserve	4,100
	<i>Earmarked Reserves:</i>	
4,491	Devolvement Reserve	3,499
2,837	Viper Reserve	3,297
3,471	PFI Reserve	7,072
319	Regional Working Reserve	0
3,000	Dilapidations Reserve	2,650
1,935	Capital Financing Reserve	10,859
492	PNLD Reserve	510
0	Organisational Change Fund	4,000
0	Insurance Reserve	2,400
0	Community Safety Fund	5,500
0	Partnership Executive Group	1,000
0	Innovation, Income Generation and Investment	500
0	Force Transformation	20,000
58,729	Total Usable Reserves	87,208

21 **UNUSABLE RESERVES**

The reserves of the PCC and Group have been presented to show a clear distinction between accounting reserves that are unusable and cannot be used to support expenditure and usable reserves.

31 March 2013 RESTATED £000		31 March 2014 £000
39,808	Revaluation Reserve	45,072
13,563	Capital Adjustment Account	(4,052)
(296)	Financial Instruments Adjustment Account	(307)
35	Collection Fund Adjustment Account	1,315
(2,634)	Pensions Reserve PCC	(2,354)
(4,244,229)	Pensions Reserve CC	(4,203,803)
(25)	Accumulated Absences Adjustment Account PCC	(26)
(12,365)	Accumulated Absences Adjustment Account CC	(12,941)
(4,206,143)	Total Unusable Reserves	(4,177,096)

Revaluation Reserve

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

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

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

2012/13 £000	Revaluation Reserve	2013/14 £000
43,130	Balance at 1 April	39,808
0	Upward revaluation of assets	5,684
(4,972)	Downward revaluation of assets	(2,110)
4,012	Depreciation written out on revaluation	2,622
(960)	Surplus on revaluation of non-current assets not charged to the Surplus/Deficit on the Provision of Services	6,196
(1,755)	Amount written off on disposal	(773)
(607)	Difference between fair value depreciation and historical cost depreciation	(159)
(2,362)	Amount written off to the Capital Adjustment Account	(932)
39,808	Balance at 31 March	45,072

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the PCC and Group as finance for the costs of acquisition, construction and enhancement.

The Account contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

Note 7 provides details of the source of all transactions posted to the Account, apart from those involving the Revaluation Reserve.

2012/13 RESTATED £000	Capital Adjustment Account	2013/14 £000
(448)	Balance at 1 April	13,563
	Reversal of items relating to capital expenditure debited or credited to the CIES:	
(25,827)	Charges for depreciation and impairment of non-current assets	(59,636)
(812)	Amortisation of intangible assets	(822)
(1,926)	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	(4,054)
(28,565)		(64,512)
2,362	Adjusting amounts written out of the Revaluation Reserve	932
(26,203)	Net written out amount of the cost of non-current assets consumed in the year	(63,580)
	Capital financing applied in the year:	
2,170	Use of the Capital Receipts Reserve to finance new capital expenditure	0
5,752	Capital grants and contributions credited to the CIES that have been applied to capital financing	7,080
9,371	Capital grants and contributions credited to the CIES that have been applied to capital financing NPAS	13,286
(76)	Application of grants to capital financing from the Capital Grants Unapplied Account	(108)
11,032	Donated NPAS Assets	10,822
4,672	Statutory provision for the financing of capital investment charged against the Police Fund	4,671
7,293	Capital expenditure charged against the Police Fund Balance	10,214
40,214		45,965
13,563	Balance at 31 March	(4,052)

Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions. The PCC and Group uses the Account to manage premiums paid and discounts received on the early redemption of loans.

Premiums are debited to the Comprehensive Income and Expenditure Statement when they are incurred, but reversed out of the Police Fund Balance to the Account in the Movement in Reserves Statement. Over time, the expense is posted back to the Police Fund Balance in accordance with statutory arrangements for spreading the burden on council tax.

Discounts are treated similarly, being credited to the Comprehensive Income and Expenditure Statement, reversed out to the Financial Instruments Adjustment Account and the income posted back over time to the Police Fund Balance.

As a result of past debt restructuring, the balance of premiums and discounts currently included within the Account will be transferred to the Police Fund over a period of years, being fully written out by 2053/54.

2012/13 £000	Financial Instruments Adjustment Account	2013/14 £000
(1,625)	Premiums on repayment of loans	(1,458)
1,340	Discounts on repayment of loans	1,162
(285)	Balance at 1 April	(296)
	Movement during the year:	
167	Premiums amortised to Police Fund during year	167
(178)	Discounts amortised to Police Fund during year	(178)
(11)	Amount by which finance costs charged to the CIES different from finance costs chargeable in the year in accordance with statutory requirements	(11)
(1,458)	Premiums on loans c/fwd	(1,291)
1,162	Discounts on loans c/fwd	984
(296)	Balance at 31 March	(307)

Collection Fund Adjustment Account

The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax income in the Comprehensive Income and Expenditure Statement as it falls due from council tax payers compared with the statutory requirements for paying across amounts to the Police Fund from the Collection Funds of the Billing Authorities.

2012/13 RESTATED £000	Collection Fund Adjustment Account	2013/14 £000
(1,109)	Balance at 1 April	35
1,144	Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	1,280
35	Balance at 31 March	1,315

Pensions Reserve

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

2012/13 RESTATED £000	Pensions Reserve GROUP	2013/14 £000
(3,664,826)	Balance at 1 April	(4,246,863)
(361,372)	Actuarial gains or losses on pensions assets and liabilities	275,947
(281,463)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the CIES	(294,502)
60,798	Employer's pensions contributions and direct payments to pensioners payable in the year	59,261
(4,246,863)	Balance at 31 March	(4,206,157)

2012/13 RESTATED £000	Pensions Reserve Police and Crime Commissioner	2013/14 £000
(2,581)	Balance at 1 April	(2,634)
199	Actuarial gains or losses on pensions assets and liabilities	358
(410)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the CIES	(120)
159	Employer's pensions contributions and direct payments to pensioners payable in the year	42
(2,634)	Balance at 31 March	(2,354)

Accumulated Absences Adjustment Account

The Accumulated Absences Adjustment Account represents the value of the future obligation of the PCC and Group to pay officers and staff in respect of unused accumulated absences not taken in the year, e.g. annual leave entitlement carried forward at 31 March. Statutory arrangements require that the impact on the Police Fund Balance is neutralised by transfers to or from the Account.

2012/13 RESTATED £000	Accumulated Absences Adjustment Account GROUP	2013/14 £000
(30,471)	Balance at 1 April	(12,390)
30,471	Settlement or cancellation of accrual made at the end of the preceding year	12,390
(12,390)	Amounts accrued at the end of the current year	(12,967)
18,081	Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(577)
(12,390)	Balance at 31 March	(12,967)

2012/13 RESTATED £000	Accumulated Absences Adjustment Account Police and Crime Commissioner	2013/14 £000
(65)	Balance at 1 April	(25)
65	Settlement or cancellation of accrual made at the end of the preceding year	25
(25)	Amounts accrued at the end of the current year	(26)
40	Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(1)
(25)	Balance at 31 March	(26)

22 CASH FLOW STATEMENT - OPERATING ACTIVITIES

PCC and Group

2012/13 RESTATED £000		2013/14 £000
(173,868)	Surplus / (Deficit) for the year	(224,617)
812	Amortisation of intangible fixed assets	822
25,827	Depreciation and impairment of fixed assets	59,636
(5,752)	Capital & Grant Contribution	(7,080)
(9,371)	Capital & Grant Contribution NPAS	(13,286)
(11,032)	Donated Assets NPAS	(10,822)
252	Pensions PCC	77
220,413	Pensions CC	235,164
(82)	Provisions set aside in year	409
(133)	(Increase) / decrease in stock	(597)
(16,670)	(Increase) / decrease in debtors	(13,989)
(10,308)	Increase / (Decrease) in creditors	19,718
1,926	Carrying amount of non-current asset sold	4,054
(2,170)	Proceeds from sale of property, plant & equipment	(4,100)
0	PFI redemption	(105)
4,152	Interest paid	4,116
(798)	Interest received	(657)
23,198	Net cash flows from operating activities	48,743

23 CASH FLOW STATEMENT - INVESTING ACTIVITIES

PCC and Group

2012/13 RESTATED £000		2013/14 £000
35,542	Purchase of property, plant and equipment, investment property and intangible assets	146,513
170,704	Purchase of short-term and long-term investments	359,381
(2,170)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(4,100)
(173,515)	Proceeds from short-term and long-term investments	(323,799)
(5,752)	Capital Grants	(7,080)
(9,371)	Capital Grants NPAS	(13,286)
(11,032)	Donated Assets NPAS	(10,822)
(798)	Interest received	(657)
3,608	Net cash flows from investing activities	146,150

24 CASH FLOW STATEMENT - FINANCING ACTIVITIES

PCC and Group

2012/13 £000		2013/14 £000
(103,208)	Cash receipts of short- and long-term borrowing	(164,631)
127,484	Repayments of short- and long-term borrowing	162,400
0	Cash payments for the reduction of the outstanding liabilities relating to PFI contracts	(105,114)
4,152	Other payments for financing activities	4,527
28,428	Net cash flows from financing activities	(102,818)

25 AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS – GROUP

The following tables and narrative contain information relating to the Group only, they do not include content or reference to PCC single entity statements.

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice (SeRCOP). However, decisions about resource allocation are taken by the Senior Management on the basis of budget reports analysed in a different way. These reports are also prepared on a different basis from the accounting policies used in the Financial Statements. In particular:

- no charges are made in relation to capital expenditure (where depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve and amortisations are charges to services in the Comprehensive Income and Expenditure Statement);
- the cost of retirement benefits is based on cash flow (payment of employer's pensions contributions) rather than current service cost of benefit accrued in the year
- expenditure on some support services is budgeted for centrally and not allocated out;
- no charge is made in relation to accumulated absences (where the accrual for the employee benefits liability is held within the Accumulated Absences Adjustment Account and charged to services in the Comprehensive Income and Expenditure Statement).

The budget reports are presented in line with Senior Management portfolios of the Group as follows:

These represent the Senior Management portfolios in place for the majority of 2013/14. However, these do change periodically and the budget reports are amended accordingly.

	ACC	ACC	ACC	ACO	ACC	DCC	
Income and Expenditure 2013/14	Local Policing £000	Workforce Development £000	Specialist Operations £000	Specialist Crime £000	Finance & Business Services £000	Deputy Chief Constable £000	TOTAL £000
Fees, charges & Other Service Income	(11,038)	(869)	(3,788)	(24,624)	(8,703)	(19,740)	(68,762)
Total Income	(11,038)	(869)	(3,788)	(24,624)	(8,703)	(19,740)	(68,762)
Employee Expenses	227,087	7,387	46,043	49,421	12,795	13,303	356,036
Other Service Expenses	12,564	713	10,184	10,139	25,589	28,005	87,194
Support Service Recharges	172	3	22	27	2	16	242
Total Expenditure	239,823	8,103	56,249	59,587	38,386	41,324	443,472
Net Expenditure	228,785	7,234	52,461	34,963	29,683	21,584	374,710

	ACC	ACC	ACC	ACO	ACC	DCC	
Income and Expenditure 2012/13	Local Policing £000	Corporate Services £000	Operational Support £000	Specialist Crime £000	Finance & Business Services £000	Deputy Chief Constable £000	TOTAL £000
Fees, charges & Other Service Income	(10,766)	(734)	(4,645)	(25,035)	(3,278)	(8,273)	(52,731)
Total Income	(10,766)	(734)	(4,645)	(25,035)	(3,278)	(8,273)	(52,731)
Employee Expenses	243,611	7,353	53,198	48,943	13,382	9,133	375,620
Other Service Expenses	13,363	650	14,072	9,383	26,973	11,387	75,828
Support Service Recharges	171	2	24	30	2	19	248
Total Expenditure	257,145	8,005	67,294	58,356	40,357	20,539	451,696
Net Expenditure	246,379	7,271	62,649	33,321	37,079	12,266	398,965

Reconciliation of Senior Management Portfolio Income and Expenditure to Cost of Service in the Comprehensive Income and Expenditure Statement

This reconciliation shows how the figures shown by Senior Management portfolios relate to the amounts included in the Comprehensive Income and Expenditure Statement:

	2013/14 £000	2012/13 RESTATED £000
Net expenditure in the ACC analysis	374,710	398,965
Net Expenditure of Services and Support Services not included in the analysis	3,211	(1,988)
Amounts in the CIES not reported to management in the Analysis	170,857	105,714
Amounts included in the Analysis not included in the CIES	(68,957)	(76,327)
Cost of Services in CIES	479,821	426,364

Reconciliation to Subjective Analysis

This reconciliation shows how the figures shown by Senior Management portfolios relate to a subjective analysis of the Surplus or Deficit on the Provision of Services included in the Comprehensive Income and Expenditure Statement.

	ACC Analysis £000	Support Service not in Analysis £000	Amounts not reported to management for decision making £000	Amounts not included in CIES £000	Total £000
2013/14					
Fees, charges & other service income	(68,762)	(30,133)	0	0	(98,895)
Interest and investment income	0	0	0	0	0
Total Income	(68,762)	(30,133)	0	0	(98,895)
Employee Expenses	356,036	12,903	577	0	369,516
Other Service Expenses	87,194	19,464	28	0	106,686
Support Service Recharges	242	977	0	0	1,219
Depreciation, Amortisation & Impairment	0	0	60,458	0	60,458
Interest Payments	0	0	0	523	523
Capital Financing	0	0	0	(10,219)	(10,219)
IAS 19 Adjustments	0	0	109,794	(59,261)	50,533
Total Expenditure	443,472	33,344	170,857	(68,957)	578,716
Surplus or deficit on the provision of service	374,710	3,211	170,857	(68,957)	479,821

	ACC Analysis £000	Support Service not in Analysis £000	Amounts not reported to management for decision making £000	Amounts not included in CIES £000	Total £000
2012/13 RESTATED					
Fees, charges & other service income	(52,731)	(24,180)	0	0	(76,911)
Interest and investment income	0	0	0	0	0
Total Income	(52,731)	(24,180)	0	0	(76,911)
Employee Expenses	375,620	6,574	(18,082)	0	364,112
Other Service Expenses	75,828	15,618	(950)	0	90,496
Support Service Recharges	248	0	0	0	248
Depreciation, Amortisation & Impairment	0	0	26,640	0	26,640
Interest Payments	0	0	0	589	589
Capital Financing	0	0	0	(16,118)	(16,118)
IAS 19 Adjustments	0	0	98,106	(60,798)	37,308
Total Expenditure	451,696	22,192	105,714	(76,327)	503,275
Surplus or deficit on the provision of service	398,965	(1,988)	105,714	(76,327)	426,364

26 AGENCY SERVICES - GROUP

These are levies towards the cost of Forensic Services, Automatic Fingerprint Recognition and DNA Testing. These costs are included in the Group financial statements only.

	2013/14 £000	2012/13 £000
Forensic Services, Automatic Fingerprint Recognition and DNA	7,974	3,992
Net Cost arising on the agency arrangement	7,974	3,992

27 CORPORATE AND DEMOCRATIC CORE – MEMBERS ALLOWANCES

The PCC and Group paid the following amounts to members of the Joint Independent Audit Committee during the year (2012/13 also includes payments to former Police Authority members).

	2013/14 £000	2012/13 £000
Allowances	15	162
Expenses	1	11
Total	16	172

28 OFFICERS' REMUNERATION AND EXIT PACKAGES

The remuneration paid to senior employees and senior police officers is as follows:

PCC 2013/14		Salary, Fees and Allowances £	Bonuses £	Pension Contribution £	Total £
Police and Crime Commissioner	01.04.13- 31.03.14	100,135	0	10,900	111,035
Deputy Police and Crime Commissioner	10.04.13- 31.03.14	55,486	0	6,048	61,534
Chief Executive and Solicitor	01.04.13- 31.03.14	117,167	0	12,682	129,849
Chief Finance Officer PCC	01.04.13- 31.03.14	85,118	0	9,278	94,396
CC 2013/14					
Mark Gilmore Chief Constable	01.04.13- 31.03.14	175,350	0	41,224	216,574
Deputy Chief Constable	06.01.14- 31.03.14	33,905	0	7,834	41,739
Temporary Deputy Chief Constable	01.04.13- 05.01.14	125,025	0	36,257	161,282
Assistant Chief Constable (Specialist Crime)	01.04.13- 31.03.14	95,287	0	22,083	117,370
Assistant Chief Constable (Local Policing)	01.04.13- 30.09.13	50,968	0	11,779	62,747
Assistant Chief Constable (District Policing East)	01.10.13- 31.03.14	50,968	0	11,779	62,747
Assistant Chief Constable (Specialist Operations and NPAS)	01.04.13- 31.03.14	98,345	0	22,820	121,165
Assistant Chief Constable (Operational Support)	01.04.13- 30.09.13	49,149	0	11,410	60,559
Assistant Chief Constable (Programme of Change)	01.10.13- 31.03.14	49,149	0	11,410	60,559
Assistant Chief Constable (Workforce Development and Standards)	01.04.13- 30.09.13	48,841	0	11,410	60,251
Assistant Chief Constable (District Policing West)	01.10.13- 31.03.14	48,841	0	11,410	60,251
Assistant Chief Officer (Finance & Business Services) and Chief Finance Officer CC	01.04.13- 31.03.14	104,380	0	11,136	115,516
TOTAL GROUP		1,288,114	0	249,460	1,537,574

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PCC 2012/13		Salary, Fees and Allowances £	Bonuses £	Pension Contribution £	Total £
Police and Crime Commissioner	22.11.12-31.03.13	36,757	0	3,906	40,663
Chief Executive and Solicitor	01.04.12-31.03.13	118,431	0	12,608	131,039
Chief Finance Officer PCC (formerly Treasurer)	01.04.12-31.03.13	85,554	0	9,224	94,778

CC 2012/13

John Parkinson Temporary Chief Constable	24.10.12-31.03.13	71,924	0	2,527	74,451
Sir Norman Bettison Chief Constable	01.04.12-24.10.12	158,843	0	0	158,843
Temporary Deputy Chief Constable	01.11.12-31.03.13	53,376	0	1,992	55,368
Deputy Chief Constable	16.04.12-23.10.12	73,982	0	17,055	91,037
Assistant Chief Constable (Specialist Crime)	01.11.12-31.03.13	46,965	0	10,734	57,699
	01.04.12-31.10.12	64,029	0	14,942	78,971
Assistant Chief Constable (Local Policing)	01.04.12-31.03.13	102,025	0	23,420	125,445
Assistant Chief Constable (Corporate Services)	01.04.12-30.09.12	51,124	0	11,344	62,468
Assistant Chief Constable (Specialist Operations and NPAS)	01.10.12-31.03.13	47,747	0	11,344	59,091
Assistant Chief Constable (Operational Support)	15.10.12-31.03.13	48,465	0	10,490	58,955
Assistant Chief Constable (Workforce Development and Standards)	23.04.12-31.03.13	94,984	0	20,733	115,717
	01.04.12-15.04.12	4,562	0	1,067	5,629
Assistant Chief Officer (Finance & Business Services)	01.04.12-31.03.13	104,009	0	11,071	115,080
TOTAL GROUP		1,162,777	0	162,457	1,325,234

Other employees and senior police officers, not disclosed in the table above, receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) were paid the following amounts:

GROUP Remuneration Band	Number of Employees	
	2013/14	2012/13 (RESTATED)
£50,000 - £54,999	13	9
£55,000 - £59,999	25	11
£60,000 - £64,999	9	3
£65,000 - £69,999	9	0
£70,000 - £74,999	4	1
£75,000 - £79,999	5	2

GROUP Remuneration Band	Number of Employees	
	2013/14	2012/13 (RESTATED)
£80,000 - £84,999	9	5
£85,000 - £89,999	6	7
£90,000 - £94,999	4	3
£95,000 - £99,999	0	3
£100,000 - £104,999	0	1
£105,000 - £109,999	1	0

PCC Remuneration Band	Number of Employees	
	2013/14	2012/13 (RESTATED)
£55,000 - £59,999	1	1

The number of exit packages for the Group with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

Exit Packages	Compulsory Redundancies	Other Departures	Total	Exit Packages	Compulsory Redundancies	Other Departures	Total
2013/2014	£	£	£	2013/2014	No	No	No
£0 - £20,000	44,103	110,408	154,511	£0 - £20,000	3	10	13
£20,001 - £40,000	30,615	85,942	116,557	£20,001 - £40,000	1	4	5
£40,001 - £60,000	52,357	101,805	154,162	£40,001 - £60,000	1	2	3
	127,075	298,155	425,230		5	16	21
2012/2013	£	£	£	2012/2013	No	No	No
£0 - £20,000	23,573	301,427	325,000	£0 - £20,000	3	24	27
£20,001 - £40,000	58,010	597,192	655,202	£20,001 - £40,000	2	16	18
	81,583	898,619	980,202		5	40	45

The Group terminated the contracts of a number of employees in 2013/14, incurring liabilities of £0.3m (£0.6m in 2012/13). Severance payments totalling £0.075m were identified as being due in the early part of 2014/15 (£0.052m in 2012/13) and were accrued in the Comprehensive Income and Expenditure Statement.

29 EXTERNAL AUDIT COSTS

The Group has incurred the following costs in relation to the audit of the Statement of Accounts and certification of grant claims and non-audit services provided by the Group's external auditors.

	2012/13 £000	2012/13 £000
Fees payable to KPMG with regard to external audit services for the Police and Crime Commissioner	56	62
Fees payable to KPMG with regard to external audit services for the Chief Constable	30	30
Total Group	86	92

30 GRANT INCOME

The PCC and Group credited the following grants and contributions to the Comprehensive Income and Expenditure Statement in 2013/14

	2013/14 £000	2012/13 RESTATED £000
Credited to Taxation and Non Specific Grant Income		
Precept	80,349	90,138
Principal Grant	189,996	179,315
National Non Domestic Rates	141,746	140,693
Revenue Support Grant	0	2,727
Pensions Top Up Grant	54,237	54,938
Capital Grants	7,080	5,752
Capital Grants NPAS	13,286	9,371
Donated Assets NPAS	10,822	11,031
Total	497,516	493,965
Credited to Services		
Counter Terrorist Unit	23,906	23,228
Council Tax Benefit Grant	14,421	0
Loan Charges Grant	560	532
Police Community Support Officers	0	14,935
Home Office Drug Testing	0	1,623
Incentivisation	2,812	2,195
Precept Freeze Grant	0	2,713
Community Safety	5,292	0
PCSO Partners	4,159	4,194
PFI Grant Income	4,623	0
NPAS Other	3,750	106
Regional Crime	3,604	602
Casualty Reduction	1,360	1,614
Immigration	655	544
Other	3,240	3,256
Total	68,382	55,542

31 RELATED PARTIES

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

The PCC and Group has sound arrangements for internal control and corporate governance (including a scheme of delegation and purchase, contract and procurement regulations) which minimise the potential for a single member or officer to constrain the actions of the PCC and Group, and which seek to ensure that the PCC and Group obtains Value for Money in all transactions.

Relationship with Central Government Departments and other Public Bodies.

Central Government has significant influence over the general operations of the PCC and Group – it is responsible for providing the statutory framework within which the PCC and Group operates, it provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the PCC and Group has with other parties (e.g. Council tax bills). Grants received from government departments are set out in the subjective analysis in Note 30 on reporting for resource allocation decisions.

Other Local Authorities (including Other Police Bodies)

Local Government provides a proportion of the funding for the PCC and Group. The Police and Crime Panel, which is the body that holds the Police and Crime Commissioner to account, is comprised of elected members from each of the Local Authorities in the area, and has specific responsibilities in relation to the Police and Crime Commissioner.

Details of precepts are set out in Note 11. The amounts owing to and from Other Local Authorities at the Balance Sheet date are included in debtors (Note 16) and creditors (Note 18).

Key Management

Key Management personnel within the PCC and Group are also classed as related parties. Key Management are considered to be the PCC, all chief officers, the Chief Executive and other persons having the authority and responsibility for planning, directing and controlling the activities of the PCC and Group, including the oversight of these activities.

The Police and Crime Commissioner is a member of the Association of Police and Crime Commissioners (APCC), the annual subscription paid in the 2013/14 financial year was £0.024m.

The Police and Crime Commissioner is a trustee of the West Yorkshire Police Community Trust which is involved in the reduction of crime through community initiatives. Donations of £0.038m were made to the Trust during 2013/14 (£0.1m in 2012/13).

Senior officers are members of the Association of Chief Police Officers (ACPO) and engage with ACPO on force business. The Assistant Chief Officer, Finance and Business Services, was a Director during 2012/13 but has since resigned. During 2013/14 the PCC and the Group incurred subscriptions and other costs of £0.141m (2012/13 £0.089m).

Remuneration of Senior Management is disclosed in the Remuneration Report.

Transactions with Pension Schemes are set out in Note 36.

32 CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure incurred in the year is shown in the table below, with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the PCC and Group, the expenditure results in an increase in the Capital Financing Requirements (CFR), a measure of the capital expenditure incurred historically by the PCC and Group that has yet to be financed. The CFR is analysed in the second part of this note.

	2013/14 £000	2012/13 RESTATED £000
Opening Capital Financing Requirement	114,980	119,653
Capital investment		
Property, Plant and Equipment	146,279	35,373
Intangible Assets	234	168
Sources of finance		
Capital Receipts	0	(2,170)
Government grants and other contributions	(6,972)	(5,677)
Government grants and other contributions NPAS	(13,286)	(9,371)
Donated Assets NPAS	(10,822)	(11,031)
Sums set aside from revenue:		
Financing from Reserves	0	0
Direct revenue contributions	(10,214)	(7,293)
Minimum revenue provision	(4,671)	(4,672)
Closing Capital Financing Requirement (CFR)	215,528	114,980
Explanation of movements in year		
Increase in underlying need to borrowing (supported)	0	0
Provision for Debt Repayment (MRP)	(4,671)	(4,672)
Assets acquired under PFI contract	105,219	0
Increase in underlying need to borrowing (unsupported)	0	0
Increase/(decrease) in Capital Financing Requirement (CFR)	100,548	(4,672)

33 LEASES

The Code of Practice requires the PCC and Group to disclose its obligations under operating and finance leases, and a statement on the assets it holds and leases out to third parties. A finance lease is one which transfers substantially all the risks and rewards of ownership of the asset to the lessee. If the terms of a lease means that the risks and rewards of ownership remain with the lessor, then the lease is accounted for as an operating lease.

PCC and Group as Lessee**Finance Leases**

The PCC and Group has acquired a number of properties under finance leases. The asset acquired under each lease is carried as Property, Plant and Equipment (PPE) in the Balance Sheet at the following net amounts.

	2013/14 £000	2012/13 RESTATED £000
Land and Buildings (PPE)	2,951	3,148
PFI Infrastructure (PPE)	45,176	0
Total	48,127	3,148

The PCC and Group is committed to making minimum lease payments under the PFI lease comprising settlement of the long-term liability for the interest in the asset acquired by the PCC and Group and finance costs that will be payable in future years while the liability remains outstanding.

In relation to the non PFI lease, a premium was paid at the inception of the lease and therefore no outstanding commitment to make future payments in respect of those leases.

The minimum lease payments in respect of the PFI lease are made up of the following amounts:

	2013/14 £000	2012/13 £000
Finance lease liabilities (net present value of minimum lease payments)		
Current	1,864	0
Non-current	100,816	0
Finance costs payable in future years	119,488	0
Minimum lease payments	222,168	0

The minimum lease payments will be paid over the following periods:

	Minimum Lease Payments		Finance Lease Payments	
	2013/14 £000	2012/13 £000	2013/14 £000	2012/13 £000
Not later than 1 year	9,243	0	1,864	0
Later than one year and not later than five years	36,412	0	8,285	0
Later than five years	176,513	0	92,531	0
Minimum lease payments	222,168	0	102,680	0

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into. In 2013/14 £0 contingent rents were payable by the PCC and Group.

Further information on PFI can be found in Note 35.

Operating Leases

The future minimum lease payments due under non-cancellable leases in future years are:

	2013/14 £000	2012/13 £000
No later than one year	2,072	2,224
Later than one year and not later than five years	5,172	5,994
Later than five years	2,438	4,263
Total	9,682	12,481

The PCC and Group does not act as a lessor.

34 IMPAIRMENT LOSSES

During 2013/14, the PCC and Group has recognised a total impairment loss of £39.0m across a number of properties in its estate including PFI properties revalued upon recognition.

35 PRIVATE FINANCE INITIATIVES**PFI and similar contracts**

The PFI is a source of funding used for long term major projects, involving a private sector entity for constructing or upgrading property used in the provision of a public service, and operating and maintaining that property for a specified period of time.

In May 2012 the former Police Authority entered into a Private Finance Initiative (PFI) scheme to provide three new operational buildings within West Yorkshire. Payment to the contractor, the unitary payment, began in November 2013 with the opening of the first building and commencement of the service. The second building became operational in February 2014, and the final building will become operational in early 2014/15. The contractor will operate and service the buildings for 25 years after which ownership will revert to the Police and Crime Commissioner at nil cost. The unitary payment will be met from revenue and a PFI grant awarded by the Home Office.

Property Plant and equipment

The buildings are recognised on the Group and PCC Balance Sheets. Movements in their value over the year are detailed in the analysis of movements in Property Plant and Equipment in Note 12.

Payments

The Group makes an agreed payment each year which is increased each year by inflation and can be reduced if the contractor fails to meet availability and performance standards in any year but which is otherwise fixed. Payments remaining to be made under the PFI contract at 31 March 2014 (excluding any estimation of inflation and availability/performance deductions) are as follows:

	Service Charge £000	Lifecycle Costs £000	Interest Costs £000	Finance Liability £000	Total Unitary Payment £000
Payments made in the current year	1,448	0	0	105	1,553
Future payments:					
Payable in 14/15	2,543	74	4,946	4,297	11,860
Between 2 to 5 years	9,149	574	28,127	8,285	46,135
Between 6 to 10 years	11,323	1,703	31,383	13,260	57,669
Between 11 to 15 years	11,323	2,190	25,964	18,192	57,669
Between 16 to 20 years	11,323	3,017	18,470	24,860	57,670
Between 21 to 25 years	11,456	1,797	8,164	36,219	57,636
Remaining PFI Payments	57,117	9,355	117,054	105,113	288,639

Although the payments made to the contractor are described as unitary payments, they have been calculated to compensate the contractor for the fair value of the service they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed.

The liability outstanding to be paid to the contractor for capital expenditure incurred is as follows:

	2013/14 £000	2012/13 £000
Balance outstanding at start of year	0	0
Capital expenditure incurred in the year	105,219	0
Payments during the year	(105)	0
Balance Outstanding at year-end	105,114	0
Current liabilities	4,297	0
Long Term Liabilities	100,817	0
Total Liability	105,114	0

36 DEFINED BENEFIT PENSION SCHEMES

PCC and Group

As part of the terms and conditions of employment of its officers and other employees, the Group makes contributions towards the cost of post employment benefits. Although these benefits will not actually be payable until employees retire, the Group has a commitment to make the payments (for those benefits) and to disclose them at the time that employees earn their future entitlement.

The Group participates in three pension schemes administered by:
The West Yorkshire Pension Fund for Staff Pensions, and
Mouchel, for Police Officer Pensions.

The Local Government Pension Scheme for Group Staff employees:

- This is a funded scheme, meaning that the Group and employees pay contributions into a fund, calculated at a level intended to balance the pensions' liabilities with investment assets.

There are two Pension Schemes for Police Officers, which are unfunded schemes:-

- The 1987 Police Pension Scheme for Police Officers (PPS)

This scheme was closed to new recruits from April 2006 when a new scheme was introduced with different contribution rates

- The 2006 New Police Pension Scheme for Police Officers (NPPS).

Both are unfunded schemes meaning that there are no investment assets built up to meet the pensions liabilities, and cash has to be generated to meet actual pensions payments as they eventually fall due.

Following funding changes introduced on 1 April 2006 the Group now pays an employer's pension contribution into the Pension Fund Account in respect of both schemes.

The schemes provide defined benefits to members (retirement lump sums and pensions) related to pay and service.

Transactions Relating to Post-employment Benefits

A detailed explanation of the accounting arrangements for both schemes is set out in the notes to the Pension Fund Account.

The cost of retirement benefits is recognised in the reported Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge the Group is required to make against council tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the Police Fund via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the Police Fund Balance via the Movement in Reserves Statement during the year:

LGPS = Local Government Pension Scheme.

POLICE PS = Police Pension Scheme.

	PCC	GROUP	GROUP	PCC	GROUP	GROUP
	LGPS	LGPS	POLICE PS	LGPS	LGPS	POLICE PS
	£000	£000	£000	£000	£000	£000
RESTATED	2013/14	2013/14	2013/14	2012/13	2012/13	2012/13
COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT						
Cost of Services						
<i>Service cost comprising:</i>						
Current service costs	87	20,679	89,039	287	18,749	78,997
Past service costs	0	76	0	6	360	0
<i>Finance and Investment Income and Expenditure:</i>						
Net interest expense	32	7,677	177,031	118	7,718	175,639
Pension Costs Recognised in the Provision of Services	119	28,432	266,070	410	26,827	254,636
Other Post-employment Benefits charged to the CIES						
<i>Remeasurement of the net defined benefit liability comprising:</i>						
Return on plan assets Actuarial gain/(loss)	0	0	0	0	0	0
Experience (gain)/loss on assets	(9)	(2,138)	(54,241)	(536)	(35,014)	(54,937)
Experience (gain)/loss on liabilities	(80)	(19,036)	0	(8)	(527)	0
Actuarial (gain)/loss on changes in demographic assumptions	(79)	(18,780)	56,278	0	0	39,932
Actuarial (gain)/loss on changes in financial assumptions	(190)	(45,264)	(192,766)	345	22,525	389,393
Pension Costs Recognised in Other Comprehensive Income and Expenditure	(358)	(85,218)	(190,729)	(199)	(13,016)	374,388
Total Pension Costs Recognised in the CIES	(239)	(56,786)	75,341	211	13,811	629,024
MOVEMENT IN RESERVES STATEMENT						
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(119)	(28,432)	(266,070)	(410)	(26,827)	(254,636)
Actual amount charged against the Police Fund Balance for pensions in the year:						
Employers contributions payable to scheme	41	9,835	44,636	155	10,163	44,914
Retirement benefits payable to pensioners	1	188	4,602	3	200	5,521

Reconciliation of the Movements in the Fair Value of Scheme (Plan) Assets

The amount included in the Balance Sheet arising from the Group's obligation in respect of its defined benefits plan is as follows:

	PCC	GROUP	GROUP	PCC	GROUP	GROUP
	LGPS	LGPS	POLICE PS	LGPS	LGPS	POLICE PS
	£000	£000	£000	£000	£000	£000
	2013/14	2013/14	2013/14	2012/13	2012/13	2012/13
Fair value of plan assets	6,348	434,672	0	6,234	407,427	0
Present value of the defined benefit obligation	(8,702)	(540,036)	(4,100,793)	(8,868)	(579,600)	(4,074,690)
Pension asset/(liability) recognised on the Balance Sheet	(2,354)	(105,364)	(4,100,793)	(2,634)	(172,173)	(4,074,690)

Reconciliation of the Movements in the Fair Value of Scheme Assets

	PCC	GROUP	GROUP	PCC	GROUP	GROUP
	LGPS	LGPS	POLICE PS	LGPS	LGPS	POLICE PS
	£000	£000	£000	£000	£000	£000
	2013/14	2013/14	2013/14	2012/13	2012/13	2012/13
Opening fair value of scheme assets	6,234	407,427	0	5,339	348,980	0
Interest income	79	18,889	0	259	16,906	0
<i>Remeasurements gain / (loss)</i>						
The return on plan assets, excluding the amount included in the net interest expense	9	2,138	54,241	536	35,014	54,937
Contributions from employer	41	9,835	49,238	155	10,163	50,435
Contributions from employees into the scheme	25	5,852	23,358	89	5,806	22,143
Benefits paid	(40)	(9,469)	(126,837)	(144)	(9,442)	(127,515)
Closing fair value of scheme assets	6,348	434,672	0	6,234	407,427	0

Reconciliation of Present Value of the Scheme Liabilities (Defined Benefit Obligation)

	PCC	GROUP	GROUP	PCC	GROUP	GROUP
	LGPS	LGPS	POLICE PS	LGPS	LGPS	POLICE PS
	£000	£000	£000	£000	£000	£000
	2013/14	2013/14	2013/14	2012/13	2012/13	2012/13
Opening present value of scheme liabilities	(8,868)	(579,600)	(4,074,690)	(7,921)	(517,705)	(3,496,101)
Current service cost	(87)	(20,679)	(89,039)	(287)	(18,749)	(78,997)
Interest cost	(112)	(26,566)	(177,031)	(377)	(24,624)	(175,639)
Contribution from scheme participants	(25)	(5,852)	(23,358)	(89)	(5,806)	(22,143)
<i>Remeasurement (gain) and loss:</i>						
Actuarial gain/(loss) arising from changes in demographic assumptions	79	18,780	(56,278)	0	0	(39,932)
Actuarial gain/(loss) arising from changes in financial assumptions	190	45,264	192,766	(345)	(22,525)	(389,393)
Actuarial gain/(loss) on liabilities - experience	80	19,036	0	8	527	0
Past service costs	(0)	(76)	0	(6)	(360)	0
Benefits paid	41	9,657	126,837	148	9,642	127,515
Closing present value of scheme liabilities	(8,702)	(540,036)	(4,100,793)	(8,868)	(579,600)	(4,074,690)

Local Government Pension Scheme assets comprised:

	PCC				GROUP			
	2013/14		2012/13		2013/14		2012/13	
	£000	%	£000	%	£000	%	£000	%
Equities	1,380	75.6%	4,420	70.9%	328,612	75.6%	288,866	70.9%
Property	55	3.0%	206	3.3%	13,040	3.0%	13,445	3.3%
Government Bonds	186	10.2%	773	12.4%	44,337	10.2%	50,521	12.4%
Corporate Bonds	100	5.5%	374	6.0%	23,907	5.5%	24,446	6.0%
Cash	49	2.7%	181	2.9%	11,736	2.7%	11,815	2.9%
Other	55	3.0%	281	4.5%	13,040	3.0%	18,334	4.5%
Total Assets	1,826	100.0%	6,234	100.0%	434,672	100.0%	407,427	100.0%

Basis for Estimating Assets and Liabilities

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

The Local Government Pension Scheme was assessed by AON Hewitt, and the Police Pension scheme by Mercers, both independent firms of actuaries. The most recent full actuarial valuations in respect of both schemes were carried out as at 31 March 2014.

The principal assumptions used by the actuaries have been:

	LOCAL GOVERNMENT PENSION SCHEME		POLICE PENSION SCHEME	
	2013/14	2012/13	2013/14	2012/13
<i>Mortality assumptions:</i>				
<i>Longevity at 65 (staff) 60 (officers) for current pensioners:</i>				
Men	22.5	22.1	28.0	27.4
Women	25.4	24.3	30.5	29.7
<i>Longevity at 65 (staff) 60 (officers) for future pensioners:</i>				
Men	24.7	23.9	30.4	29.4
Women	27.7	26.2	33.0	31.7
Rate of Inflation RPI	3.4	3.7		
Rate of Inflation CPI	2.4	2.8	2.4	2.4
Rate of increase in salaries	3.9	4.7	3.9	3.9
Rate of increase in pensions	2.4	2.8	2.4	2.4
Rate for discount rate	4.4	4.6	4.4	4.4

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

Impact on the Defined Benefit Obligation in the Scheme

	PCC		GROUP			
	LOCAL GOVERNMENT PENSION SCHEME		LOCAL GOVERNMENT PENSION SCHEME		POLICE PENSION SCHEME	
	£000		£000		£000	
	2013/14		2013/14		2013/14	
	Increase	Decrease	Increase	Decrease	Increase	Decrease
	in Assumption		in Assumption		in Assumption	
<i>Value of Liabilities:</i>						
With above assumptions	(8,702)	(8,702)	(540,036)	(540,036)	(4,100,793)	(4,100,793)
	+0.1%	-0.1%	+0.1%	-0.1%	+0.1%	-0.1%
Rate for discounting scheme liabilities (increase or decrease by 0.1%)	(2,210)	(2,307)	(526,282)	(549,246)	(4,018,690)	(4,182,896)
Rate for increase in salaries (increase or decrease by 0.1%)	(2,273)	(2,243)	(541,113)	(533,940)	(4,124,035)	(4,077,551)
Rate for increase in pensions (increase or decrease by 0.1%)			(545,608)	(529,848)		
Rate for increase in inflation (increase or decrease by 0.1%)					(4,184,805)	(4,016,781)
Adjustment to mortality age (increase or decrease in 1 year)	+1 year	-1 year	+1 year	-1 year	+1 year	-1 year
	(2,210)	(2,305)	(526,108)	(548,846)	(4,174,066)	(4,027,520)

Impact on the Group's Cash flows

The objectives of the schemes are to keep employers contributions at as constant a rate as possible.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to services after 31 March 2014 (or services after 31 March 2015 for other main existing public service pension schemes in England and Wales). The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The Groups expected contributions to the schemes in 2014/15 is:

Police Pension Scheme £102.224m

Local Government Pension Scheme £10.234m (The PCC's share of the LGPS is approx. 0.4%).

37 CONTINGENT LIABILITIES

PCC and Group

North East Counter Terrorism Unit – Lease of Premises

The Police and Crime Commissioner holds a lease for premises occupied by the North East Counter Terrorism Unit, which is funded by specific grant from the Home Office. Withdrawal of that funding would result in an ongoing liability which would fall on West Yorkshire until such time as the lease could be terminated. At this time it is not possible to predict a value or timing of any obligation falling due.

Special Police Service Charges

Leeds United Football Club were successful in a legal challenge relating to the level of Special Police Services charged for by West Yorkshire Police. An assessment of the amount due to the Club in respect of charges levied since 2009/10 has been paid and was included in the accounts for 2012/13. There has been a subsequent appeal by West Yorkshire Police, the result of which is not yet known nor is the amount which may be due for costs and interest. At this time it is not practical to predict a value or timing of any obligation falling due.

Termination Benefits

A major programme of organisational change has been put in place to meet the challenge of reduced resources resulting from the Government's Spending Review. This focuses on protecting as far as possible frontline services, whilst making significant savings in back and middle office and support functions. There will as a result be a reduction in both police officer and police staff numbers, to be managed predominantly through natural wastage and police staff voluntary redundancies. The Group has included an estimate of the costs of severance in its medium term financial forecast, to enable it to meet the liabilities as they fall due. At this time it is not possible to predict a value or timing of any obligation falling due.

Municipal Mutual Insurance (MMI)

The Group has taken professional advice on the amount to provide for the clawback from MMI, but there is potential for the eventual liability to exceed the amount provided for in the accounts. Note 19 provides further information.

National Police Air Service

West Yorkshire is the lead local policing body and force for the National Police Air Service. The provision of the service is governed by a National Police Collaboration Agreement which provides for all revenue costs incurred to be recovered from service users, including West Yorkshire. NPAS relies entirely upon government funding for the capital investment required to maintain the fleet and generate savings in operating costs. Any additional costs arising for whatever reason, whether change in government policy, additional regulatory requirements or withdrawal of capital funding leading to failure to achieve anticipated savings, should impact on West Yorkshire only to the extent of its own commitment to NPAS. In the unlikely event of this occurring within the next 12 months the extent of West Yorkshire's obligation would be £225k.

Contract Claim

There is currently an ongoing dispute with a contractor that is claiming historical costs against the Force due to a contract dispute a number of years ago. At this time it is not possible to predict the timing of any obligation falling due, the value of the obligation is estimated as £100k.

Pensions Appeal

A case has been referred to the Pensions Ombudsman on the review of ill health pensions for a number of Police Officers. The outcome of the case is not yet known. At this time it is not possible to predict a value or timing of any obligation falling due.

38 NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The PCC and Group's activities expose it to a variety of financial risks.

- **Credit risk** the possibility that other parties might fail to pay amounts due to the PCC and Group;
- **Liquidity risk** the possibility that the PCC and Group might not have funds available to meet its commitments to make payments;
- **Re-financing risk** the possibility that the PCC and Group might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms;
- **Market Risk** the possibility that financial loss might arise for the PCC and Group as a result of changes in such measures as interest rate movements.

Overall procedures for managing risk

The PCC and Group's overall risk management procedures focus on the unpredictability of financial markets, and are structured to implement suitable controls to minimise these risks. The procedures for risk management are set out through a legal framework in the Local Government Act 2003 and associated regulations. These require the PCC and Group to comply with the CIPFA Prudential Code, the CIPFA Code of Practice on Treasury Management in the Public Services and Investment Guidance issued through the Act. Overall, these procedures require the PCC and Group to manage risk in the following ways:

- by formally adopting the requirements of the CIPFA Treasury Management Code of Practice;
- by the adoption of a Treasury Policy Statement and treasury management clauses within its financial regulations/standing orders/constitution;
- by approving annually in advance prudential and treasury indicators for the following three years limiting:
 - The PCC and Group's overall borrowing;
 - Its maximum and minimum exposures to fixed and variable rates;
 - Its maximum and minimum exposures to the maturity structure of its debt;
 - Its maximum annual exposures to investments maturing beyond a year.
- by approving an investment strategy for the forthcoming year setting out its criteria for both investing and selecting investment counterparties in compliance with the Government Guidance.

These are required to be reported and approved at or before the annual budget setting meeting or before the start of the year to which they relate. These items are reported with the annual treasury management strategy which outlines the detailed approach to managing risk in relation to the PCC and Group's financial instrument exposure. Actual performance is also reported regularly to the PCC and the Independent Audit Committee Members.

The annual treasury management strategy which incorporates the prudential indicators was approved by the PCC on 19 March 2013 and is available on the Police and Crime Commissioners website. The key issues within the strategy were:

- The Authorised Limit for the 2013/14 was set at £167m for general borrowing and £126m for PFI. This is the maximum limit of external borrowings or other long term liabilities.
- The Operational Boundary was expected to be £124m for general borrowing and £114m for PFI. This is the expected level of debt and other long term liabilities during the year.
- The maximum amounts of fixed and variable interest rate exposure were set at £5m and £2m based on the PCC and Group's net debt.
- The maximum and minimum exposures to the maturity structure of debt are shown later in this note under refinancing and maturity risk.

The implementation of these policies is delegated to the PCC's Chief Finance Officer, supported by a central Treasury Team employed by Wakefield Metropolitan District Council. The PCC and Group maintains written principles for overall risk management, as well as written policies (Treasury Management Practices – TMPs) covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash. These TMPs are a requirement of the Code of Practice and are reviewed annually.

Credit risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the PCC and Group's customers.

This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poors Credit Ratings Services. The

Annual Investment Strategy also considers maximum amounts and time limits in respect of each financial institution. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above. The full Investment Strategy for 2013/13 was approved by the Police and Crime Commissioner on 19 March 2013 and is available on the PCC's website.

The key areas of the Investment Strategy are that the minimum criteria for investment counterparties include:

- UK Banks or non UK and domiciled in a country with a minimum Sovereign long term rating of AAA from two out of three agencies, provided the third is no lower than AA+ and have, as a minimum, the following Fitch, Moody's and Standard and Poors credit ratings (where rated): Short Term – F1; Long Term – A; Viability Rating/ Financial Strength – Fitch / Moody's only. Non-UK banks BB+/C, Support – 3 (Fitch only)
- Guaranteed banks with suitable Sovereign Support; or where wholesale deposits in banks are covered by a rating of AAA (limited to the amount of the government guarantee);
- The PCC and Group's own banker;
- Building Societies meeting the ratings for banks outlined above;
- Money Market Funds with a long term credit rating of AAA;
- UK Government (The DMADF);
- Local authorities including police, fire, parish and community authorities.

Money limits range from £3m to £5m and time limits from 3 months to 3years, with the maximum total amount invested for longer than 364 days limited to £15m (maximum of £10m in the 2-3 year period).

The PCC and Group's maximum exposure to credit risk in relation to its investments in banks and building societies cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments.

A risk of irrecoverability applies to all of the PCC and Group's deposits, but there was no evidence at the 31 March 2014 that this was likely to crystallise other than for the Icelandic Bank investments detailed below.

Icelandic Banks

In October 2008, the Icelandic Banks Landsbanki, Kaupthing and Glitnir collapsed and the UK subsidiaries of the banks, Heritable and Kaupthing Singer and Friedlander went into administration. The Authority had £3 million each deposited in Landsbanki and Heritable, with varying maturity dates and interest rates as follows:

Bank	Date Invested	Maturity Date	Amount invested £000	Interest Rate	Carrying Value 31.3.14 £000	Total Net Impairment £000
Heritable Bank	11/07/08	12/01/09	3,000	6.20%	0	137
Landsbanki (incl Escrow)	11/01/08	09/01/09	3,000	5.51%	0	118
Total			6,000		0	255

Heritable Bank

Heritable Bank is a UK registered bank under English law. The company was placed in administration on 7 October 2008. The current position on actual payments received and estimated future payouts is as shown in the table below and the PCC and Group has used these estimates to calculate the impairment based on recovering 94.02p in the pound.

The PCC and Group received a 16.73% dividend pay-out in August 2013, bringing the total repayment to 94%. There is no evidence to suggest that there will be any further dividends in

amounts that might be considered material. A total impairment of £0.137m has been charged to the Police Fund, bringing the carrying value of the investment to nil.

LBI hf (formerly Landsbanki Islands hf)

Landsbanki Islands hf is an Icelandic entity. Following steps taken by the Icelandic Government in early October 2008 its domestic assets and liabilities were transferred to a new bank (new Landsbanki) with the management of the affairs of Old Landsbanki being placed in the hands of a resolution committee. The Icelandic Supreme Court decision to grant UK Local Authorities priority status, the winding up board made distributions to creditors in a basket of currencies during February and October 2012.

During 2013/14, the PCC and Group participated in a financial auction and the claim in the Landsbanki was sold. This included the amounts held in Escrow in Iceland.

The investment in Landsbanki, originally anticipated to take up to 2020 to complete, has concluded with a recovery rate of 95.2p in the pound. Following the final pay-out and a total impairment of £0.118m, the carrying value for this investment is nil.

Foreign Exchange Risk

The PCC and Group has foreign exchange risk in relation to Icelandic Deposits. The PCC and Group has foreign exchange exposure resulting from an element of the settlement received from Landsbanki. This is being held in Icelandic Kroner in an escrow account due to the current imposition of currency controls.

Accounting for Impairment

The total impairment (principal plus interest not received) recognised in the Income and Expenditure Statement in 2013/14 was a reduction of £0.019m in the overall impairment. It has been calculated by discounting the assumed cash flows at the effective interest rate of the original deposits in order to recognise the anticipated loss of interest to the PCC and Group bringing the carrying value to nil.

Customers

The PCC and Group does not generally allow credit for its customers, such that all of the £10.915m balance is past its due date for payment. The past due amount can be analysed by age as follows:

	Actual 31 March 2014 £000	Actual 31 March 2013 £000
Less than 3 months	9,904	27,088
Three to six months	13	423
Six months to one year	917	297
More than one year	81	77
Total	10,915	27,885

The experience of default is illustrated by the debts written off during 2013/14 totalling £0.014m (2012/13 £0.024m).

Collateral – during the reporting period the PCC and Group held no collateral as security.

Liquidity Risk

The PCC and Group manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the treasury and investment strategy reports), as well as through a comprehensive cash flow management system, as required by the CIPFA Code of Practice. This seeks to ensure that cash is available when needed.

The PCC and Group has ready access to borrowings from the money markets to cover any day to day cash flow need, and the PWLB and money markets for access to longer term funds. The PCC and Group is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments under financial instruments.

The maturity analysis of financial assets, excluding sums due from customers, is as follows:

	Actual 31 March 2014 £000	Actual 31 March 2013 £000
Less than one year	76,103	39,714
Between one and two years	5,000	5,000
Between two and three years	0	0
More than three years	0	1,162
Total	81,103	45,876

Refinancing and Maturity risk

The PCC and Group maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer-term risk to the PCC and Group relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of longer term financial liabilities and longer term financial assets.

The approved treasury indicator limits for the maturity structure of debt and the limits placed on investments placed for greater than one year in duration are the key parameters used to address this risk. The former Police Authority approved treasury and investment strategies address the main risks and the central treasury team address the operational risks within the approved parameters. This includes:

- monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt; and
- monitoring the maturity profile of investments to ensure sufficient liquidity is available for the PCC and Group's day to day cash flow needs, and the spread of longer term investments provide stability of maturities and returns in relation to the longer term cash flow needs.

The maturity analysis of financial liabilities is as follows, with the maximum and minimum limits for fixed interest rates maturing in each period:

	Approved minimum limits (%)	Approved maximum limits (%)	Actual 31 March 2014 £000	Actual 31 March 2014	Actual 31 March 2013 £000	Actual 31 March 2013
Less than one year	0	25	15,556	15.08%	8,379	8.27%
Between one and two years	0	40	337	0.33%	5307	5.24%
Between two and five years	0	60	1,222	1.18%	1,113	1.10%
Between five and ten years	0	80	12,969	12.57%	12,706	12.55%
More than ten years	0	100	73,052	70.83%	73,761	72.84%
Total			103,136	100.00%	101,266	100.00%

Market Risk

Interest rate risk - The PCC and Group is exposed to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the PCC and Group, for instance, a rise in variable and fixed interest rates would have the following effects:

- Borrowings at variable rates – the interest expense charged to the Surplus or Deficit on the Provision of Services will rise;
- Borrowings at fixed rates – the fair value of the borrowing will fall (no impact on revenue balances);
- Investments at variable rates – the interest income credited to the Surplus or Deficit on the Provision of Services will rise; and
- Investments at fixed rates – the fair value of the assets will fall (no impact on revenue balances).

Borrowings are not carried at fair value on the Balance Sheet, so nominal gains and losses on fixed rate borrowings would not impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services and affect the Police Fund Balance. Movements in the fair value of fixed rate investments that have a quoted market price will be reflected in Other Comprehensive Income and Expenditure.

The PCC and Group has a number of strategies for managing interest rate risk. The annual Treasury Management Strategy draws together the PCC and Group's prudential and treasury indicators and its expected treasury operations, including an expectation of interest rate movements. From this Strategy a treasury indicator is set which provides maximum limits for fixed and variable interest rate exposure. The central treasury team will monitor market and forecast interest rates within the year to adjust exposures appropriately. For instance during periods of falling interest rates, and where economic circumstances make it favourable, fixed rate investments may be taken for longer periods to secure better long term returns, similarly the drawing of longer term fixed rates borrowing would be postponed.

If all interest rates had been 1% higher (with all other variables held constant) the financial effect would be:

	13/14 £000
1% Higher Rates	
Increase in interest payable on variable rate borrowings	0
Decrease in interest receivable on variable rate investments	0
Impact on Surplus or Deficit on the Provision of Service	0
Increase in Government grant receivable for financing costs	0
Decrease in fair value of fixed rate investment assets	305
Impact on Other Comprehensive Income and Expenditure	305
Decrease in fair value of fixed rate borrowings liabilities (no impact on CIES)	15,314

The approximate impact of a 1% fall in interest rates would be as above but with the movements being reversed. These assumptions are based on the same methodology as used in the note – Fair Value of Assets and Liabilities Carried at Amortised Cost.

Other Foreign Exchange Risk

Financial assets worth £0.1m to the PCC and Group are held in a Euro Bank Account, and are subject to exchange rate risk. This amount is not considered material and as such exchange rate hedging has not been considered.

Re-classification / De-regulation

There have been no re-classifications, de-regulations or unusual movements of financial instruments, and the PCC and Group does not give or receive any collateral in respect of the instruments.

39 OTHER BALANCES

The PCC and Group holds monies on behalf of third parties arising from its operational responsibilities. The amounts are included as Creditors on the Balance Sheet and are as follows:

ACCOUNT	01.4.13 Balance £'000	Expenditure in Year £'000	Receipts in Year £'000	31.3.14 Balance £'000	Description of Account
Drug Trafficking Offences Act	(985)	168	(189)	(1,006)	Act empowers Police to retain monies seizes during investigation
Misuse of Drugs Act	65	94	0	159	Monies forfeited and awarded by court to be used to tackle drug related crime
Income Pending Return to Claimants	(556)	144	(212)	(624)	Cash held for third parties e.g. sudden deaths
Proceeds of Crime Act	(4,006)	2,577	(3,290)	(4,719)	Act empowers Police to seize monies and property during investigations
Police Property Act Fund	(282)	137	(13)	(158)	Proceeds from disposal of property in connection with a criminal offence. The money is then donated to local charities
TOTAL	(5,764)	3,120	(3,704)	(6,348)	

40 REGIONAL COLLABORATION - GROUP

The following table and narrative contain information relating to the Group only, they do not include content or reference to PCC single entity statements.

The impact of Regional Collaboration on the Group's Financial Statements for the first 5 months to 31 August 2013 is as follows:

- The Group has made a contribution of £5.0m to support regional working and this is included within Cost of Services in the Comprehensive Income and Expenditure Statement.
- The earmarked regional reserve has been fully utilised during 2013/14.

NET COST OF POLICE SERVICES	TOTAL REGIONAL INCOME AND EXPENDITURE 5 MONTHS TO 31 AUGUST 2013			WYP SHARE FOR REGIONAL INCOME AND EXPENDITURE INCLUDED WITHIN THE NET COST OF SERVICES		
	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
Road Policing	994	(994)	0	427	(86)	341
Specialist Operations	297	(297)	0	88	(18)	70
Intelligence	664	(740)	(76)	285	(65)	220
Investigations	2,083	(2,322)	(239)	894	(202)	692
Investigative Support	9,694	(9,472)	222	4,566	(903)	3,663
	13,732	(13,825)	(93)	6,260	(1,274)	4,986

WEST YORKSHIRE POLICE

PENSION FUND

STATEMENT

OF

ACCOUNTS 2013/14

WEST YORKSHIRE POLICE

PENSION FUND ACCOUNT STATEMENTS

2012/13 £'000		2013/14 £'000
	CONTRIBUTIONS RECEIVABLE	
(44,914)	Employer's Contributions	(43,202)
(1,435)	Early Retirements (Ill Health)	(1,434)
(22,143)	Officers' Contributions	(23,358)
	TRANSFERS IN	
(215)	Individual Transfers In from Other Schemes	(1,119)
35	Other – Inter Force Adjustments 1966 and 1974 Reorganisations	0
(68,672)	TOTAL INCOME RECEIVABLE	(69,113)
	BENEFITS PAYABLE	
95,977	Pensions	100,884
25,347	Commutations and Lump Sum Retirement Benefits	20,934
260	Lump Sum Death Benefits	217
	PAYMENTS TO AND ON ACCOUNT OF LEAVERS	
3	Refunds of Contributions	0
2,023	Individual Transfers Out to Other Schemes	1,315
123,610	TOTAL EXPENDITURE PAYABLE	123,350
54,938	NET AMOUNT PAYABLE FOR THE YEAR	54,237
(54,938)	ADDITIONAL CONTRIBUTION FROM EMPLOYER	(54,237)
0		0

Notes to the Pension Fund Account

2012/13 £'000	NET ASSETS STATEMENT	2013/14 £'000
0	Contributions Due From Employer	0
0	Unpaid Pension Benefits	0
0	Amount Owing From the Police Fund	0
0		0

The Police Pension Scheme in England and Wales

The Pension Fund Accounts have been prepared in accordance with the IFRS Code and on an accruals basis. This means the sums due to or from the Pension Fund are included as they fall due, whether or not the cash has been received or paid. The accounting convention adopted is historic cost.

Each individual Police Force is required, under the Police Pension Fund Regulations 2007, to operate a Pension Fund Account and the amounts that must be paid into and out of the Pension Fund Account are specified by the regulations.

The Fund is administered by the Group which pays an employer's contribution to the Fund. The pensions of all retired officers are paid directly from the Fund.

The pension scheme is unfunded and consequently the Fund has no investment assets. Benefits payable are funded by the contributions from the Group and employees and any difference between benefits payable and contributions receivable is met by top-up grant from the Home Office.

Employees' and employer's contributions to the Fund are based on percentages of pensionable pay set nationally by the Home Office, subject to triennial valuation by the Government Actuary's Department. The accounting policies applicable to the Fund are set out in the Statement of Accounting Policies.

The Net Asset Statement does not include liabilities to pay pensions and other benefits after the balance sheet date, see disclosure Note 36 of the Core Statements about the IAS19 liability.

YORKSHIRE AND
THE HUMBER
REGIONAL COLLABORATION

STATEMENT

OF

ACCOUNTS 2013/14

EXPLANATORY FOREWORD TO THE STATEMENT OF ACCOUNTS

The Group engages in collaborative working in partnership with the Yorkshire and Humber Commissioners / Forces to deliver a number of specific services on a regional basis.

The governance of this regional programme of activity is via the Regional Collaboration Board.

The administration of activities is via the Regional Programme Team with the financial administration of regional budgets being led by West Yorkshire.

Regional collaboration is funded from contributions made by the four regional Police Group's with the level of contribution being dependant upon the assessment of the benefit to be derived from each specific project or initiative.

Where benefit is considered to be equal, contributions are equal with a 25% contribution from each Region. Where benefit is proportionate to size contributions are made in line with each Region's Net Revenue Expenditure (NRE). When all four regional Commissioners and Forces are contributing the NRE percentages are as follows:

West Yorkshire	42.28%
South Yorkshire	25.76%
North Yorkshire	14.13%
Humberside	17.83%

If less than four Commissioners / Forces are contributing the NRE percentages are adjusted on a pro-rata basis.

In accordance with proper accounting practice, the Group has accounted for the regional collaboration arrangement as a Joint Arrangement not an Entity, which means that the following are included within the Group's Financial Statements:

- The contribution made by the Group to regional working
- The assets contributed to regional working by the Group

Accounts are provided for the Regional Collaboration Programme by West Yorkshire, and the expenditure and income charged to the accounts is in accordance with the Financial Regulations and Standing Orders of West Yorkshire Police and Crime Commissioner and Group.

The model for delivery of collaborative functions changed on 31st August 2013 as the result of a decision taken by the Regional Collaboration Board. This moved the delivery model to a Lead Force model where a Force takes full responsibility for the delivery of a collaborative service. These memorandum accounts are prepared for the period up to and including 31st August 2013. From 1st September 2013 all income and expenditure relating to this service is captured in the Group and Chief Constables Service Expenditure Analysis.

YORKSHIRE AND HUMBER REGIONAL COLLABORATION
REVENUE ACCOUNT FOR THE PERIOD
1 APRIL 2013 TO 31 AUGUST 2014

2012/13 £000		5 Months to 31/08/13 £000
	EXPENDITURE	
8,957	Staff Costs	8,799
502	Property Related Expenses	437
2,725	Supplies and Services	4,090
545	Transport Related Expenses	406
12,729		13,732
	INCOME	
1,663	Other Income	2,572
11,197	Contributions	11,253
12,860		13,825
131	(DEFICIT)/SURPLUS IN YEAR	93

CONTRIBUTIONS		£000
4,746	West Yorkshire	4,985
2,790	South Yorkshire	2,869
2,157	Humberside	2,024
1,504	North Yorkshire	1,375
11,197		11,253

Regional Collaboration – Assets Employed

No depreciation or impairment charges have been charged to the Regional Collaboration Income and Expenditure Account.

NPAS

STATEMENT

OF

ACCOUNTS 2013/14

EXPLANATORY FOREWORD TO THE STATEMENT OF ACCOUNTS

During 2012/13 the Group became the lead local policing body for the National Police Air Service (NPAS).

The primary objective of the NPAS project is to deliver a national service that provides the police service with capability from the air that maximises the benefits of air support to the delivery of frontline services, is achieved at lower cost than the current service (which is managed at a local level), is an integrated part of the wider policing strategy and harnesses innovation in the aviation sector for the benefits of policing.

The NPAS service is being rolled out across the country on a phased basis which commenced in October 2012. It is anticipated that the full roll out will be complete during 2014/15.

The service is governed by a section 22a collaborative agreement and is under the control of a Strategic Board made up of Police and Commissioners and Chief Constables from each national region. The board determines the budget and the charging policy, and monitors performance.

The NPAS service is funded from contributions made by the each Policing Body receiving a service.

Accounts are provided to the NPAS Strategic Board, the expenditure and income charged to the accounts is in accordance with the Financial Regulations and Standing Orders of the Police and Crime Commissioner for West Yorkshire.

NPAS

REVENUE ACCOUNT FOR THE PERIOD

1 APRIL 2013 TO 31 MARCH 2014

2012/13 RESTATED £000		2013/14 £000
	EXPENDITURE	
1,559	Staff Costs	6,423
204	Property	965
5,760	Supplies and Services	10,391
2,743	Transport Related Expenses	15,309
10,266		33,088
	INCOME	
5,170	Contributions	27,615
4,808	Other Income	5,473
9,978		33,088
(288)	(DEFICIT)/SURPLUS IN YEAR	0

Movement in Reserves Statement for NPAS

	Police Fund Balance	Total Usable Reserves	Capital Adjustment Account	Pension Reserve	Accumulated Absences Account	Total Unusable Reserves	Total NPAS Reserves
	£000	£000	£000	£000	£000	£000	£000
Balance at 1 April 2013	0	0	21,473	(204)	29	21,298	21,298
Movement in Reserves during 2013/14							
Surplus or (deficit) on the provision of services	18,017	18,017	0	0	0	0	18,017
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	0
Total Comprehensive Income and Expenditure	18,017	18,017	0	0	0	0	18,017
Adjustments between accounting basis & funding basis under regulations (Note 1)	(18,017)	(18,017)	18,776	(723)	(36)	18,017	0
Net Increase/Decrease before Transfers to Earmarked Reserves	0	0	18,776	(723)	(36)	18,017	18,017
Transfers to/from Earmarked Reserves	0	0	0	0	0	0	0
Increase/Decrease in 2013/14	0	0	18,776	(723)	(36)	18,017	18,017
Balance at 31 March 2014 C/fwd	0	0	40,249	(927)	(7)	39,515	39,315

	Police Fund Balance	Total Usable Reserves	Capital Adjustment Account	Pension Reserve	Accumulated Absences Account	Total Unusable Reserves	Total NPAS Reserves
RESTATED	£000	£000	£000	£000	£000	£000	£000
Balance at 1 April 2012	0	0	0	0	0	0	0
Movement in Reserves during 2012/13							
Surplus or (deficit) on the provision of services	21,298	21,298	0	0	0	0	21,298
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	0
Total Comprehensive Income and Expenditure	21,298	21,298	0	0	0	0	21,298
Adjustments between accounting basis & funding basis under regulations (Note 1)	(21,298)	(21,298)	21,473	(204)	29	21,298	0
Net Increase/Decrease before Transfers to Earmarked Reserves	0	0	21,473	(204)	29	21,298	21,298
Transfers to/from Earmarked Reserves	0	0	0	0	0	0	0
Increase/Decrease in 2012/13	0	0	21,473	(204)	29	21,298	21,298
Balance at 31 March 2013 C/fwd	0	0	21,473	(204)	29	21,298	21,298

Comprehensive Income and Expenditure Statement for NPAS

2012/13 RESTATED				2013/14		
Gross Expenditure £000	Gross Income £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000
4,881	(5,776)	(895)	National Policing - NPAS	39,179	(33,088)	6,091
4,881	(5,776)	(895)	Cost of Services	39,179	(33,088)	6,091
	0		Other operating expenditure			0
	0		Financing and investment income and expenditure			0
	(20,403)		Taxation and non-specific grant income			(24,108)
	(21,298)		(Surplus) or Deficit on Provision of Services (Note 2)			(18,017)
	0		(Surplus) or deficit on revaluation of Property, Plant and Equipment			0
	0		(Surplus) or deficit on revaluation of available for sale financial assets			0
	0		Other Comprehensive Income and Expenditure			0
	(21,298)		Total Comprehensive Income and Expenditure			(18,017)

Balance Sheet for NPAS

31 March 2013 £000		Notes	31 March 2014 £000
RESTATED			
21,473	Property, Plant & Equipment	3	40,250
9,371	Long Term Debtor	9	12,227
30,844	Long Term Assets		52,477
549	Inventories	5	756
(504)	Donated Inventories	5	(504)
45	Current Assets		252
(16)	Short Term Creditors	9	(260)
(16)	Current Liabilities		(260)
(9,371)	Long Term Creditors	9	(12,227)
(204)	Other Long Term Liabilities	6	(927)
(9,575)	Long Term Liabilities		(13,154)
21,298	Net Assets		39,315
0	Usable Reserves		0
21,298	Unusable Reserves	6	39,315
21,298	Total Reserves		39,315

Cash Flow Statement for NPAS

2012/13 £000		2013/14 £000
RESTATE (21,473)	Net (surplus) or deficit on the provision of services	(18,017)
19,412	Adjustments to net surplus or deficit on the provision of services for non-cash movements	17,869
0	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities.	0
(2,061)	Net Cash flows from Operating Activities (Note 7)	(148)
2,061	Investing Activities (Note 7)	148
0	Financing Activities	0
(0)	Net Increase or decrease in cash and cash equivalents	0
0	Cash and cash equivalents at the beginning of the reporting period	0
(0)	Cash and cash equivalents at the end of the reporting period	(0)

NOTES TO THE ACCOUNTS

1 ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATION

	Usable Reserves		Unusable Reserves			
	Police Fund Balance	Movement in Usable Reserves	Accumulated Absences Account	Pensions Reserve	Capital Adjustment Account	Movement in Unusable Reserves
The following adjustments are for 2013/14	£'000	£'000	£'000	£'000	£'000	£'000
Capital Adjustment Account:						
Reversal of items debited or credited to the CIES:						
Charges for depreciation and impairment of non-current assets	(5,480)	(5,480)	0	0	5,480	5,480
Accumulated Absences	(36)	(36)	36	0	0	36
Pension Reserve Adjustment	(723)	(723)	0	723	0	723
Capital grants and contributions applied NPAS	13,286	13,286	0	0	(13,286)	(13,286)
Donated Assets NPAS	10,822	10,822	0	0	(10,822)	(10,822)
Amounts written off to the CIES on disposal	0	0	0	0	0	0
Insertion of items not debited or credited to the CIES						0
Statutory provision for the financing of capital investment	0	0	0	0	0	0
Capital expenditure charged against the Police Fund	148	148	0	0	(148)	(148)
Total Adjustments	18,017	18,017	36	723	(18,776)	(18,017)

	Usable Reserves		Unusable Reserves			
	Police Fund Balance	Movement in Usable Reserves	Accumulated Absences Account	Accumulated Absences Account	Capital Adjustment Account	Movement in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000	£'000
The following adjustments are for 2012/13						
RESTATED						
Capital Adjustment Account:						
Reversal of items debited or credited to the CIES:						
Charges for depreciation and impairment of non-current assets	(990)	(990)	0	0	990	990
Accumulated Absences	29	29	(29)	0	0	(29)
Pension Reserve Adjustment	(204)	(204)	0	204	0	204
Capital grants and contributions applied NPAS	9,371	9,371	0	0	(9,371)	(9,371)
Donated Assets NPAS	11,031	11,031	0	0	(11,031)	(11,031)
Amounts written off to the CIES on disposal	0	0	0	0	0	0
Insertion of items not debited or credited to the CIES						
Statutory provision for the financing of capital investment	0	0	0	0	0	0
Capital expenditure charged against the Police Fund	2,061	2,061	0	0	(2,061)	(2,061)
Total Adjustments	21,298	21,298	(29)	204	(21,473)	(21,298)

2 TAXATION AND NON SPECIFIC GRANT INCOME

2012/13 RESTATED £000		2013/14 £000
(9,371)	Council tax income:	
(11,031)	Capital grants and contributions NPAS	(13,286)
	Donated Assets NPAS	(10,822)
(21,196)	Total	(24,108)

3 PROPERTY PLANT AND EQUIPMENT

Movements in 2013/14	NPAS Helicopters £'000	NPAS Equipment £'000	Total Property, Plant and Equipment £'000
Cost or Valuation			
At 1 April 2013	18,752	3,712	22,464
Additions	23,331	925	24,256
De-recognition - disposals	0	0	0
At 31 March 2014	42,083	4,637	46,720
Accumulated Depreciation and Impairment			
At 1 April 2013	(810)	(180)	(990)
Depreciation charge	(4,951)	(529)	(5,480)
Impairment losses/(reversals) recognised in the CIES	0	0	0
De-recognition - disposals	0	0	0
At 31 March 2014	(5,761)	(709)	(6,470)
Net Book Value			
At 31 March 2014	36,322	3,928	40,250
At 31 March 2013	17,942	3,532	21,474

	NPAS Helicopters	NPAS Equipment	Total Property, Plant and Equipment
	£'000	£'000	£'000
Movements in 2012/13			
RESTATED			
Cost or Valuation			
At 1 April 2012	0	0	0
Additions	18,752	3,712	22,464
De-recognition - disposals	0	0	0
At 31 March 2013	18,752	3,712	22,464
Accumulated Depreciation and Impairment			
At 1 April 2012	0	0	0
Depreciation charge	(810)	(180)	(990)
Impairment losses/(reversals) recognised in the CIES	0	0	0
De-recognition - disposals	0	0	0
At 31 March 2013	(810)	(180)	(990)
Net Book Value			
At 31 March 2013	17,942	3,532	21,474
At 31 March 2012	0	0	0

Statement of Physical Assets:

	31 March 2014	31 March 2013
Helicopters	25	13

4 LEASES

Operating Leases

NPAS has 1 leased property. The future minimum lease payments due in future years are detailed below.

	2013/14 £000	2012/13 £000
No later than one year	33	33
Later than one year and not later than five years	83	116
Later than five years	0	0
Total	116	149

5 INVENTORIES

2013/14	Opening Balance £000	Purchases £000	Expense in Year £000	Write Offs £000	Closing Balance £000
NPAS Spare Parts	504	1,667	(1,667)	0	504
NPAS Fuel	45	2,727	(2,520)	0	252
	549	4,394	(4,187)	0	756

2012/13	Opening Balance £000	Purchases £000	Expense in Year £000	Write Offs £000	Closing Balance £000
NPAS Spare Parts	0	504	0	0	504
NPAS Fuel	0	45	0	0	45
	0	549	0	0	549

6 UNUSABLE RESERVES

2012/13 RESTATED £000	Capital Adjustment Account NPAS	2013/14 £000
0	Balance at 1 April	21,473
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
(990)	Charges for depreciation and impairment of non-current assets	(5,480)
(990)		15,993
0	Adjusting amounts written out of the Revaluation Reserve	0
(990)	Net written out amount of the cost of non-current assets consumed in the year	15,993
	Capital financing applied in the year:	
9,371	Capital grants and contributions credited to the CIES that have been applied to capital financing	13,286
11,031	Donated NPAS Assets	10,822
2,061	Capital expenditure charged against the Police Fund Balance	148
22,463		24,256
21,473	Balance at 31 March	40,249

2012/13 RESTATED £000	Accumulated Absences Adjustment Account NPAS	2013/14 £000
0	Balance at 1 April	29
0	Settlement or cancellation of accrual made at the end of the preceding year	(29)
29	Amounts accrued at the end of the current year	(7)
29	Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(36)
29	Balance at 31 March	(7)

2012/13 RESTATED £000	Pensions Reserve NPAS	2013/14 £000
0	Balance at 1 April	(204)
0	Actuarial gains or losses on pensions assets and liabilities	0
(204)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the CIES	(1,318)
0	Employer's pensions contributions and direct payments to pensioners payable in the year	595
(204)	Balance at 31 March	(927)

7 NOTES TO THE CASHFLOW STATEMENT**CASH FLOW STATEMENT - OPERATING ACTIVITIES**

2012/13 RESTATED £000		2013/14 £000
21,298	Surplus / (Deficit) for the year	18,017
990	Depreciation and impairment of fixed assets	5,480
(9,371)	Capital & Grant Contribution NPAS	(13,286)
(11,031)	Donated Assets NPAS	(10,822)
(45)	(Increase) / decrease in stock	(208)
204	Pensions	723
16	Increase / (Decrease) in creditors	244
2,061	Net cash flows from operating activities	148

CASH FLOW STATEMENT - INVESTING ACTIVITIES

2012/13 RESTATED £000		2013/14 £000
22,463	Purchase of property, plant and equipment, investment property and intangible assets	24,256
0	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	0
(9,371)	Capital Grants NPAS	(13,286)
(11,031)	Donated Assets NPAS	(10,822)
2,061	Net cash flows from investing activities	148

8 CAPITAL EXPENDITURE AND CAPITAL FINANCING

2012/13 RESTATED £000		2013/14 £000
0	Opening Capital Financing Requirement	0
	Capital investment	
22,463	Property, Plant and Equipment	24,256
	Sources of finance	
0	Capital Receipts	0
(9,371)	Government grants and other contributions NPAS	(13,286)
(11,031)	Donated Assets NPAS	(10,822)
	Sums set aside from revenue:	
(2,061)	Direct revenue contributions	(148)
0	Minimum revenue provision	0
0	Closing Capital Financing Requirement (CFR)	0
	Explanation of movements in year	
0	Increase in underlying need to borrowing (supported)	0
0	Provision for Debt Repayment (MRP)	0
0	Increase in underlying need to borrowing (unsupported)	0
0	Increase/(decrease) in Capital Financing Requirement (CFR)	0

9 DEBTORS & CREDITORS**SHORT TERM CREDITORS**

2012/13 £000		2013/14 £000
16	Other entities and individuals	260
16	Total	260

LONG TERM DEBTORS

2012/13 £000		2013/14 £000
	Long term creditor for future receipts to fund the purchase of Airframes from other PCC's	
4,937	Later than one year and not later than five years	3,993
3,949	Later than five year and not later than ten years	7,979
485	Later than ten years	255
9,371	Total	12,227

LONG TERM CREDITORS

2012/13 £000		2013/14 £000
	Long term creditor for future payments of Airframes to other PCC's	
4,937	Later than one year and not later than five years	3,993
3,949	Later than five year and not later than ten years	7,979
485	Later than ten years	255
9,371	Total	12,227

ANNUAL GOVERNANCE STATEMENT FOR THE POLICE AND CRIME COMMISSIONER FOR WEST YORKSHIRE AND GROUP

This annual governance statement reflects both the governance framework put in place for the Police and Crime Commissioner (PCC) for the year ended 31 March 2014, including plans for the financial year 2014/15.

1. SCOPE OF RESPONSIBILITIES

The PCC for West Yorkshire is responsible for ensuring that business is conducted in accordance with the law and proper standards, and that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. The PCC also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the PCC is also responsible for putting in place proper arrangements for the governance of the group's affairs and facilitating the exercise of its functions. This includes ensuring that a sound system of internal control is maintained through the year and that arrangements are in place for the management of risk. In exercising this responsibility, the PCC places reliance on the Chief Constable to support the governance and risk management processes.

The PCC is currently reviewing the code of corporate governance to ensure it reflects the new governance arrangements. The revised code will be consistent with the principles of the CIPFA/SOLACE Framework: Delivering Good Governance in Local Government. A copy will be made available on the website at www.westyorkshire-pcc.gov.uk or one can be obtained from the Chief Executive, Ploughland House, 62 George Street, Wakefield, WF1 1DL.

This statement explains how the PCC has complied with the principles of the code and also meets the requirements of regulation 4 of the Accounts and Audit (England) Regulations 2011 in relation to the publication of an annual governance statement.

In drafting the PCC Annual Governance Statement reliance has been placed on the governance processes within West Yorkshire Police (WYP), as reflected in the WYP Annual Governance Statement which is published alongside the accounts of the Chief Constable.

2. THE PURPOSE OF THE GOVERNANCE FRAMEWORK

The governance framework comprises the systems and processes, and culture and values by which the PCC Group is directed and controlled and the activities through which it accounts to and engages with the community. The framework enables the PCC to monitor the achievement of Group strategic objectives and to consider whether these objectives have led to the delivery of appropriate, cost effective services, including achieving value for money. The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable and foreseeable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the PCC's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them effectively, efficiently and economically.

3. THE GOVERNANCE FRAMEWORK

The key elements that comprise the governance arrangements that have been put in place for the PCC and WYP include:

Identifying and communicating the Police and Crime Commissioner's vision of his purpose and intended outcomes for citizens and service users as set out in his refreshed Police and Crime Plan.

The PCC made his commitments for policing clear in his election pledges and has set out further commitments in his revised Police and Crime Plan 2014-2018 which sets out a strategic vision for policing, community safety and joint working with the wider criminal justice system across West Yorkshire over the next five years. In doing so he has had regard to the Strategic Policing Requirement and the plan was developed in close consultation with the public of West Yorkshire as well as a wide range of key stakeholders and partners.

The PCC has formed a Partnership Executive Group (PEG)¹ with a membership at strategic level from policing, community safety, the wider criminal justice system, victims and third sector organisations. The PEG plays a key role in developing this strategic vision and the Police and Crime Panel (PCP) were also rightly consulted on the Plan.

The Police and Crime Plan is based on the PCC's Community Outcomes Framework, a shared vision with partners, and has the overall aim of ensuring that communities in West Yorkshire are safer and feel safer. Local priorities have been set in consultation with individuals and organisations and community safety partnerships which sit within the Plan.

The Plan has been communicated widely via media (including social media such as Facebook, Twitter, You Tube), existing contacts and events and groups attended by the PCC or PCC representatives.

Reviewing the PCC's vision and strategy and its implications for governance arrangements

The Partnership Executive Group (PEG) is consulted around the delivery of the Police and Crime Plan and the group provides the steer for this. Reviewing and renewing the vision and strategy as set out in the Police and Crime Plan will be ongoing as the PCC continues to consult with the Partnership Executive Group but also with a wide range of partners delivering on the ground, community groups and projects, public engagement and consultation events conducted by the PCC but also the Office of the PCC (OPCC).

The partnership structure is now well established with regular meetings held, terms of reference agreed and decision making taking place to support the delivery of the Police and Crime Plan.

The Partnership Executive Group (PEG) receives quarterly updates from the West Yorkshire Community Safety Forum, Third Sector Advisory Group and the Delivery Group sub-group.

There are regular strategic planning days with the Chief Officer Team (COT) to look at how WYP can best deliver on the priorities in the Plan. A project was established under the strategic direction of the PCC and the Chief Constable to look at Stage 2 Transfer and how the future employment and direction and control of police staff can best serve the interests of the people of West Yorkshire. This is now in the final stages of implementation.

¹The PEG is made up of representatives from the following: AWAY (Association of West Yorkshire Authorities); Community Safety Partnerships; Crown Prosecution Service; Joint Independent Audit Committee; Local Authorities; Local Criminal Justice Board; NHS England; Police and Crime Commissioner; Police and Crime Panel; Prison Service; Public Health; Victim Support; Voluntary Action Leeds on behalf of Third Sector organisations in West Yorkshire; West Yorkshire Fire & Rescue Authority; West Yorkshire Police; West Yorkshire Probation Trust; Youth Offending Teams.

This will all be done in consultation with the Police and Crime Panel and appropriate Stakeholders, for example, the Unions and Staff Associations.

Monitoring performance against operational, financial and other strategic plans

The PCC monitors performance and delivery of police and crime plan outcomes at a monthly Accountability Meeting, which comprises all senior leaders in the force. The PCC also holds the Chief Constable to account at Community Outcomes Meetings (COM). These are now held formally every week and are reported publicly via the website.

A performance management framework has been established by the OPCC, which includes monthly and quarterly reporting on indicators, commitments and wider relevant information. The police force now presents a performance report to a Community Outcomes Meeting (COM) once a quarter, allowing the PCC to challenge performance and ask key questions based not only on the force report but on issues identified through the wider scanning by the OPCC.

National and Regional Performance

West Yorkshire is the lead local policing body and force for the National Police Air Service (NPAS). The primary objective of the NPAS project is to deliver a national service that provides the police service with capability from the air that maximises the benefits of air support to the delivery of frontline services, is achieved at lower cost than the current service (which is managed at a local level), is an integrated part of the wider policing strategy and harnesses innovation in the aviation sector for the benefits of policing.

The PCC has established a Local Strategic Board which meets quarterly. Performance is scrutinised at these meetings along with progress to date, the development of the service and the consideration of other relevant information. A National Strategic Board also meets quarterly and provides governance, oversight and strategic direction on behalf of all Policing Bodies using the service. The West Yorkshire PCC chairs this Board.

The PCC also engages in collaborative working in partnership with the Yorkshire and Humber Policing Bodies to deliver a number of specific services on a regional basis. The activities are undertaken under the joint control of the regional PCCs.

Regional collaboration is funded from contributions made by the four PCCs with the level of contribution being dependent upon the assessment of the benefit to be derived from each specific project or initiative.

The PCC is a member of the Regional Collaboration Board, the members of which jointly manage Regional performance, delivery and benefits realisation.

Measuring the quality of services for users, to ensure that they are delivered in accordance with the Police and Crime Commissioner's objectives and represent best use of resources

The PCC manages a comprehensive survey programme that produces reliable and independent information at a neighbourhood level to assess public satisfaction with policing and to understand local priorities and concerns.

For the financial year of 2013/14 16,342 completed questionnaires were returned from members of the public. This represents a 15% response rate.

In addition to this, the Listening to You First survey was undertaken in November 2013, which looked at local priorities, experiences of being a victim and feelings of safety. 1,144 responses were received and these results fed into the Police and Crime Plan and budget setting process. There are plans to repeat a similar exercise later in the year.

Consultation around feelings of safety and local safety concerns is also undertaken at a wide range of events across West Yorkshire. Over the last year the PCC has visited 180 community groups and neighbourhood policing areas and met with 201 partner organisations to better understand local policing and community safety needs to inform the work of the OPCC and partners in making sure our communities are safer and feel safer.

Staff in the OPCC, with the PCC, also engage regularly in our communities and have attended major events such as Bradford, Leeds and Wakefield Prides, Pudsey Carnival, Beeston Festival, Harold Park Gala, the Emergency Services Open Day and Great Horton Community Festival.

To keep communities informed of the decisions that may affect them the OPCC is active on social media, communicating via Twitter and Facebook and through an electronic newsletter. People are encouraged to put forward their views via the website, Facebook and on Twitter.

A Casework team handles the majority of daily contact with the Office of the Police and Crime Commissioner, which amounts to around 100 new cases a month. Specialist software assists with effective case management and reporting in order to identify common issues that members of the public are raising with the office.

An additional avenue for people to raise issues with the PCC is via monthly surgeries. These are held in various locations across West Yorkshire offering appointments for constituents to have face-to-face discussion with the Police and Crime Commissioner as well as additional appointments at the office.

Risk Management Processes

The OPCC maintains its own risk register which focuses on key risks associated with delivery of the Police and Crime Plan, and the working of the Office. The PCC also maintains strategic oversight of risk management arrangements in force through attendance at the Risk Management Group chaired by the Deputy Chief Constable and via reports to the Joint Independent Audit Committee.

Wherever possible the PCC and WYP Risk Management strategy and processes have been aligned. Although the risk registers remain separate a consistent approach to the scoring and prioritising of risks has been agreed. In order to further embed risk management processes within the OPCC the strategic risk register for the PCC is now reported quarterly to the OPCC Executive Leadership Team. Risk and insurance are closely linked, and insurance policies arranged where appropriate.

The OPCC is currently in the process of developing an assurance framework document which will feed into the risk management process and assist with monitoring the overall governance arrangements.

Defining and documenting the roles and responsibilities of the Police and Crime Commissioner and WYP and its senior officers, setting out clear delegation arrangements and protocols for effective communication, and arrangements for challenging and scrutinising WYP activity

The PCC's Scheme of Delegation, Financial Regulations and Contract Regulations have been developed in accordance with the Home Office Financial Management Code of Practice to enable effective accountability and govern the relationship between the PCC and WYP. There is a decision making framework which ensures that all decisions by the PCC are published and available for public scrutiny. The Chief Constable also has a Scheme of Delegation for his officers which is consistent with the framework set by the PCC.

Developing, communicating and embedding codes of conduct, defining the standards of behaviour for members, officers and staff

There is an officer code of conduct which was reviewed as part of the preparations for transition to the new governance framework. In line with legislative changes the Monitoring Officer for the PCC is the Chief Executive and Solicitor who chairs the Good Governance Group. The PCC and CC have adopted a joint business interests and voluntary working policy.

Reviewing and updating standing orders and supporting documentation, which clearly define how decisions are taken and processes and controls required to manage risk.

The PCC's Scheme of Delegation and Financial regulations, incorporating Contract Standing Orders are regularly reviewed. They are currently being updated to reflect the changes brought about by the Stage 2 transfer. A memorandum of understanding is being developed in relation to working arrangements by shared services staff. A review of shared services governance arrangements is commencing in the near future.

The Risk Management policy is in the process of being updated to reflect the needs of each separate organisation under stage two.

Undertaking the core functions of an Audit Committee

The Joint Independent Audit Committee undertakes the core functions of an Audit Committee, and in line with CIPFA guidance considers issues in relation to internal control, risk management and Treasury Management. The Committee receives regular reports from both internal and external audit.

It provides independent assurance to both the PCC and the Chief Constable on the adequacy of the corporate governance and risk management arrangements and the associated control environment.

Ensuring compliance with relevant laws and regulations, internal policies and procedures, and that expenditure is lawful.

The PCC has a duty to ensure that the Group acts in accordance with the law and associated regulations. The Monitoring Officer and Chief Finance Officer have statutory responsibilities in this regard, and Internal Audit provides an assurance function and an annual independent objective opinion on the control environment, comprising risk management, internal control and governance.

All decision notices taken to the PCC include an analysis of any legal implications. Decisions made by the PCC are published on the website.

Whistleblowing and receiving and investigating complaints from the public and handling citizen and other redress

A confidential reporting policy is in place to enable officers and staff to report any concerns about malpractice or unlawful actions without fear of recrimination.

The PCC has made a commitment to putting things right and has a range of policies in order to deal with public complaints. Further resources are being devoted to case work and complaint handling with the creation of specific email addresses and briefing and decision templates to record the action taken by the PCC. Public surgeries are arranged on a monthly basis where individuals can make an appointment to raise issues with the PCC.

Complaint handling in WYP is monitored in regular meetings between the Chief Executive and the Head of Professional Standards Department or the Independent Police Complaints

Commissioner (IPCC). Specific case work or complaint matters are raised in Community Outcomes Meetings between the PCC and the Chief Constable as are trends and statistical data down to district level. Internal Audit continues to dip-sample complaint files and the PCC is represented on the Independent Advisory Group for the Professional Standards Department.

Matters which are contentious, repercussive or novel are required to be notified to the Police and Crime Commissioner as part of his Scheme of Consent and any material matters are raised in quarterly meetings of the PCC's Good Governance Group chaired by the Chief Executive.

Determining the conditions of employment and remuneration of officers and staff

There are national terms and conditions for police officers, and an approved job evaluation scheme is in place for police staff based upon role profiles for each post. Regular strategic and local consultation is undertaken with staff associations and trade unions.

The PCC has made a commitment to observe the provisions of the trade unions' Police Staff Employment Charter and has received an assurance from the Chief Constable that, as the new employer of police civilian staff, he will observe a similar scheme.

Identifying the development needs of members and officers in relation to their strategic roles, supported by appropriate training

There is a performance development review process in place which sets objectives and identifies training needs.

A programme of activity took place in advance of the transition to the new governance arrangements, including the development by staff of what is now the OPCC of a framework in conjunction with Skills for Justice, using National Occupational Standards and based on the functions required by the OPCC in supporting the PCC to fulfil his role and responsibilities, supported by identification of personal qualities required of officers at different levels.

Members of the Joint Independent Audit Committee undertake development on a regular basis appropriate to their role.

Establishing clear channels of communication with all sections of the community and other stakeholders, ensuring accountability and encouraging open consultation

The PCC launched the 'Listening to You First' consultation in the first week of taking office and repeated again in November 2013 to properly understand the needs and priorities of all people across West Yorkshire. This was a wide ranging consultation that included a survey sent to existing contacts, community groups and key stakeholders. It was also promoted via media and social media sources. Stakeholder roundtable events have been held in each of the districts and a conference on hate crime.

The PCC intends to build on his web and social media based consultation and has set up a Youth Advisory Group as he committed to during the election campaign and again in the Police and Crime Plan. The PCC continues to be public facing and engage with all sections of the community, partners and stakeholders to make sure that he is accountable day to day to the people he serves and continues to consult regularly and meaningfully with the people of West Yorkshire.

The Deputy PCC has direct oversight of external affairs including communication and stakeholder engagement.

Incorporating good governance arrangements in respect of partnerships and other group working, and reflecting these in the Police and Crime Commissioner's overall governance arrangements

A key strength of the PCCs planning is the engagement of a wide range of partners, stakeholders and members of the public in setting his strategic direction. During the year the PCC has held a number of partnership events to assist both statutory and voluntary sector organisations in adapting to the new ways of working.

The PCC agreed to continue the good practice by involving a wide range of partners and members of the public in the refresh of his Police and Crime Plan. The Listening to You campaign began in November 2013 and was completed prior to publication. The findings from discussions, stakeholder events and survey findings complemented a strategic need analysis to inform the refresh of the Police and Crime Plan for West Yorkshire which was published on 7 May 2014.

The Police and Crime Panel both supports the work of the PCC and provides scrutiny on the delivery of the Police and Crime Plan on behalf of the people of West Yorkshire.

The Panel has a number of key statutory functions:

- to review and provide a report on the Annual Report and the Police and Crime Plan;
- to hold Confirmation Hearings for the posts of Deputy Police and Crime Commissioner, Chief Executive and Chief Finance Officer
- to agree the appointment of Chief Constable (with the power to veto)
- to agree the precept (with the power to veto)

In its first full financial year the Police and Crime Panel held a Confirmation Hearing on the appointment of Deputy Police and Crime Commissioner, agreed to the PCCs precept proposals, and reviewed the draft Police and Crime Plan providing supportive feedback in the report to the Police and Crime Commissioner.

Role of the Chief Financial Officer in Local Government

CIPFA has published a "Statement of the Role of the Chief Financial Officer in Local Government" which describes the role and responsibilities of the CFO and sets out five key principles that define the core activities and behaviours that underpin the role, and the organisational arrangements required to support them. There is an expectation that authorities will comply with the statement or explain their reasons for not doing so.

The five key principles are that the CFO:

- Is a key member of the Leadership Team, helping it to develop and implement strategy and to resource and deliver the authority's strategic objectives sustainably and in the public interest
- Must be actively involved in, and able to bring influence to bear on, all material business decisions to ensure immediate and longer term implications, opportunities and risks are fully considered, and alignment with the authority's overall financial strategy
- Must lead the promotion and delivery by the whole authority of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively
- Must lead and direct a finance function that is resourced to be fit for purpose
- Must be professionally qualified and suitably experienced.

The Chief Finance Officer undertakes the role of CFO in accordance with the arrangements detailed in the Home Office Financial Management Code of Practice, and in compliance with the CIPFA statement.

Review of Effectiveness

The PCC has responsibility for conducting, at least annually, a review of the effectiveness of the governance framework, including the system of internal audit and the system of internal control. These reviews are informed by the work of internal audit and also managers within the OPCC who have the responsibility for the development and maintenance of the governance environment. In addition comments made by the external auditors and other review agencies and inspectorates have informed this review.

The roles and processes applied in maintaining and reviewing the effectiveness of the governance framework are outlined below:

The PCC has overall responsibility for the discharge of all the powers and duties placed upon him and has a statutory duty 'to maintain an efficient and effective police force'. The Joint Independent Audit considers the adequacy of the governance framework, referring matters to the PCC and/or Chief Constable as appropriate.

The Chief Constable has responsibility for conducting a review of the effectiveness of the governance framework within WYP at least annually. This review is informed by the work of the Assistant Chief Officer (Finance and Business Services), the Head of Risk and Insurance and managers within the WYP who have responsibility for the development and maintenance of the governance environment. In preparing the Annual Governance Statement for 2013/14 the PCC has placed reliance on this review and the Annual Governance Statement of the WYP.

Complaints against the PCC are the responsibility of the Police and Crime Panel for West Yorkshire or, in the case of serious (i.e. allegations of a criminal nature) are under the jurisdiction of the Independent Police Complaints Commission (IPCC).

Internal Audit provided an independent opinion on the adequacy and effectiveness of the system of internal control and concluded that reasonable assurance can be given regarding the overall internal control environment but with limited assurance in some key areas.

In summary the most significant area of concern identified by Internal Audit during 2013/14 related to evidential property. This is an area which has caused concern over a number of years, and was regularly reported upon to the former WYPA Audit and Risk Committee, and more recently to the Joint Independent Audit Committee.

Internal Audit has been provided with assurances that weaknesses in the system and/or its operation are being addressed. The Internal Audit team are currently liaising with the force regarding the management of all types of property as part of a Programme of Change review. This should ensure that necessary process and cultural changes are made in relation to the handling of property. Internal Audit work in this area is included in the 2014/15 audit plan.

In the Annual Audit Letter for 2012/13, the external auditor reported that he had issued an unqualified opinion on the Statement of Accounts and an unqualified conclusion on the Authority's arrangements for securing economy, efficiency and effectiveness in use of resources. He also reported that he had not identified any significant weaknesses in the Authority's internal control arrangements.

Significant Governance Issues

Significant governance issues are defined as

- An issue which has prevented or seriously prejudiced achievement of a principal objective
- An issue where additional funding has had to be sought in order to resolve it
- An issue which has resulted in a material impact on the accounts
- An issue which the Head of Audit and Risk has specifically highlighted in the annual audit opinion

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- An issue which has attracted significant public interest and has damaged the reputation of the PCC and/or WYP
 - An issue which has resulted in formal action being taken by the Chief Finance Officer and/or the Monitoring Officer.

In the face of a need to increase public confidence and trust in the governance and oversight of ethical and integrity issues, arising from internal and external scrutiny of policing activity, the during 2013 the PCC instigated a strategic review of the arrangements for, and approach to, handling complaints and conduct matters within the WYP and the extent to which they support the West Yorkshire Police and Crime Plan 2013-2018.

The outcome of the review is available at <http://www.westyorkshire-pcc.gov.uk/putting-things-right>.

Catherine Crawford, former Chief Executive of the Metropolitan Police Authority and the Mayor's Office for Policing and Crime, was asked to undertake this review and has made a number of observations of ways to improve public trust and confidence in the handling of police complaints, and this has been further refined by work undertaken recently by IPCC. Work is ongoing, in conjunction with the Chief Constable, to develop and implement changes to the way that complaints are dealt with. This is supported by a review of the capability and capacity of West Yorkshire professional standards functions, to be undertaken by HMI and a research project, to be undertaken by the University of Sheffield, into the implementation of the new code of ethics in police forces in Yorkshire and the Humber. The Chief Executive has also met with the Police Investigations and Review Commissioner for Scotland and the Lord Advocate to better understand the lessons that can be learned across jurisdictions. He also sits on the Police Advisory Board of England and Wales Chief Officer Disciplinary Subcommittee and two Home Office boards which are reviewing the legislation governing police conduct procedures. The Chief Executive has also contributed to a training programme for newly-appointed PSD officers and staff in order to improve awareness of the role of the PCC in relation to conduct and complaints matters and the context of handling complaints and conduct matters in light of the Crawford Review.

The extent of organisational change required to achieve the significant forecast budget reductions required means that the PCC and WYP will continue to face an environment of increased uncertainty and risk.

This will be closely monitored by the PCC and the Chief Constable, who will continuously review the adequacy and effectiveness of the evolving governance arrangements and ensure that any improvements identified are implemented.

Signed

Mark Burns Williamson
PCC for West Yorkshire

Fraser Sampson
Chief Executive and Solicitor

GLOSSARY OF TERMS

Accounting Policies

Those principles, bases, conventions, rules and practices applied by an entity that specify how the effects of transactions and other events are to be reflected in its financial statements through:

- Recognising
- Selecting measurement bases for and
- Presenting

Assets, liabilities, gains, losses and changes to reserves.

Accounting policies do not include estimation techniques.

Accounting policies define the process whereby transactions and other events are reflected in financial statements. For example, an accounting policy for a particular type of expenditure may specify whether an asset or a loss is to be recognised; the basis on which it is to be measured; and where in the revenue account or Balance Sheet it is to be presented.

Actuarial Gains and Losses

For a defined benefit pension scheme, the changes in actuarial deficits or surpluses that arise because:

- (a) events have not coincided with the actuarial assumptions made for the last valuation (experience gains or losses), or
- (b) the actuarial assumptions have changed.

Agency Services

Services which are performed by or for another local policing body or public body, where the agent is reimbursed for the cost of work done.

Appropriations

Amounts transferred to or from revenue or capital reserves.

Budget

A statement of the PCC's plans in financial terms. A budget is prepared and approved by the PCC prior to the start of each financial year.

Capital Expenditure

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

Capital Receipts

Proceeds from the sale of an asset, which may be used to finance new capital expenditure or to repay outstanding loan debts as laid down within rules set by Central Government.

Chief Constable (CC)

The Chief Constable is a separate corporation sole, which was established on 22 November 2012 under the Police Reform and Social Responsibility Act 2011.

CIPFA

The Chartered Institute of Public Finance and Accountancy. This is the main professional body for accountants working in the public services.

Commuted Lump Sums

These are the amounts paid to officers when they retire, if they choose to have a lower pension.

Contingent Liabilities

A contingent liability is either:

- (a) a possible obligation arising from the past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the PCC's control, or
- (b) a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

Corporate and Democratic Core

The represent the cost of delivering public accountability and representation in policy making and meeting our legal responsibilities.

Creditors

Amounts owed by the PCC Group for work done, goods received or services rendered which have not been paid for by the end of the financial year.

Current Service Cost (Pensions)

The increase in the present value of a defined benefits scheme's liabilities expected to arise from the employee service in the current period.

Debtors

Sums of money due to the PCC Group for work done or services supplied but not received at the end of the financial year.

Deferred Liabilities

Liabilities which by arrangement are payable beyond the next financial year at some point in the future or paid off by an annual sum over a period of time.

Defined Benefits Scheme

A pension or other retirement benefit scheme, other than a defined contribution scheme, with rules that usual define the benefit independently of the contributions payable and where the benefits are not directly related to the investments of the scheme. The scheme may be funded or unfunded.

Depreciation.

The measure of the cost or revalued amount of the benefits of the non current asset that have been consumed during the period.

Consumption includes the wearing out, using up or other reduction on the useful life of a non current asset whether arising from use, passage of time or obsolescence through either changes in technology or the demand for the service produced by the asset.

Financial Year

The 12 months commencing on 1 April covered by the accounts.

IAS19

The objective of International Accounting Standard (IAS) 19, *Accounting for Retirement Benefits in Financial Statements of Employers* is to prescribe the accounting and disclosure for employee benefits (that is, all forms of consideration given by an entity in exchange for service rendered by employees). The principle underlying all of the detailed requirements of the Standard is that the cost of providing employee benefits should be recognised in the period in which the benefit is earned by the employee, rather than when it is paid or payable.

IFRS

International Financial Reporting Standards, as agreed by the UK accountancy profession and the Accounting Standards Board.

Going Concern

The concept that the PCC Group will remain in operation existence for the foreseeable future,

in particular that the revenue accounts and Balance Sheet assume no intention to curtail significantly the scale of operations.

Group

The term Group refers to the Police and Crime Commissioner for West Yorkshire (PCC) and the Chief Constable for West Yorkshire (CC).

Impairment

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

Leasing

A method of financing capital expenditure where a rental charge is paid for a specified period of time. There are two main types of leasing arrangements:-

- (a) finance leases which transfer all of the risks and rewards of ownership of a non current asset to the lessee and such assets are included in the non current assets in the balance sheet.
- (b) operating leases where the ownership of the asset remains with the leasing company and the annual rental is charged direct to the service revenue accounts.

Liquid resources

Current asset investments that are readily disposable by the Authority without disrupting its business and are either readily convertible to known amounts of cash at or close to the carrying amount or traded in an active market.

Local Policing Body

The collective term describing elected police and crime commissioners for each police area outside of London and the Mayor's Office for Policing and Crime for the metropolitan police district.

Minimum Revenue Provision (MRP)

The minimum amount that the PCC is statutorily required to set aside from revenue each year as a provision to meet credit liabilities. For the PCC this relates to a principal sum based on a prudent assessment of the useful life of the asset, which is used for the redemption of external debt.

Medium Term Financial Strategy (MTFS)

A statement setting out a forecast of possible spending and government support for a forward three year period and used as a basis for planning.

Net Book Value

The amount at which non current assets are included in the Balance Sheet and being their historical cost or current value, less the cumulative amounts provided for depreciation.

Non Current Assets

Tangible and intangible assets that yield benefits to the PCC for a period of more than one year.

Non Distributed Costs

This is where overheads are not charged or apportioned to activities within the service expenditure analysis in the Income and Expenditure Account.

Police and Crime Commissioner (PCC)

The Police and Crime Commissioner is a separate corporation sole, which was established on 22 November 2012 under the Police Reform and Social Responsibility Act 2011.

Precept

The method by which the PCC Group obtains the income it requires from Council Tax via the appropriate authorities.

Relevant Police Officer

The Chief Constable (England and Wales) and any other senior police officer whose salary is £150,000 per year or more.

Remuneration

All amounts paid to or receivable by a person, and includes sums due by way of expenses allowance (so far as those sums are chargeable to United Kingdom income tax), and the estimated money value of any other benefits received by an employee otherwise than in cash (e.g. benefits in kind).

Senior Employee

A senior employee is an employee whose salary is more than £150,000 per year, or one whose salary is at least £50,000 per year (to be calculated pro rata for a part-time employee) and who is:

- (a) the designated head of paid service, a statutory chief officer or a non-statutory chief officer of a relevant body, as defined under the Local Government and Housing Act 1989
- (b) the head of staff for a relevant body which does not have a designated head of paid services, or
- (c) any person having responsibility for the management of the relevant body, to the extent that the person has power to direct or control the major activities of the body, in particular activities involving the expenditure of money, whether solely or collectively with other persons.

Senior Police Officer

A senior police officer is defined as a member of a police force holding a rank above that of superintendent (i.e. chief superintendent and above).