



## **Finance Committee APPENDICES PACK**

**Date:** TUESDAY, 13 NOVEMBER 2018

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOMS - COMMITTEE ROOMS

**Members:**

Jeremy Mayhew (Chairman)	Gregory Lawrence
Deputy Jamie Ingham Clark	Tim Levene
(Deputy Chairman)	Oliver Lodge
Randall Anderson	Paul Martinelli
Nicholas Bensted-Smith	Deputy Robert Merrett
Chris Boden	Hugh Morris
Deputy Roger Chadwick	Alderman Andrew Parmley
Dominic Christian	Susan Pearson
Simon Duckworth	William Pimlott
Deputy Kevin Everett	Deputy Henry Pollard
Sophie Anne Fernandes	Alderman Matthew Richardson
John Fletcher	Ian Seaton
Christopher Hayward	Sir Michael Snyder
Christopher Hill	Deputy James Thomson
Deputy Tom Hoffman	James Tumbridge
Alderman Robert Howard	Deputy Philip Woodhouse
Michael Hudson	Deputy Catherine McGuinness (Ex-Officio Member)
Deputy Wendy Hyde	Andrew McMurtrie (Ex-Officio Member)
Deputy Clare James	Deputy Alastair Moss (Ex-Officio Member)
Alderman Alastair King	

**Enquiries:** John Cater  
tel. no.: 020 7332 1426  
[john.cater@cityoflondon.gov.uk](mailto:john.cater@cityoflondon.gov.uk)

**Lunch will be served for Members in Guildhall Club at 1pm**  
**NB: Part of this meeting could be the subject of audio video recording**

**John Barradell**  
**Town Clerk and Chief Executive**

## **AGENDA**

7. **CITY'S CASH FINANCIAL STATEMENTS 2017/18**  
Report of the Chamberlain  
**For Decision**  
(Pages 157 - 220)
8. **CITY'S CASH TRUST FUNDS AND SUNDRY TRUST FUNDS ANNUAL REPORTS AND FINANCIAL STATEMENTS 2017/18**  
Report of the Chamberlain  
**For Decision**  
(Pages 221 - 250)
17. **REVIEW OF THE CITY OF LONDON POLICE AUTHORITY - RESOURCING & GOVERNANCE ARRANGEMENTS**  
Joint Report of the Town Clerk and the Chamberlain  
**For Information**  
(Pages 251 - 256)
29. **ADDITIONAL RESOURCES REQUEST FOR THE CITY SURVEYOR'S DEPARTMENT**  
Report of the City Surveyor  
**For Decision**  
(Pages 257 - 258)
31. **RENNIE GARDEN, BLACKFRIARS ROAD SE1 - LICENCE FOR WORKS & 150-YEAR LEASE (BRIDGE HOUSE ESTATES)**  
Report of the City Surveyor  
**For Decision**  
(Pages 259 - 266)

**CITY'S CASH**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2018**

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# Annual Report

## 1. Introduction

City's Cash is a fund of the City of London Corporation that can be traced back to the 15th century and has built up from a combination of properties, land, bequests and transfers under statute since that time. Investments in properties, stocks and shares are managed to provide a total return that:

- allows the City Corporation to use the income for the provision of services (detailed in section 4) that are of importance nationally and internationally as well as to the City and Greater London; and
- maintains the asset base so that income will be available to fund services for the benefit of future generations.

The financial statements have been prepared in accordance with Financial Reporting Standard 102 as issued by the Financial Reporting Council. The City of London Corporation publishes the City's Cash Annual Report and Financial Statements and a City's Cash Overview every year to provide further transparency on its activities.

## 2. Administrative Details

<i>Registered Address</i>	Guildhall, London, EC2P 2EJ.
<i>Chief Executive</i>	The Town Clerk of the City of London.
<i>Treasurer</i>	The Chamberlain of London.
<i>Solicitor</i>	The Comptroller and City Solicitor.
<i>Bank</i>	Lloyds Bank plc.
<i>Discretionary Fund Managers</i>	Artemis Investment Management Ltd; Carnegie Financial Services SA; Lindsell Train Ltd; M&G Investment Management Ltd; Majedie Asset Management; Natixis International Funds (Harris Associates); Pyrford International Plc; Ruffer LLP; Standard Life Investments Ltd; Veritas Asset Management LLP; and Wellington Management International.
<i>Chartered Accountants and Statutory Auditor</i>	Moore Stephens LLP.

## 3. Other City of London Corporation Funds

This annual report and the financial statements only cover City's Cash: this is one of three funds from which the City Corporation pays for its services. The others are City Fund and Bridge House Estates.

City Fund covers the City's activities as a local authority, police authority and port health authority. The financial statements are published separately.

Bridge House Estates is a registered charity. It was originally set up from bridge taxes, rents and private bequests to deal with the upkeep of London Bridge. The charity now funds the maintenance of Tower, London, Southwark, Millennium and Blackfriars Bridges. As the funds have been managed effectively over the centuries, BHE now also helps charitable causes across London through the City Bridge Trust with grants amounting to around £20m every year. The annual report and financial statements for this fund are also published separately including a list of grants awarded.

The annual report and financial statements of City Fund and Bridge House Estates are available on the City of London Corporation's website at: [www.cityoflondon.gov.uk/about-the-city/budgets-and-spending/Pages/default.aspx](http://www.cityoflondon.gov.uk/about-the-city/budgets-and-spending/Pages/default.aspx).

#### **4. Activities of City's Cash**

Investment funds allow the City Corporation to provide services that:

- are of national benefit through its strategic aim to support and promote The City as the world leader in international financial and business services; and
- are of importance to Greater London and its environs as well as to the City itself, for example: work in surrounding boroughs supporting education, training and employment opportunities; numerous green spaces; wholesale markets providing fish (Billingsgate) and meat (Smithfield); independent schools (City of London School, City of London School for Girls, and City of London Freemen's School); Academies across London; and the Guildhall School of Music & Drama.

##### *Education*

*Gross Expenditure £85.7m, Gross Income £74.5m, Net Expenditure £11.2m*

The City of London Corporation maintains three fee paying schools – City of London School, City of London School for Girls (both in the Square Mile), and the City of London Freemen's School (in Surrey). They regularly feature among the UK's top performing schools. In each of these institutions, the City of London Corporation provides scholarships and academic bursaries, including match funding for monies raised externally by the schools, to support able students from disadvantaged backgrounds.

The Guildhall School of Music & Drama is owned, funded and managed by the City Corporation. It is an internationally renowned conservatoire; based in the Barbican, it has over 900 students in higher education, drawn from nearly 60 countries around the world, and is currently regulated by the Higher Education Funding Council for England in line with other higher education institutions.

The City of London Corporation's Education Board is responsible for reviewing the Education Strategy and making recommendations to committees and the Court of Common Council (the City Corporation's main decision-making body) as appropriate on the delivery of the City Corporation's vision and strategic objectives in this area. The Board has responsibility for distributing funds allocated to it for educational purposes. In addition, it is responsible for the City Corporation's role as an Academy school sponsor.

## *Markets*

*Gross Expenditure £11.6m, Gross Income £11.3m, Net Expenditure £0.3m*

The City Corporation runs three wholesale food markets two of which, Billingsgate and Smithfield, are funded by City's Cash. New Spitalfields Market is accounted for in the City Fund. Market tenants pay rent and service charges, which are calculated on a commercial basis. These charges cover the costs of operation, administration and those repairs which are attributable to the tenants. At Billingsgate, buyers can choose from the largest selection of fish in the UK, and the market has an annual turnover of more than 22,000 tonnes. Meat has been bought and sold at Smithfield for over 800 years; around 120,000 tonnes of meat pass through its magnificent Grade II\* listed surroundings each year.

## *Open Spaces*

*Gross Expenditure £22.7m, Gross Income £4.8m, Net Expenditure £17.9m*

The City Corporation manages 11,000 acres of historic and natural green spaces across London and beyond, including Hampstead Heath and Epping Forest. Some of the sites have been owned and managed since as far back as 1870, protecting them from development and preserving them as a natural resource. They include important wildlife habitats, Sites of Special Scientific Interest, National Nature Reserves and outdoor space for sport, recreation and enjoyment for the public. Annual visits by members of the public to the open spaces are estimated at 23 million.

## *City Representation*

*Gross Expenditure £13.7m, Gross Income £1.0m, Net Expenditure £12.7m*

This expenditure supports the City Corporation's core objective to promote UK-based financial services, and related professional services, at home and abroad. The Lord Mayor's overseas visits programme, amounting to around 90 days abroad each year, fosters trade and develops relationships at the highest levels of government and industry. The Chairman of the Policy and Resources Committee also visits a number of major global financial centres each year. High profile government and industry delegations are welcomed to Mansion House and Guildhall, often on behalf of the UK government. Events hosted range from small receptions to major national occasions, such as State or Guest of Government visits. The City's diplomatic relationships are also strengthened through the London Diplomatic Corps.

Mansion House is the official residence of the Lord Mayor as the head of the City Corporation and the base for Mayoral activities. City's Cash funds official receptions, banquets, meetings and general hospitality carried out by the City Corporation (as well as the overall running costs of Mansion House and the team based there).

Other important responsibilities include: support for the City Corporation's many and varied civic activities; maintaining the Mayoralty's close ties with livery companies and supporting corporate social responsibility and charitable organisations. The Sheriffs support Lord Mayors during their year of office, and Her Majesty's Judges sitting at the Central Criminal Court.

The Remembrancer is one of the City Corporation's four Law Officers and is responsible for the maintenance and protection of the City's constitution. He is the City's Parliamentary Agent and the Parliamentary Agent for the Honourable the Irish Society, and the City Corporation's Chief of Protocol. The Office acts as a channel of communication between Parliament and the City. In the contemporary context, this means day to day examination of Parliamentary business including examination of and briefing on proposed legislation and amendments to it, regular liaison with the

Select Committees of both Houses and contact with officials in Government departments dealing with Parliamentary Bills.

The Remembrancer's Office also organises much of the hospitality referred to above including responsibility for the Lord Mayor's Banquet and elements of the Lord Mayor's Show Day at Guildhall and the Royal Courts of Justice.

Income is generated from lettings at the Mansion House and Guildhall.

### *Economic Development*

*Gross Expenditure £6.5m, Gross Income £0.8m, Net Expenditure £5.7m*

Economic development work is dedicated to creating growth and inclusion for the City, London and the UK so that the UK continues as the world's leading financial centre. Programmes of work aim to:

- Sustain and enhance the UK's competitive and high quality regulatory and economic environment and enable access to global markets.
- Support business to adopt responsible and inclusive business practices and ensure the City continues to thrive.
- Ensure that London is home to a more innovative ecosystem for financial and related professional services than our competitors.
- To promote the UK as a destination for investment and to facilitate exports.

Offices in Brussels, Mumbai, Shanghai and Beijing allow us to maintain close relationships with government, regulators and industry in these key jurisdictions. The City Corporation leads business delegations on overseas visits and high level inward visits are hosted by the Lord Mayor and Chairman of the Policy and Resources Committee.

### *Management and Administration*

*Gross Expenditure £8.6m, Gross Income £nil, Net Expenditure £8.6m*

These costs primarily relate to support provided to Members by both central and service departments including an apportionment of Guildhall Complex premises expenses; City's Cash external audit fees; treasury management; and depreciation charges in respect of the City's Cash share of capital projects relating to the Guildhall Complex, information systems and other corporate priorities.

### *Grants and Other Activities*

*Gross Expenditure £8.3m, Gross Income £0.8m, Net Expenditure £7.5m*

A number of grants are made from City's Cash each year, promoting initiatives across a wide range of charitable causes in London and the UK. They are given under four funding themes:

- Stronger Communities
- Enjoying Green Spaces and the Natural Environment
- Inspiring London through Culture
- Education and Employment Support

In addition, grants are made to emergency organisations to assist with the relief of national and international disasters.



The City Corporation owns and maintains the Monument. This 202ft high building attracts over 200,000 visitors a year, braving its 311 steps to enjoy breath-taking views of the City and beyond. It was built in 1671-7 and was designed by Sir Christopher Wren and Robert Hooke to commemorate the Great Fire of London in 1666.

## **5. Governance Arrangements**

City's Cash is managed by committees of the City of London Corporation, with Membership of the committees drawn from the Court of Aldermen and the Court of Common Council. Members of the Court of Aldermen and Court of Common Council are elected by registered voters (both residents and workers) within the City of London. In determining appointments to committees, the Court of Aldermen and Court of Common Council will take into consideration any particular expertise and knowledge of the Aldermen and Members.

The decision-making processes and financial stewardship of the City of London Corporation are set out in Standing Orders and Financial Regulations respectively. The Standing Orders are available on the City Corporation's website at: <https://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Documents/standing-orders-court-common-council-2018.pdf>.

An Audit Review Panel of senior representatives from medium to large audit firms reviews the processes adopted by the incumbent auditor and provides independent confirmation that the audit has been conducted in accordance with International Standards on Auditing (UK and Ireland).

The City of London has established a robust programme of risk management as a key element of its strategy to preserve its assets, enhance efficiency for service users and members of the public and protect its employees.

The Audit and Risk Management Committee monitors and oversees the City's Risk Management Strategy which aligns the key principles of ISO31000: Risk Management Principles and Guidelines, and BS 31100: Risk Management Code of Practice, and defines clearly the roles and responsibilities of officers, senior management and Members. The Strategy emphasises risk management as a key element within the City Corporation's systems of corporate governance and establishes a clear system for the evaluation of risk and escalation of emerging issues to the appropriate scrutiny level.

The Corporate Risk Register codifies key strategic risks and assigns responsibility for taking action to mitigate each risk to a named Chief Officer.

The Chief Officer Risk Management Group has a remit to ensure that risk management policies are applied, that there is an on-going review of risk management activity and that appropriate advice and support is provided to Members and officers.

## **6. Financial Review**

As set out in the following table, the Consolidated Statement of Comprehensive Income records a surplus for the year of £72.3m (2016/17: surplus of £225.6m) on expenditure of £187.0m (2016/17: £167.8m). This surplus is after benefitting from gains in fair value of property investments of £81.0m (2016/17: £122.2m), gains in fair value of non-property investments of £17.7m (2016/17: £121.8m), a £7.5m profit on the sale of fixed assets (2016/17: £4.7m), partly offset by an impairment of heritage assets of £1.2m (2016/17: £nil) and net pension scheme

financing costs of £7.6m (2016/17: £8.3m) . Without these items the underlying operating position would have been a deficit of £25.1m (2016/17: deficit of £14.8m).  
Income and Expenditure for the year ended 31 March 2018:

	2018 Income	2018 Expend - iture	2018 Net income / (cost)	2017 Income	2017 Expend - iture	2017 Net income / (cost)
	£m	£m	£m	£m	£m	£m
<b>Service / activity</b>						
Property Investment Estate	67.6	17.2	50.4	64.5	17.3	47.2
Non-Property Investments	1.1	4.6	(3.5)	1.4	4.5	(3.1)
Education	74.5	85.7	(11.2)	69.1	78.1	(9.0)
Markets	11.3	11.6	(0.3)	10.9	10.4	0.5
Open Spaces	4.8	22.7	(17.9)	4.8	21.0	(16.2)
City Representation	1.0	13.7	(12.7)	1.0	12.7	(11.7)
Economic Development	0.8	6.5	(5.7)	0.3	5.2	(4.9)
Management & Administration	-	8.6	(8.6)	-	8.6	(8.6)
Grants and other activities	0.8	8.3	(7.5)	1.0	6.4	(5.4)
Net Pension Scheme Costs	-	8.1	(8.1)	-	3.6	(3.6)
<b>Operating surplus/(deficit) before gain/(loss) in fair value of investments *</b>	<b>161.9</b>	<b>187.0</b>	<b>(25.1)</b>	<b>153.0</b>	<b>167.8</b>	<b>(14.8)</b>
Gain/(loss) in fair value of:						
- property investments			81.0			122.2
- non-property investments			17.7			121.8
<b>Operating surplus *</b>			<b>73.6</b>			<b>229.2</b>
Profit on Sale of Fixed Assets			7.5			4.7
Net financing income / (costs) attributable to the pension scheme			(7.6)			(8.3)
Impairment of heritage assets			(1.2)			-
<b>Deficit before taxation</b>			<b>72.3</b>			<b>225.6</b>
Taxation			-			-
<b>Surplus / (deficit) for the year</b>			<b>72.3</b>			<b>225.6</b>

\* volatility in operating surplus for the financial year – FRS102 requires the gain or loss in fair value of property and non-property investments to be included in the Consolidated Statement of Comprehensive Income (page 14). This means that even relatively small movements in the markets from one year to the next produce large volatility in the operating surplus or deficit in the Consolidated Statement of Comprehensive Income. However, both the Consolidated Statement of Comprehensive Income and the above table show the operating position before the gain or loss in fair value of property and non-property investments, which reduces the movement (volatility)

between the years from £155.6m (operating surplus of £73.6m in 2017/18 compared to the operating surplus of £229.2m in 2016/17) to £10.3m (£25.1m deficit in 2017/18 compared to the deficit of £14.8m in 2016/17) and is more reflective of the underlying position on operations.

The adverse movement in the operating position of £155.6m, from a surplus of £229.2m in 2016/17 to a surplus of £73.6m in 2017/18, is largely due to:

- the gain in fair value from non-property investments reducing by £104.1m, from a gain of £121.8m in 2016/17 to a gain of £17.7m in 2017/18;
- the gain in fair value from property investments reducing by £41.2m, from a gain of £122.2m in 2016/17 to a gain of £81.0m in 2017/18;
- net pension scheme costs increasing by £4.5m, from £3.6m in 2016/17 to £8.1m in 2017/18, due to an increase in current service costs of £7.3m, from £13.3m in 2016/17 to £20.6m in 2017/18, which are calculated using an estimate of the average total pensionable pay during the year. This was partly offset by an increase in employer contributions of £2.7m, from £10.0m in 2016/17 to £12.7m in 2017/18. This is attributable to a rise in the percentage of the employer contribution from 17.5% in 2016/17 to 21.0% in 2017/18;
- net expenditure on education increasing by £2.2m, mainly due to one-off income in the prior year 2016/17 from an insurance claim for fire damage;
- net expenditure on grants and other activities increasing by £2.1m largely due to works on the site of Smithfield Market and Annexe to facilitate the relocation of the Museum of London;
- net expenditure on open spaces being £1.7m higher mainly due to increased spending on repairs and maintenance across the open spaces and funding towards the Kenley Revival Project;
- net expenditure on City representation increasing by £1.0m due to repairs and maintenance works at Mansion House and on the Lord Mayor's coach, and costs incurred reorganising the operation of the Mansion House and Central Criminal Court;
- net expenditure on Economic Development increasing by £0.8m due to the City of London Corporation strengthening its support and promotion of the City in what is an increasingly complex and competitive environment, with new opportunities and challenges;
- net expenditure on markets increased by £0.8m largely due to higher premises costs, principally energy and rates, and costs incurred undertaking a Strategic Review of the Markets.

Partly offset by:

- net income from property investments increasing by £3.2m, from £47.2m in 2016/17 to £50.4m in 2017/18 due to increased rental income arising from the completion of rent reviews and new lettings during the year.

Overall, City's Cash reserves have increased by £91.5m from £2,520.0m to £2,611.5m (2016/17: increase in reserves of £191.0m). The increase comprises the surplus for the year of £72.3m (2016/17: £225.6m), recognised but unrealised gains on listed investments with fund managers of

£0.3m (2016/17: gains of £3.5m), and an actuarial gain on the defined benefit pension scheme of £18.9m (2016/17: loss of £38.1m).

### **City of London Pension Scheme**

The estimated share of the net liability in the City of London Pension Scheme is included in the City's Cash accounts. The City's Cash share of the deficit is 47% which equates to £278.5m at 31 March 2018 (£281.0m at 31 March 2017).

City's Cash does not have an exclusive relationship with the City of London Pension Fund and the proportion of the Pension Fund relating to City of London employee members engaged on City's Cash activities is not separately identifiable.

However, although the Pension Fund net deficit cannot be attributed precisely between the City of London's three main funds, an apportionment of that deficit and inclusion in the respective balance sheets presents a fairer view of the funds' financial positions than if the deficit were to continue to be excluded. Accordingly, an apportionment has been made which is based on employer's annual contributions to the fund.

Further details of the City of London Pension Scheme can be found in note 17 to the financial statements.

### **Teachers' Pension Scheme**

In addition to City of London Corporation employees being able to participate in the City of London Pension Scheme, teachers at the City of London Corporation's four private schools including GSMD are eligible to participate in the Teachers' Pension Scheme (TPS). The share of the net liability in the TPS attributable to the City's private schools is £12.5m (2017: £13.2m) and is included in the Consolidated Statement of Financial Position.

### **Going Concern**

The City of London Corporation considers City's Cash to be a going concern as set out in note b) of the Statement of Significant Accounting Policies.

### **Financial Commitments**

The City of London Corporation has agreed a £50.0m contribution to Crossrail from City's Cash upon completion of the project. Subject to completion of the works, the contribution will be made in equal instalments during 2018/19 and 2019/20.

In addition, there is a contractual commitment of £18.9m relating to the purchase of the freehold of an operational property.

### **Events After the Reporting Date**

There are risks to City's Cash from the vote to leave the EU. In particular, the future levels of demand for office accommodation in the City and surrounding areas and the consequential impacts on rent incomes. A close watching brief will be kept on this and other implications as events unfold with financial forecasts being refreshed if and when the picture becomes clearer.

With regard to the contractual commitment of £18.9m relating to the purchase of the freehold of an operational property (as noted above under 'Financial Commitments'), this purchase was completed in October 2018 with a final payment of £18.9m.

## **7. Explanation of the Financial Statements**

City's Cash financial statements have been prepared in accordance with Financial Reporting Standard 102 (FRS102) as issued by the Financial Reporting Council and consist of the following:

- Consolidated Statement of Comprehensive Income showing all resources available and all expenditure incurred,
- Consolidated Statement of Financial Position setting out the assets, liabilities and funds of City's Cash,
- Consolidated Statement of Changes in Equity which includes the profit or loss for the period together with other recognised gains and losses and reconciles to the total movement in reserves,
- Consolidated Statement of Cash Flows showing the movement of cash for the year, and
- Notes to the financial statements explaining the accounting policies adopted and explanations of figures contained in the financial statements.

The following separate entities have been consolidated with City's Cash accounts:

- Registered charities which are managed and funded by the City Corporation:
  - Ashted Common,
  - Burnham Beeches,
  - Epping Forest,
  - Hampstead Heath
  - Hampstead Heath Trust,
  - Highgate Wood and Queen's Park Kilburn,
  - West Ham Park,
  - West Wickham Common, Spring Park Wood and Coulsdon and other Commons,
  - Sir Thomas Gresham Charity, and
  - Keats House.
- City Re Limited - a wholly owned subsidiary company whose principal activity is to provide re-insurance protection. The company is a limited company, limited by shares and is incorporated in Guernsey, registration number 52816. The Directors' Report and Financial Statements have been prepared in accordance with The Insurance Business (Bailiwick of Guernsey) Law, 2002, FRS102 and FRS103 "Insurance Contracts" and are available at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk). The company allows the City to share in underwriting profits with a known capped downside financial risk of £250,000 per claim.

## **8. Disclosure of Information to Moore Stephens**

At the date of approval of this report, the City of London Corporation confirms that:

- so far as it is aware, there is no relevant audit information of which Moore Stephens is unaware; and
- it has taken all the steps that it ought to have taken in order to make itself aware of any relevant audit information and to establish that Moore Stephens are aware of that information.

## **9. Responsibilities of the City of London Corporation for the Annual Report and Financial Statements**

The City of London Corporation is responsible for preparing the Annual Report and Financial Statements for each financial year in accordance with applicable law and regulations. The City of London Corporation has elected to prepare the financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The financial statements would not be approved by the City of London Corporation unless it is satisfied that they give a true and fair view of the state of affairs of the organisation and of the surplus or deficit of the organisation for that period. In preparing these financial statements, the City of London Corporation has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and accounting estimates that are reasonable and prudent;
- stated whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

The City of London Corporation is responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the organisation and enable it to ensure that the financial statements comply with applicable law and regulations. It is also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The City of London Corporation is responsible for the maintenance and integrity of the corporate and financial information included in its website.

## **Approval of the Annual Report and Financial Statements**

At a meeting of the Finance Committee held at Guildhall on 13 November 2018, the financial statements of City's Cash were approved on behalf of the Court of Common Council.

Jeremy Paul Mayhew    MA MBA  
Chairman of Finance Committee

Jamie Ingham Clark FCA  
Deputy Chairman of Finance Committee

Guildhall, London.  
13 November 2018

# **Independent Auditor's Report to the City of London Corporation**

## **Opinion**

We have audited the financial statements of the fund of the City of London Corporation (the 'Corporation') called City's Cash for the year ended 31 March 2018 which comprise the Consolidated Statement of Comprehensive Income, Consolidated Statement of Financial Position, Consolidated Statement of Changes in Equity and the Consolidated Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is the United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of City's Cash affairs as at 31 March 2018 and of its surplus for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;

## **Basis for opinion**

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

## **Conclusions relating to going concern**

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

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

## **Other information**

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

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



We have nothing to report in this regard.

### **Responsibilities of the Corporation**

As explained more fully in the Corporation's responsibilities Statement set out on page 10, the Corporation are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Corporation determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Corporation are responsible for assessing the fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Corporation either intend to liquidate the fund or to cease operations, or have no realistic alternative but to do so.

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

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

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

### **Use of our report**

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

Moore Stephens LLP  
150 Aldersgate Street  
London  
EC1A 4AB

# **Report of the Audit Review Panel to the Right Honourable the Lord Mayor, Aldermen and Livery of the Several Companies of the City of London in Common Hall Assembled**

We, whose names are hereunto subscribed, the Audit Review Panel of the Chamberlain's and Bridgemasters' Accounts, elected by the Livery of London in Common Hall assembled on 24 June 2016, 26 June 2017 and 25 June 2018 pursuant to Act 11, George 1, Cap 18, an Act for regulating elections within the City of London, etc., do report as follows:

We have reviewed the processes adopted by Moore Stephens LLP for the audit of City's Cash for the period from 1 April 2017 to 31 March 2018.

In our view the audit of the financial statements has been conducted in accordance with auditing procedures as stated on pages 12 and 13.

This report is made solely to the above named addressees. Our work has been undertaken to enable us to make this report and for no other purpose.

P. Dossett .....

A. Francis .....

L. Lloyd-Thomas .....

P. Watts .....

Dated: .....

The Moore Stephens LLP Public Sector Partner, Nicholas Bennett, is also a member of the Audit Review Panel. However, as the role of the Panel is to provide independent confirmation that the processes adopted by Moore Stephens LLP have been conducted in accordance with auditing procedures, it is not appropriate for Nicholas Bennett to sign the report.

## Consolidated Statement of Comprehensive Income

For the year ended 31 March 2018

	Notes	2018 £m	2017 £m
<b>Income</b>			
Education		74.5	69.1
Investment Income - property and managed funds	1	68.7	65.9
Markets		11.3	10.9
Open Spaces		4.8	4.8
City Representation		1.0	1.0
Economic Development		0.8	0.3
Other activities		0.8	1.0
<b>Total Income</b>	1	<b>161.9</b>	<b>153.0</b>
<b>Expenditure</b>			
Education		85.7	78.1
Investments - Management Costs and Property Operating Expenditure	2	21.8	21.8
Open Spaces		22.7	21.0
City Representation		13.7	12.7
Markets		11.6	10.4
Management and Administration		8.6	8.6
Grants and other activities		8.3	6.4
Economic Development		6.5	5.2
Net pension scheme costs	17c	8.1	3.6
<b>Total Expenditure</b>	2, 3 and 4	<b>187.0</b>	<b>167.8</b>
<b>Operating surplus / (deficit) before gain / (loss) in fair value of investments</b>		<b>(25.1)</b>	<b>(14.8)</b>
Gain in fair value of property investments		81.0	122.2
Gain/(loss) in fair value of non-property investments	8	17.7	121.8
<b>Operating surplus</b>		<b>73.6</b>	<b>229.2</b>
Profit on Sale of Fixed Assets		7.5	4.7
Net financing income / (costs) attributable to pension schemes	17c	(7.6)	(8.3)
Impairment of heritage assets	7	(1.2)	-
<b>Surplus before taxation</b>		<b>72.3</b>	<b>225.6</b>
Taxation	5	-	-
<b>Surplus for the financial year</b>		<b>72.3</b>	<b>225.6</b>

All amounts relate to continuing operations.

The notes on pages 28 to 61 form part of these financial statements.

# Consolidated Statement of Financial Position

At 31 March 2018

	Notes	2018 £m	2017 £m
<b>Fixed Assets</b>			
Investment properties	6	1,817.6	1,724.4
Tangible assets	6	225.1	221.9
Heritage assets	7	181.4	182.1
Non-property investments	8	700.1	699.0
Intangible assets	9	0.1	0.5
<b>Total Fixed Assets</b>		<b>2,924.3</b>	<b>2,827.9</b>
<b>Current Assets</b>			
Stocks - finished goods	11	0.5	0.5
Debtors	12	35.1	32.4
Non-property investments	8	57.7	47.9
Cash at bank and in hand		13.8	10.0
<b>Total Current Assets</b>		<b>107.1</b>	<b>90.8</b>
<b>Creditors: amounts falling due within one year</b>	13	<b>59.0</b>	<b>59.8</b>
<b>Deferred income</b>	14	<b>65.4</b>	<b>42.8</b>
<b>Net Current Assets</b>		<b>(17.3)</b>	<b>(11.8)</b>
<b>Total Assets less Current Liabilities</b>		<b>2,907.0</b>	<b>2,816.1</b>
<b>Finance leases</b>	15	<b>2.4</b>	<b>-</b>
<b>Provisions for liabilities</b>	16	<b>2.1</b>	<b>1.9</b>
<b>Net Assets excluding pension liability</b>		<b>2,902.5</b>	<b>2,814.2</b>
<b>Defined benefit pension scheme liability</b>	17	<b>291.0</b>	<b>294.2</b>
<b>Net Assets</b>		<b>2,611.5</b>	<b>2,520.0</b>
<b>Capital and Reserves</b>			
Operational Capital Reserve		225.1	222.4
Heritage Assets Reserve		181.4	182.1
Income Generating Fund		2,517.7	2,423.4
Working Capital Fund		(21.7)	(13.7)
Pension Reserve	17	(291.0)	(294.2)
<b>Total Capital Employed</b>	18	<b>2,611.5</b>	<b>2,520.0</b>

Approved for issue 13 November 2018

Dr Peter Kane, Chamberlain of London

## Consolidated Statement of Changes in Equity

For the year ended 31 March 2018

	Notes	2018 £m	2017 £m
<b>Comprehensive income</b>			
Surplus for the financial year		<u>72.3</u>	<u>225.6</u>
<b>Other comprehensive income</b>			
Gain / (loss) on revaluation of listed investments	8	0.3	3.5
Actuarial gain / (loss) on defined benefit pension schemes	18	<u>18.9</u>	<u>(38.1)</u>
<b>Total other comprehensive income</b>		<u>19.2</u>	<u>(34.6)</u>
<b>Total comprehensive income</b>		<u><u>91.5</u></u>	<u><u>191.0</u></u>

## Consolidated Statement of Cash Flows

For the year ended 31 March 2018

	Notes	2018 £m	2017 £m
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by (used in) operating activities</b>	19	<u>(12.8)</u>	<u>(3.1)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		1.1	1.4
Cash taken from/(invested in) short term deposits		(9.8)	19.2
Proceeds from the sale of property, plant and equipment		44.4	4.6
Purchase of property, plant and equipment		(11.1)	(14.5)
Proceeds from sale of investments		56.6	106.5
Purchase of investments		(87.6)	(118.3)
Receipt of capital contributions - deferred to later years		23.0	3.1
<b>Net cash provided by (used in) investing activities</b>		<u>16.6</u>	<u>2.0</u>
<b>Cash flows from financing activities:</b>		<u>-</u>	<u>-</u>
<b>Increase/(decrease) in cash in the year</b>		<u>3.8</u>	<u>(1.1)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		3.8	(1.1)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		10.0	11.1
<b>Change in cash and cash equivalents due to exchange rate movements</b>		-	-
<b>Cash and cash equivalents at end of year</b>		<u>13.8</u>	<u>10.0</u>

## Statement of Significant Accounting Policies

The principal accounting policies applied in the preparation of these financial statements are summarised below. They have all been applied consistently throughout the year and to the comparative figures in dealing with items which are considered material in relation to the City's Cash financial statements.

### a) **Basis of Preparation**

The City of London Corporation has chosen to prepare the City's Cash consolidated financial statements in accordance with Financial Reporting Standard 102 (FRS102) as issued by the Financial Reporting Council.

### b) **Going Concern**

In the opinion of the Corporation, City's Cash is a going concern for the foreseeable future as it annually receives considerable income from its property and non-property investments. This income is considered in the context of a rolling medium term financial forecast to ensure that services are affordable and sustainable. Cash and liquid investments are monitored and maintained at a level to ensure that sufficient resources are available to finance any in-year deficits.

### c) **Consolidation**

The City's Cash financial statements consolidate the financial results of the services provided directly, including ceremonial, schools and markets; City Re Ltd. a wholly-owned subsidiary whose principal activity is to provide re-insurance protection; trust funds in respect of seven open spaces, the Sir Thomas Gresham Charity and Keats House. In the case of charities and trusts, the overriding rationale for consolidation of the trusts is that the City of London Corporation is the Trustee and thereby effectively exercises control over the trusts' activities.

### d) **Income and Expenditure**

The accounts of City's Cash are maintained on an accruals basis. Consequently, activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular;

- Revenue from the sale of goods is recognised when the significant risks and rewards of ownership are transferred to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to City's Cash.
- Revenue from the provision of services is recognised when the percentage of completion of the transaction can be measured reliably and it is probable that economic benefits or service potential associated with the transaction will flow to City's Cash.
- 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 stocks on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments is accounted for as income on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not

be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

- Financial assets are derecognised when the contractual rights to the cash flows from the assets expire, or when City's Cash has transferred substantially all the risks of and rewards of ownership. Financial liabilities are derecognised only once the liability has been extinguished through discharge, cancellation or expiry.

**e) Deferred Income**

Lease premiums relating to operating leases are treated as deferred income and released to revenue over the life of the lease.

**f) Government Grants and Other Contributions**

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations for purposes other than capital expenditure (see note e above) are recognised as income at the date that the conditions of entitlement to the grant/contribution are satisfied, when there is reasonable assurance that the monies will be received and the expenditure for which the grant is given has been incurred. Where a grant or contribution has been received but the conditions of entitlement have not been satisfied, the grant or contribution is treated as a receipt in advance.

**g) Tangible Fixed Assets – Operational Properties, Infrastructure, Vehicles, Plant and Equipment**

These are assets held and used for the direct delivery of services. They are carried at historic cost\* less depreciation on a straight-line basis to write off their costs over their estimated useful lives. Depreciation is charged from the year following that of acquisition. Where the effects of major additions and disposals in the year are material, depreciation charges will be adjusted accordingly. Land is not depreciated.

Typical asset lives are as follows:

	Years
Buildings - freehold	10 to 50
Plant and Machinery (including the following components):	
Plant	10 to 20
Furniture and Equipment	3 to 15
Vehicles	3 to 10

Assets costing less than £50,000 are generally charged to the Consolidated Income and Expenditure Account in full in the year of purchase, although assets which cost less than £50,000 individually may be grouped together and capitalised.

**h) Tangible Fixed Assets – Freehold investment properties**

These are assets held to earn rental income and/or for capital appreciation which are revalued annually to fair value as at 31 March. Gains or losses arising from changes in the fair value of investment property are included in the Consolidated Statement of Comprehensive Income.

Depreciation is not provided in respect of freehold investment properties.

\* only includes assets acquired since 2000 as earlier historic cost information is not available.



i) **Assets under construction**

Payments made to contractors for works completed to date are included within fixed assets pending the asset being recognised as operational. No depreciation is charged on such assets.

j) **Impairments**

An impairment loss arises if the carrying amount of an asset exceeds its recoverable amount. This could be caused by such factors as a significant decline in an asset's value during the period (i.e. more than expected as a result of the passage of time, normal use or general revaluation), evidence of obsolescence or physical damage of an asset, a commitment to undertake a significant reorganisation, or a significant adverse change in the statutory or other regulatory environment. An annual assessment takes place as to whether there is any indication that property assets may be impaired.

An impairment loss on investment property is treated as a revaluation movement which is included in the Consolidated Statement of Comprehensive Income.

An impairment loss on operational assets or heritage assets would be recognised in the Consolidated Statement of Comprehensive Income. The reversal of an impairment loss on operational or heritage property, previously recognised in the Consolidated Statement of Comprehensive Income, will not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years.

k) **De-Recognition**

The carrying amount of an item of property, plant and equipment is derecognised:

- on disposal, or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from de-recognition of an asset is the difference between the net disposal proceeds, if any, and the carrying amount of the asset. The gain or loss arising from de-recognition of an asset is included in the Consolidated Statement of Comprehensive Income.

l) **Heritage Assets**

City's Cash heritage assets largely comprise art and sculpture treasures valued, in accordance with FRS102, at cost, or where cost cannot be readily identified, on the basis of available information, as a proxy for cost.

As heritage assets have indeterminate lives and potentially high residual values, no depreciation is charged. All expenditure on subsequent preservation, conservation, accessibility, etc. is charged directly to the Consolidated Statement of Comprehensive Income.

m) **Financial Assets and Liabilities**

Financial instruments are classified as either 'basic' or 'other' in accordance with Chapter 11 of FRS102. All financial instruments held by City's Cash are basic financial instruments.

n) **Non-Property Investment Assets**

Non-property investment assets are held in accordance with the investment policy set by the City of London Corporation. FTSE 100 Company investments are valued at the Stock Exchange Trading System (SETS) price at close on 31 March. Other quoted investments are valued at the

middle market price at the close of business on 31 March. Unquoted investments are included at a valuation advised by the Fund Managers for that day.

Non-property investment assets have been accounted for at 'fair value through profit and loss'.

Income generated by non-property investment assets remains within the fund to be reinvested, with City's Cash drawing down income (realising gains or losses) as required. As a consequence, the operating surplus or loss within the Consolidated Statement of Comprehensive Income includes the gain or loss in fair value on all non-property investments.

**o) Intangible Assets**

Intangible assets comprise computer systems and software licences which are capitalised at cost and reflected within the financial statements at amortised historic cost.

Amortisation is calculated by allocation of the balance sheet value of the asset, less any residual value, to the periods expected to benefit from its use on a straight line basis over 3 to 7 years.

Amortisation charges are charged to service revenue accounts.

**p) 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.

*Finance Leases*

City's Cash as Lessee

The City of London recognises property, plant and equipment held under finance leases as assets at the commencement of the lease at amounts equal to its fair value and, where material, liabilities at the lower of the present value of the minimum lease payments or the fair value of the property. The asset recognised is matched by a liability for the obligation to pay the lessor. Minimum lease payments are apportioned between a finance charge (interest) and a reduction of the outstanding liability. The finance charge element is allocated to revenue and is calculated so as to produce a constant periodic rate of interest on the remaining balance of the liability. Where liabilities are immaterial, a liability is not recognised, and the full rental is charged to revenue over the term of the lease.

City's Cash as Lessor

Amounts due from lessees under finance leases are recorded in the Consolidated Statement of Financial Position as a debtor at the amount of the net investment in the lease. The lease payments receivable is apportioned between repayment of the debtor and finance income. The finance income is credited to revenue and calculated so as to give a constant periodic rate of return from the net investment. The asset is written out of the Consolidated Statement of Financial Position as a disposal. A gain, representing the net investment in the lease is credited to income and the difference shown as a gain or loss on disposal. Where the lessee acquires the asset through payment of a premium at the commencement of the lease, this is included as a capital receipt and there is no remaining finance lease asset.

### *Operating leases*

#### City's Cash as lessee

Rentals payable are charged to revenue on a straight-line basis even if the payments are not made on such a basis unless another systematic and rational basis is more representative of the benefits received.

#### City's Cash as lessor

Assets subject to operating leases are included in the Consolidated Statement of Financial Position according to the nature of the assets. Rental income from operating leases, excluding charges for services such as insurance and maintenance, are recognised on a straight-line basis over the period of the lease, even if the payments are not received on this basis (e.g. due to lease incentives, premiums, etc), unless another systematic and rational basis is more representative of the time pattern in which the benefits derived from the leased asset are diminished.

### *Lease Incentives*

Benefits received and receivable as an incentive to sign a lease are spread on a straight-line basis over the lease term in accordance with FRS102.

#### q) **Contingent Assets**

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the City. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the debtor (or cash where consideration has been received) and the related revenue are recognised in the financial statements of the period in which the change in circumstances occurs. Where an inflow of economic benefits or service potential is probable (rather than virtually certain) and can be reliably measured, contingent assets are disclosed as notes to the accounts.

#### r) **Contingent Liabilities**

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the City. Contingent liabilities are assessed continually to determine whether an outflow of resources embodying economic benefits or service potential has become probable. If it becomes probable that an outflow of future economic benefits or service potential will be required for an item previously dealt with as a note to the accounts, a provision is recognised in the financial statements for the period in which the change in probability occurs (except in circumstances where no reliable estimate can be made). Where a contingent liability exists, but a reliable estimate cannot be made, a note is disclosed in the accounts unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

#### s) **Provisions**

Provisions are made where an event has taken place that gives the City a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. For instance, the City may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation. Provisions are charged as an expense to the Consolidated Statement of

Comprehensive Income in the year that the City becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties. When payments are eventually made, they are charged to the provision carried in the Consolidated Statement of Financial Position. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed. Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the City settles the obligation.

t) **Cash**

Cash comprises funds repayable to the City without penalty on notice within 24 hours, less cheques and BACS payments issued but not presented.

u) **Stocks of Finished Goods**

Stocks of finished goods are valued at the lower of cost or net realisable value.

v) **Pension Costs**

Non-Teaching Staff

The City of London Corporation operates a funded defined benefit pension scheme for its staff employed on activities relating to its three funds (i.e. City Fund, City's Cash and Bridge House Estates). The scheme is based on final salary and length of service on retirement. Changes to the Scheme came into effect from 1 April 2014 and any benefits accrued from this date will be based on career average revalued earnings, with various protections in place for those members in the Scheme before the changes took effect.

The Pension Fund is the responsibility of the City of London as a whole, which is one employer, and not the responsibility of any of its three funds. City's Cash does not have an exclusive relationship with the City of London Pension Fund. Although the proportion of the Pension Fund that relates to City of London employee members engaged on City's Cash is not separately identifiable, a share of the total Pension Fund has been allocated to City's Cash based on employer's pension contributions paid into the Fund by City's Cash as a proportion of total employer's contributions paid.

For the defined benefit scheme the amounts charged in resources expended are the current service costs and gains and losses on settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the Consolidated Statement of Comprehensive Income if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period until vesting occurs. The interest cost and expected return on the assets are shown as a net amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other recognised gains and losses.

The assets of the scheme are held separately from those in City's Cash, and are invested by independent fund managers appointed by the Corporation of London. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis by a qualified actuary using the projected unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme liabilities. The resulting defined benefit asset or liability is presented separately after net assets on the face of the Consolidated Statement of Financial Position.

Barnett Waddingham, an independent actuary, carried out the latest triennial actuarial assessment of the scheme as at 31 March 2016, using the projected unit method. The next actuarial valuation of the Fund will be carried out as at 31 March 2019 and will set contributions for the period from 1 April 2019 to 31 March 2022.

#### Pension Costs – Teachers

The payment of pensions to former teachers is the responsibility of the Teachers' Pension Scheme (the Scheme). Consequently, teachers' pension fund contributions, together with the employer's contributions, are paid by the City of London to the Scheme. The Scheme is a multi-employer defined benefit statutory scheme administered in accordance with the Teachers' Pension Scheme Regulations 2014.

The Scheme is funded on a notionally funded basis – no actual assets back the liabilities but a notional Fund is constructed for the purposes of setting employer contributions. Contributions are set every four years as a result of the actuarial valuation of the Scheme by the Government Actuary's Department on behalf of the Secretary of State.

Under FRS102, the employer participating in the Teachers' Pension Scheme must recognise the expected present value of all future deficit contributions on their Consolidated Statement of Financial Position. As it is not possible to identify the assets and liabilities at individual employer level, the expected present value of the deficit contributions has been calculated by Barnett Waddingham, an independent actuary, based upon pensionable pay at 31 March 2018, the Scheme's deficit contribution rate at 31 March 2018 and an actuarial factor based on the deficit recovery period and the adopted assumptions.

#### w) **Statutory Deductions from Pay**

The City of London Corporation accounts centrally for salary and wage deductions. Consequently, the City's Cash accounts treat all sums due to the HMRC as having been paid.

#### x) **Foreign Currencies**

Transactions in foreign currencies are recorded using the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated using the rate of exchange ruling at the Consolidated Statement of Financial Position date and the gains or losses on translation are written on / off to revenue account.

#### y) **Tax**

The City of London Corporation is a single legal entity and legislation treats it as a local authority for tax purposes. VAT is recovered from HMRC on supplies received, and paid to HMRC on supplies made. All transactions are therefore included without VAT. The City of London Corporation is exempt from income and corporation tax.

City Re Limited, a wholly-owned subsidiary of the City of London Corporation in its City's Cash capacity, conforms to the tax requirements for Guernsey companies.

#### z) **Overheads**

The costs of support service overheads, with the exception of expenditure on corporate and democratic activities, are generally apportioned between all services on the basis of employee time spent or other resources consumed on behalf of user services. Similarly, with the exception

of vacant properties, the costs of support service buildings are apportioned on the basis of the office area utilised by each service.

**aa) Reserves**

A number of reserves are held as endowment funds or restricted funds received by the City Corporation for specified purposes. These are held in the Working Capital Fund, which is shown in note 18.

**bb) Critical Judgements in Applying Accounting Policies**

In applying accounting policies the City Corporation has to make certain judgements about complex transactions or those involving uncertainty about future events. Apart from those disclosed in this Statement of Significant Accounting Policies and those involving estimations (see note cc), there are no critical judgements that management has made in the process of applying the City's accounting policies that will have a material effect on the amounts recognised in the financial statements.

**cc) Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty**

The Statement of Accounts contains estimated figures that are based on assumptions made by the City about the future or that are otherwise uncertain. The estimates and associated assumptions are continually reviewed and are based on historical experience and other factors including expectations of future events that are considered to be reasonable under the circumstances. However, because balances cannot be determined with certainty, actual results could be materially different from those estimates. Changes in accounting estimates may be necessary if there are changes in circumstances on which the estimate was based, or as a result of new information or more experience. The estimates and assumptions that have the most significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are set out below:

**(i) Pension Benefits**

Estimation of the net liability to pay pensions depends on a number of complex adjustments 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 pension fund assets. A firm of consulting actuaries is engaged to provide the City with expert advice about the assumptions to be applied.

The effect of changes in individual assumptions on the net pension's liability can be measured, but are complex and interact in a complex manner. For example, the actuary determines the appropriate discount rate at the end of each year after taking account of the yield from a high quality bond of appropriate duration, a 0.1% decrease in the discount rate assumption would result in an increase in the pension liabilities of £12.8m. Other key assumptions for pension obligations are based in part on current market conditions and demographic data. Additional information on pension schemes is given in note 17 on pages 48 to 54.

**(ii) Property Valuations**

The carrying values of investment properties and heritage assets are primarily dependent on judgements of such variables as the state of the markets, location, condition of the properties/assets, indices etc. Valuation is an inexact science with assessments provided by different surveyors/experts rarely agreeing and with prices subsequently realised diverging from valuations. A reduction in estimated valuations would result in reductions to the Revaluation Reserve and/or a loss recorded as appropriate in the Comprehensive Income and Expenditure Statement. For example, a 1% reduction in the value of investment properties and heritage assets

would result in a reduction to reserves of £18.2m and £1.8m respectively. Conversely, a 1% increase in value would have the opposite effect.

However, the risk of material adjustments is mitigated by using the experience and knowledge of professional chartered surveyors/experts, both in-house staff and external firms. In addition, tests are undertaken to ensure that variations between the valuations of different surveyors, and between valuations and actual prices, are within reasonable tolerances.

# Notes to the Consolidated Financial Statements

## 1. Income

### Investment Income

Investment income relating to property and non-property investments comprises:

	2018 £m	2017 £m
Dividends from non-property investments and interest on fund balances	1.1	1.4
Rentals, service charges and dilapidations income	67.6	64.5
<b>Total investment income *</b>	<b>68.7</b>	<b>65.9</b>

\* Rent receivable in 2017/18 in respect of operating leases was £60.1m (2016/17: £56.7m).

### Education Income

Includes tuition fees, grants, donations and charges for the use of facilities.

### Markets Income

Markets income includes rent and service charges from tenants and charges for the use of facilities.

### Open Spaces Income

Income from government grants, other grants and donations and fees for the use of facilities.

## 2. Expenditure

### Investment Management Costs

Expenses relating to property and non-property investments comprise:

	2018 £m	2017 £m
Non-property investments - management fees paid to fund managers	4.6	4.5
Property investment expenses	17.2	17.3
<b>Total Investment Management Costs</b>	<b>21.8</b>	<b>21.8</b>

Property investment expenses comprise staff costs, repairs and maintenance costs, property running costs and professional fees relating to the management of the investment property portfolio.



**Depreciation**

The operating deficit is stated after charging depreciation amounting to £8.2m (2016/17: £7.3m).

**Operating Lease Rentals**

During the year of account City's Cash spent £0.7m on operating lease rentals in respect of premises (2016/17: £0.7m).

**Auditor's remuneration**

Remuneration to the external auditor (Moore Stephens LLP) for audit services relating to the year of account amounted to £91,260 (2016/17: £88,200). No other fees were payable to Moore Stephens LLP for non-audit services during the year (2016/17: nil).

**Members expenses**

Members do not receive any remuneration from the City of London Corporation for undertaking their duties. However, Members may claim travelling expenses in respect of activities outside the City and receive allowances in accordance with a scale when attending a conference or activity on behalf of the City of London Corporation. These costs totalling £5,246 (2016/17: £3,874) across all of the City's activities, were met in full by City's Cash.

### 3. Staff numbers and costs

Officers employed by the City of London Corporation work on a number of the City of London Corporation's activities. The table below sets out the number of full-time equivalent staff charged directly to City's Cash and their remuneration costs.

The number of employees was:	2018 FTE	2017 FTE
Investment properties	17.3	17.7
Education	687.2	650.0
Markets	89.9	88.4
Open spaces	272.9	279.6
City representation	66.2	65.1
Grants and other activities	9.3	9.2
Support Services	205.9	196.9
Total	1,348.7	1,306.9

Their remuneration comprised:	Gross Pay £m	National Insurance £m	Pension Contribution £m	2018 £m	2017 £m
Investment Management	0.5	0.0	0.1	0.6	0.6
Education	37.3	3.6	6.1	47.0	43.5
Markets	3.2	0.3	0.6	4.1	4.0
Open spaces	10.3	1.0	2.0	13.3	11.4
City representation	3.3	0.3	0.6	4.2	3.7
Grants and other activities	0.6	0.1	0.0	0.7	0.7
Support Services	8.8	0.9	1.6	11.3	10.5
Total	64.0	6.2	11.0	81.2	74.4

#### Equality and inclusion

The City Corporation is committed to equal opportunities in service provision and for all its employees. The Establishment Committee provides high-level Member oversight on equality and inclusion in employment and an officer led Equality and Inclusion Board has been established to actively promote equality, diversity and inclusion in service delivery and employment practices. The Board is responsible for monitoring the delivery of the Equality and Inclusion Action Plan and progress against the Equality Objectives for 2016-20.

The quarterly update reports considered by the Establishment Committee and further information on the City Corporation's Equality and Diversity strategy and objectives together with the Equality and Inclusion Annual Report can be found on the website using the links below.

Establishment Committee:

<http://democracy.cityoflondon.gov.uk/ieListMeetings.aspx?CommitteeId=253>

Equality and Inclusion:

[www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Pages/equality-inclusion.aspx](http://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Pages/equality-inclusion.aspx)

## **Workforce**

The City of London Corporation employs approximately 4,600 people in full and part-time positions across all its services. The make-up of the workforce is summarised below:

### **Gender:**

Male: 54.34%

Female: 45.66%

### **Age:**

Under 25: 5.50%

25-34: 21.67%

35-44: 23.77%

45-54: 27.61%

55-64: 18.90%

65 and over: 2.55%

### **Declared disability:**

Yes: 2.96%

### **Ethnicity:**

White: 71.08%

BAME: 16.97%

Not Stated: 11.95%

#### 4. Remuneration of senior employees

The number of staff earning more than £60,000 in bands of £10,000 is set out in table 1 below.

**Table 1 - Remuneration in Bands**

Salary Range £	Wholly charged to City's Cash		Partially Charged to City's Cash	
	2017/18	2016/17	2017/18	2016/17
60,000 - 69,999	92	79	73	59
70,000 - 79,999	17	17	22	18
80,000 - 89,999	11	7	15	8
90,000 - 99,999	3	3	5	2
100,000 - 109,999	1	0	6	7
110,000 - 119,999	1	2	3	3
120,000 - 129,999	2	4	4	4
130,000 - 139,999	3	1	2	3
140,000 - 149,999	0	0	1	0
150,000 - 159,999	1	2	2	1
160,000 - 169,999	2	1	0	1
200,000 - 209,999	0	0	2	1
250,000 - 259,999	0	0	0	1
260,000 - 269,999	0	0	1	0

Where there are no officers in a band, that band has not been included in the table.

To provide consistency with the disclosure in the City Fund Financial Statements, tables 2 and 3 set out information for 2017/18 and 2016/17 respectively in accordance with the Accounts and Audit Regulations 2015.

**Table 2 - 2017/18 remuneration for those senior employees required to be disclosed individually**

Post Title	Name	Notes	Proportion charged to City's Cast activities where less than 100%	Salary (including fees and allowances)	Bonus	Expenses	Benefits in kind	Compensation for loss of office	Total Remuneration excluding pension contributions 2017/18	Pension Contributions	Total Remuneration including Pension Contributions 2017/18
			%	£000	£000	£000	£000	£000	£000	£000	£000
<b>Salary is £150,000 or more a year</b>											
Town Clerk and Chief Executive	J. Barradell	i	40	99	3	0	44	0	146	22	168
Chamberlain	P. Kane	i	35	61	0	0	0	0	61	13	74
<b>Salary is between £50,000 and £150,000</b>											
Comptroller & City Solicitor	-	i	25	38	2	0	0	0	40	8	48
City Surveyor	-	i	45	67	1	0	0	0	68	14	82
Head City of London School - left 31/08/2017	-			67	0	0	23	0	90	12	102
Acting Head City of London School - 01/09/2017 - 31/12/2017	-			40	0	0	0	0	40	7	47
Head City of London School - started 01/01/2018	-			30	0	0	29	0	59	6	65
Headmaster City of London Freeman's School	-			133	0	0	0	0	133	25	158
Headmistress City of London School for Girls	-			126	0	0	63	0	189	23	212
Remembrancer	-			148	0	0	0	0	148	31	179
Principal of the Guildhall School of Music & Drama	-			166	0	0	0	0	166	35	201
Private Secretary & Chief of Staff to the Lord Mayor - retired 31/01/2018	-			96	3	0	0	0	99	21	120
Executive Director Mansion House and Old Bailey - started 01/09/2017	-			95	0	0	0	0	95	20	115
Director of Markets & Consumer Protection	-	i	45	53	1	0	0	0	54	11	65
Director of Open Spaces	-	i	70	72	0	0	0	0	72	15	87
				1,291	10	0	159	0	1,460	263	1,723

Table 3 - 2016/17 remuneration for those senior employees required to be disclosed individually

Post Title	Name	Notes	Proportion charged to City's Cash activities where less than 100%	Salary (including fees and allowances)	Bonus	Expenses	Benefits in kind	Compensation for loss of office	Total Remuneration excluding pension contributions 2016/17	Pension Contributions	Total Remuneration including Pension Contributions 2016/17
			%	£000	£000	£000	£000	£000	£000	£000	£000
<b>Salary is £150,000 or more a year</b>											
Town Clerk and Chief Executive	J. Barradell	i	40	98	5	0	0	0	103	18	121
Chamberlain	P. Kane	i	35	59	0	0	0	0	59	10	69
<b>Salary is between £50,000 and £150,000</b>											
Deputy Town Clerk - retired 30/09/2016	-	i	40	28	0	0	0	28	56	5	61
Director of Culture, Heritage & Libraries - retired 31/01/2017	-	i	5	5	0	0	0	1	6	1	7
Comptroller & City Solicitor	-	i	25	37	2	0	0	0	39	7	46
City Surveyor - retired 31/10/2016	-	i	45	23	0	0	0	0	23	0	23
City Surveyor - started 03/10/2017	-	i	45	33	0	0	0	0	33	6	39
Head City of London School	-			154	0	0	39	0	193	20	213
Headmaster City of London Freeman's School	-			124	0	0	0	0	124	23	147
Headmistress City of London School for Girls	-			121	0	0	25	0	146	22	168
Remembrancer	-			131	0	0	0	0	131	23	154
Principal of the Guildhall School of Music & Drama - retired 31/01/2017	-			89	4	0	10	0	103	0	103
Principal of the Guildhall School of Music & Drama - started 30/01/2017	-			29	0	0	0	0	29	5	34
Private Secretary & Chief of Staff to the Lord Mayor	-			113	3	0	0	0	116	12	128
Director of Markets & Consumer Protection	-	i	45	51	0	0	0	0	51	9	60
Director of Open Spaces - retired 28/02/2017	-	i	70	63	3	0	0	0	66	13	79
Director of Open Spaces - started 01/03/2017	-	i	70	6	0	0	0	0	6	1	7
				1,164	17	0	74	29	1,284	175	1,459

Note to remuneration for senior employees disclosures:

- i. These officers provide services for the City of London Corporation's local authority and non-local authority activities. The remuneration included in tables 2 and 3 above relates to the proportion charged to City's Cash activities. The annualised salary for each of these officers is shown in table 4 below.

**Table 4 - Annualised Salaries**

<b>Post Title</b>	<b>Annualised Salary 2017/18 £000</b>	<b>Annualised Salary 2016/17 £000</b>
Town Clerk and Chief Executive	<b>248</b>	<b>245</b>
Chamberlain	<b>174</b>	<b>171</b>
Comptroller & City Solicitor	<b>152</b>	<b>151</b>
City Surveyor	<b>149</b>	<b>146</b>
Deputy Town Clerk - post deleted	<b>0</b>	<b>131</b>
Director of Culture, Heritage & Libraries - post deleted	<b>0</b>	<b>110</b>
Director of Markets & Consumer Protection	<b>118</b>	<b>116</b>
Director of Open Spaces	<b>103</b>	<b>98</b>

## **5. Tax Status**

The City of London Corporation is a single legal entity and legislation treats it as a local authority for tax purposes. City Re Limited, a wholly-owned subsidiary of the City of London Corporation in its City's Cash capacity, conforms to the tax requirements for Guernsey companies.

## 6. Investment Properties and other tangible fixed assets

### Consolidated

	<b>Land and Buildings</b>		<b>Plant</b>	<b>Assets</b>	
	<b>Investment</b>	<b>Freehold</b>	<b>and</b>	<b>Under</b>	
	<b>Properties (a)</b>	<b>(b)</b>	<b>Machinery</b>	<b>Construction</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>Cost / Valuation</b>					
At 1 April 2017	1,724.4	215.6	56.1	5.3	2,001.4
Additions	47.9	7.5	1.4	2.1	58.9
Revaluations	81.0	-	-	-	81.0
Disposals	(36.6)	-	-	-	(36.6)
Reclassifications (c)	0.9	-	-	-	0.9
Transfers	-	3.4	0.8	(4.3)	(0.1)
At 31 March 2018	<u>1,817.6</u>	<u>226.5</u>	<u>58.3</u>	<u>3.1</u>	<u>2,105.5</u>
<b>Depreciation</b>					
At 1 April 2017	-	(34.0)	(21.1)	-	(55.1)
Charge for the year	-	(5.8)	(1.9)	-	(7.7)
Disposals	-	-	-	-	0.0
At 31 March 2018	<u>-</u>	<u>(39.8)</u>	<u>(23.0)</u>	<u>-</u>	<u>(62.8)</u>
<b>Net book value</b>					
At 31 March 2017	<u>1,724.4</u>	<u>181.6</u>	<u>35.0</u>	<u>5.3</u>	<u>1,946.3</u>
At 31 March 2018	<u>1,817.6</u>	<u>186.7</u>	<u>35.3</u>	<u>3.1</u>	<u>2,042.7</u>
Leased assets included above:					
<b>Net book value</b>					
At 31 March 2017	<u>3.5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3.5</u>
At 31 March 2018	<u>2.7</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2.7</u>

Notes:

- External valuers value investment properties annually as at 31 March at market values determined in accordance with the RICS Valuation – Professional Standards (“the red book”). Previously the City Surveyor of the City of London Corporation, who is a Fellow of the Royal Institution of Chartered Surveyors (RICS), who valued properties representing some 60% of the estates’ value as at 31 March 2017 with the remainder valued by external valuers.
- As detailed in accounting policies note g, all other tangible fixed assets are valued at historic cost less depreciation on a straight-line basis to write off their costs over their estimated useful lives and less any provision for impairment. Freehold land and buildings includes items acquired since April 2000 based on depreciated historic cost. Consequently, some of the significant City’s Cash operational assets (e.g. Mansion House, Guildhall Complex, Schools



and Markets) are included at nil cost as they were generally acquired well before April 2000 and their original acquisition costs are no longer available. Subsequent expenditure on these assets is capitalised in line with accounting policies.

- c) Reclassifications of £0.9m represent adjustments relating to finance leases, with a £2.4m addition reflecting an obligation under a finance lease and a £1.5m reduction reflecting an investment property reclassified as a finance lease.
- d) City's Cash did not incur any finance costs during the year ended 31 March 2018 (2016/17: nil) and no finance costs have been capitalised.

## **7. Heritage assets**

Heritage assets are those with historical, artistic, scientific, technological, geophysical or environmental qualities which are maintained principally for their contribution to knowledge and culture. They are mainly held in trust for future generations.

Arising from its status and history, within its City's Cash fund, the City holds numerous heritage assets primarily open spaces, art and sculpture, prints, drawings and statues.

The City Corporation manages 11,000 acres of historic and natural green spaces across London and beyond, including Hampstead Heath and Epping Forest. Some of the sites have been owned and managed since as far back as 1870, protecting them from development and preserving them as a natural resource. They include important wildlife habitats, Sites of Special Scientific Interest, National Nature Reserves and outdoor space for sport, recreation and enjoyment for the public.

The art and sculpture collection is maintained as "a Collection of Art Treasures worthy of the capital" and includes a range of paintings documenting London's history. In addition, the City owns two heritage property assets, the Monument and Temple Bar, and two copies of the Magna Carta.

For some of the heritage assets the cost of obtaining reliable valuations in order to recognise them on the Balance Sheet outweighs the benefit of such recognition to the users of the financial statements. Furthermore, many of the assets are irreplaceable and/or there is often no active market for their sale, for example, valuations are not readily available for the original acquisition of open spaces land and their associated buildings, Monument, Temple Bar or the copies of the Magna Carta.

Nevertheless, the City's art and sculpture treasures, which represent the vast majority of the heritage assets, and recently acquired open space land are recognised for inclusion on the Consolidated Statement of Financial Position at a value of £181.4m (2016/17: £182.1m) as shown in the table below. Due to policy, budgetary and legal constraints there have been no significant acquisitions or disposals in the last five years.

	2018 £m	2017 £m
<b>Valuation (a)</b>		
At 1 April	182.1	182.1
Additions (b)	0.4	-
Impairment (c)	(1.2)	-
Transfer	0.1	-
<b>At 31 March</b>	<b>181.4</b>	<b>182.1</b>
Comprising:		
Art and sculptures (c)	180.6	181.7
Open spaces (b)	0.8	0.4
	<b>181.4</b>	<b>182.1</b>

Notes:

- The art works are included at cost, or where cost cannot be readily identified, on the basis of available information as a proxy for cost. Such information includes art market intelligence in relation to similar works, insurance requirements and some individual valuations from independent experts. Sculptures were valued at replacement cost by independent experts Gurr Johns. Recent additions to forest land were recognised at cost.
- Additions during the year comprise the cost of conserving the second world war heritage assets at Kenley Aerodrome and the inclusion of historic items held at Keats House.
- During the year a painting in the City's art collection was identified as having been stolen by the Nazis during world war two. The City returned the painting to members of the original owner's family during the year and the painting's carrying value of £1.2m has been treated as an impairment.

All expenditure on preservation and conservation is recognised in the Consolidated Statement of Comprehensive Income when it is incurred.

Catalogues are maintained for the heritage assets and most of them are available for public viewing. The statues and properties (the Monument and Temple Bar) can be seen and experienced from the public highway, treasures on display at the Guildhall Art Gallery can be visited by anyone free of charge and most of the other assets, sometimes held within restricted areas such as the Mansion House, can be viewed by publicly available organised tours or by appointment.

## 8. Non-property investment assets

Analysis of movement in non-property investment assets:

	2018 £m	2017 £m
<b>Non-property investments held by fund managers:</b>		
Total investments at 1 April	705.4	599.5
Add: additions to investments at cost	39.7	83.5
Less disposals at market value	(34.8)	(81.8)
Add net gain on revaluation	0.3	3.5
Less realised investments	(18.6)	(21.1)
Gain / (loss) in fair value	17.7	121.8
<b>Investments at 31 March</b>	<b>709.7</b>	<b>705.4</b>
<b>Non-property investments held by the City of London:</b>		
Total investments at 1 April	41.5	64.3
Change in short-term deposits and money market	6.6	(22.8)
Change in long term deposits	-	-
<b>Investments at 31 March</b>	<b>48.1</b>	<b>41.5</b>
<b>Total investments as at 31 March are analysed between long-term and short-term investments as follows:</b>		
Long term	700.1	699.0
Short term	57.7	47.9
	<b>757.8</b>	<b>746.9</b>

## 9. Intangible assets

During 2014/15 the City Corporation invested in an updated Oracle Business Intelligence system. This is recognised in these financial statements as an intangible asset on the basis of amortised historic cost at a value of £0.1m (2016/17: £0.5m).

	<b>Total £m</b>
<b>Cost / Valuation</b>	
At 1 April 2017	1.4
Additions	0.1
At 31 March 2018	<u>1.5</u>
<b>Depreciation</b>	
At 1 April 2017	(0.9)
Charge for the year	(0.5)
At 31 March 2018	<u>(1.4)</u>
<b>Net book value</b>	
At 31 March 2017	<u>0.5</u>
At 31 March 2018	<u>0.1</u>

## 10. Nature and extent of Risks arising from Financial Instruments

The primary long-term risk for City's Cash is that its assets will fall short of its liabilities (i.e. the costs to be met in the provision of the Fund's services). Therefore, the aim of investment risk management is to minimise the risk of an overall reduction in the value of the Fund and to maximise the opportunity for gains across the non-property investment portfolio of the Fund.

This note focusses on those investments which comprise cash that is not required for day to day purposes invested in deposits of varying fixed lengths and fixed interest rates in the London money markets, cash invested in top quality money market funds, non-property mainly pooled investments and private equity funds.

### Cash Investments

The carrying amount of the cash investments is assumed to be a reasonable approximation of fair value taking into account the period to maturity.

The Fund's activities expose it to a variety of financial risks:

- Credit risk – the possibility that other parties might fail to pay amounts due
- Liquidity risk – the possibility that the Fund might not have enough funds available to meet its commitments to make payments
- Market risk – the possibility that financial loss might arise as a result of changes in such measures as interest rates and stock market movements.

The City of London Corporation has adopted CIPFA's Treasury Management in the Public Services: Code of Practice. The Fund's overall risk management programme focuses on the

unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by a central treasury team, under policies approved annually by the Court of Common Council in the Treasury Management Strategy Statement.

### **Credit Risk**

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Fund's customers. Deposits are not made with banks and financial institutions unless they are rated independently with a minimum "score" of Long term A and Short term F1 or are building societies with assets over £9bn (or which have a minimum credit rating "score" similar to that set for the banks). The Fund also invests in Money Market Funds, which are subject to a minimum credit rating of AAA/mmF. The lending list is reviewed on a regular basis using advice from credit rating agencies and in-house judgements based partially on credit default swap rates.

The creditworthiness of the counterparties on the Fund's lending list is carefully monitored. Security of the investments was paramount but with liquidity and yield also being considerations. By the end of the year, the Fund effectively had ten potential borrowers in the form of banks and building societies and it has been necessary to maintain relatively high levels of individual maximum lending limits to accommodate lending requirements. The lending limits attributable to HSBC, Barclays, Royal Bank of Scotland and Santander UK were maintained at maximum lending limits of £100m each, and Lloyds Bank was fixed at £150m (this organisation being the Fund's banker). The lending limit for the Nationwide Building Society was maintained at £120m. The maximum duration for such loans was fixed at three years. The lending limits for the Yorkshire, Coventry, Skipton and Leeds Building Societies were maintained at £20m each and the duration for such loans was fixed at 1 year. The list also contains three foreign banks with individual limits of £25m, being National Australia Bank, Australia and New Zealand Banking Group and Svenska Handelsbanken. The lending list includes seven top rated Money Market Funds; Aberdeen Sterling Liquidity Fund, CCLA, Deutsche Liquidity Fund, Federated Liquidity Fund, Standard Life Liquidity Funds (formerly Ignis Liquidity Funds), Invesco, and Payden Sterling Reserve Fund. These funds effectively offer very short-term liquidity for deposits. The lending list also includes two short-dated bond funds, L&G and Royal London. The Fund also has short term deposits with other councils, each of which has a limit of £25m.

The Fund's maximum exposure to credit risk in relation to its investments in banks and money market funds cannot be assessed generally, as the risk of any institution failing to make interest payments or failing to repay the principal sum would be mainly specific to each individual institution. No credit limits were exceeded during the reporting period and the Fund does not expect any losses from non-performance by any counterparty in relation to outstanding deposits. As at 31 March 2018 the Fund had some £51.1m in money market funds and short-term cash investments with a maturity of less than 365 days, no long-term investments (maturity of 365 days or greater) and £6.6m in short-dated bond funds.

<b>Bad debt provision</b>	<b>As at 31 March 2018 £m</b>	<b>As at 31 March 2017 £m</b>
Less than three months	2.5	2.2
Three to six months	0.3	0.1
Six months to one year	0.1	0.1
More than one year	0.0	0.0
<b>Total</b>	<b>2.9</b>	<b>2.4</b>

### **Liquidity risk**

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. Officers monitor cash flows and take steps to ensure that there are adequate cash resources to meet the Fund's commitments.

### **Market risk (Interest rate risk)**

The Fund is exposed to significant risk in terms of its exposure to interest rate movements on its investments. Movements in interest rates have a complex impact on the Fund. For instance, a rise in interest rates would have the following effects:

- investments at variable rates – the interest income credited to the Income and Expenditure Account will rise
- investments at fixed rates – the fair value of the assets will fall.

The reduced interest rates for 2017/18 continue to have an adverse impact on the income earnings of the Fund which is anticipated to continue beyond 2017/18, although longer term deals are entered into wherever possible to earn higher rates when available.

### **Non-Property Investments (mainly pooled) and Private Equity Funds**

These investments are actively managed by eleven main external fund managers who are charged with the responsibility to increase asset values, whilst maintaining market risk to acceptable levels. They achieve this mainly through diversification of stock portfolios across several geographical locations and various industrial sectors and asset classes. The managers' investing practices are controlled by pre-defined levels of tolerance. The City of London Corporation's Financial Investment Board oversees the monitoring and performance of City's Cash non-property investments and is responsible for the appointment of fund managers.

Concentration risk is also controlled and monitored with a maximum proportion cap over the levels held in individual stocks as a set percentage of each manager's overall portfolio of stocks.

As part of each of the external fund managers' investing there is also a strict adherence to the principles of liquidity risk management to ensure cash flow requirements are met as and when they fall due.

All the investing policies and practices are reviewed regularly after thorough consideration of economic and market conditions, and overall care is taken to identify, manage and control exposure to the price movements of several categories of investments.

### **Sensitivity Analysis**

Following analysis of historical data and expected investment return movement during the financial year, in consultation with the Fund's investment consultant Mercer, the City of London Corporation has determined that the movements in market price risk set out in the table below are reasonably possible for the 2017/18 reporting period.

The table shows summary statistics illustrating the distributions generated by Mercer's asset liability models for a 10 year period, beginning 31 March 2018. These assumptions represent their best view based on historic and forward-looking analysis. In general, volatilities of interest rates, inflation and asset class returns for long-term projections are calibrated to historical experience. Over shorter modelling horizons, volatility is also influenced by prevailing market implied volatility conditions. The percentages refer to Mercer's expectations for the annualised standard deviation of returns for each asset class over 10 years. Expected volatilities over different time horizons will vary from this.

The potential increase/decrease in the market prices of the fund's assets provide a range of possible net asset values available to meet the fund's liabilities.

#### Potential Market Movements

The potential movements for price risk based on the different asset classes are provided below. The table uses data provided by the fund's investment consultant Mercer.

#### Potential Market Movements

Asset type	Change %
Global equities - developed markets (including UK)	16.7
Global equities - emerging markets	28.5
Global bonds	4.4
Multi-asset	7.5
Private equity	24.2
<b>Total non-property investments</b>	<b>13.9</b>

These percentages have been used to calculate the following potential increases / (decreases) in the value of investments.

Asset type	Value £m	Change %	Value on increase £m	Value on decrease £m
Global equities - developed markets (including)	490.2	16.7	572.1	408.3
Global equities - emerging markets	18.0	28.5	23.1	12.9
Global bonds	34.2	4.4	35.7	32.7
Multi-asset	143.9	7.5	154.7	133.1
Private equity	23.5	24.2	29.2	17.8
Short-term UK deposits and money market funds	48.1	0.0	48.1	48.1
<b>Total non-property investments</b>	<b>757.9</b>	<b>13.9</b>	<b>862.9</b>	<b>652.9</b>

### Currency Risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The fund is exposed to currency risk on financial instruments that are denominated in any currency other than the functional currency of the fund (UK sterling). The following table summarises the position as at 31 March 2018 and uses data provided by the fund's custodian bank BNY Mellon.

Currency	Value £m	Change %	Value on increase £m	Value on decrease £m
GBP	361.8	0.00	361.8	361.8
EUR	70.4	2.67	72.3	68.5
USD	231.4	2.87	238.0	224.8
Other	94.2	3.48	97.5	90.9
<b>Total non-property investments</b>	<b>757.8</b>		<b>769.6</b>	<b>746.0</b>

## 11. Stocks of Finished Goods

A variety of purchased items are held in stock amounting to £0.5m (2016/17: £0.5m) to ensure responsive delivery of services, mainly relating to those provided at the City's open spaces, schools and ceremonial functions.



## 12. Debtors

	2018 £m	2017 £m
Amounts falling due within one year:		
Sundry debtors	14.6	13.9
Rental debtors	10.8	10.1
School Fees	3.6	1.4
Prepayments and accrued income	4.0	4.1
VAT	0.5	1.8
Accrued interest	0.9	0.7
	<u>34.4</u>	<u>32.0</u>
Amounts falling due after more than one year:		
Sundry debtors	0.7	0.4
	<u>0.7</u>	<u>0.4</u>
	<u>35.1</u>	<u>32.4</u>

## 13. Creditors – amounts falling due within one year

	2018 £m	2017 £m
Sundry creditors	34.1	34.9
Rental income received in advance	14.5	15.1
Other receipts received in advance	10.2	8.2
VAT	0.2	1.6
	<u>59.0</u>	<u>59.8</u>

## 14. Deferred income

	2018 £m	2017 £m
Lease premium income		
- due within one year	0.4	0.3
- due within two to five years	1.5	1.0
- due in more than five years	63.9	41.8
	<hr/>	<hr/>
Total lease premium income (note i)	65.8	43.1
	<hr/>	<hr/>

Note:

- i) Premia of £43.4m relating to three operating leases were received between 2014/15 and 2016/17. Four further operating lease premia totalling £23.0m were received in 2017/18. These premia have been deferred in accordance with accounting policies note e) and are to be released over their lease terms.

## 15. Finance leases

### City's Cash as Lessee

One investment property agreement has been classified as a finance lease. Payments will be made over the term of the lease to meet the costs of the long-term liability and the finance costs payable. The minimum lease payments in relation to the lease are:

	Net Present Value of Minimum Lease Payments	
	2018 £m	2017 £m
Not later than one year	-	-
Later than one year and not later than five years	0.1	-
Later than five years	2.3	-
	<hr/>	<hr/>
	2.4	0.0
	<hr/>	<hr/>

### City's Cash as Lessor

City's Cash has a gross investment in one finance lease relating to the minimum lease payment expected to be received over the remaining term of the lease. The minimum lease payments comprise settlement of the long-term debtor for the interest in the property acquired by the lessees and finance income that will be earned by City's Cash in future years whilst the debt remains outstanding. The gross investment is made up of the following amounts:

	2018 £m	2017 £m
Finance lease debtor (net present value of minimum lease payments)		
- current	-	-
- non-current	1.5	-
Unearned finance income	2.2	-
Unguaranteed residual value of property	-	-
<b>Gross investment in the lease</b>	<b>3.7</b>	<b>0.0</b>

The gross investment in the lease and the minimum lease payments receivable will be received over the following periods:

	Gross Investment in Lease		Net Present Value of Minimum Lease Payments	
	2018 £m	2017 £m	2018 £m	2017 £m
Not later than one year	-	-	-	-
Later than one year and not later than five years	0.1	-	-	-
Later than five years	3.6	-	1.5	-
	<b>3.7</b>	<b>0.0</b>	<b>1.5</b>	<b>0.0</b>

The minimum lease payments receivable are calculated at the inception of the lease and do not take account of future events taking place after the lease was entered into, such as adjustments following rent reviews.

## 16. Provisions

City Re Limited has set aside £2.1m (2016/17: £1.9m) for the settlement of known insurance claims at the balance sheet date. The estimate is based on a case by case assessment of each claim and takes into account previous claims experience.

## 17. Pensions

### *City of London Corporation defined benefit pension scheme*

The City of London Corporation operates a funded defined benefit pension scheme, The City of London Pension Fund, for its staff employed on activities relating to its three funds (i.e. City Fund, City's Cash and Bridge House Estates).

The assets of the scheme are held in a specific trust separately from those of the Corporation and contributions are paid to the scheme as agreed with the scheme's Trustees. As the proportion of the Pension Fund that relates to City's Cash is not separately identifiable, the share of pension contributions paid to the scheme by the Trust is calculated pro-rata to employer's contributions paid by each of the City of London Corporation contributors to the scheme.

### *Teachers' Pension Scheme*

In addition to City of London Corporation employees being able to participate in the City of London Pension Fund, teachers at the City of London Corporation's four private schools are eligible to participate in the TPS.

The table below shows how the total pension deficit recorded on the Consolidated Statement of Financial Position of £291.0m (2017: £294.2m) is split between The City of London Pension Fund and the Teachers' Pension Scheme.

<b>Pension scheme liabilities</b>	<b>2018</b>	<b>2017</b>
	<b>£m</b>	<b>£m</b>
The City of London Pension Fund	<b>278.5</b>	281.0
The Teachers' Pension Scheme	<b>12.5</b>	13.2
<b>Total pension scheme liabilities</b>	<b>291.0</b>	<b>294.2</b>

### *Accounting for The City of London Pension Fund under IAS19*

The actuarial valuation of the defined benefit scheme was updated at 31 March 2017, by Barnett Waddingham, an independent qualified actuary in accordance with IAS19. As required by IAS 19, the defined benefit liabilities have been measured using the projected unit method. The valuation has been completed under IFRS, in line with the City Fund requirements, rather than FRS102, with the differences considered not to be materially incorrect. The next actuarial valuation of the Scheme will be carried out as at 31 March 2019 and will set contributions for the period from 1 April 2020 to 31 March 2023.

The expected rate of return on the scheme's assets for the financial year ending 31 March 2018 was 2.0% p.a. (2017: 7.0% p.a.). This rate is based on the long-term future expected investment

return for each asset class at the beginning of the period (i.e. as at 1 April 2018) for the year to 31 March 2019. The returns on gilts and other bonds are assumed to be the gilt yield and corporate bond yield respectively at the relevant date. The return on equities is then assumed to be a margin above gilt yields.

At 31 March 2018, the actuarial deficit on City's Cash's share of the Scheme was £278.5m (2017: £281.0m). City's Cash's share of the market value of the Schemes' assets was £423.3m (2017: £413.1m).

The estimated amount of total employer contributions expected to be paid to the scheme by City's Cash during the year to 31 March 2019 is £12.6m (actual for year to 31 March 2018: £12.9m). This figure is calculated pro-rata to total contributions that will be payable by the City of London Corporation in accordance with the Schedule of Contributions towards the scheme's deficit.

**(a) Major assumptions by the actuary**

***Financial***

The financial assumptions used for the purposes of the IAS19 calculations are as follows:

<b>Assumptions as at 31 March</b>	<b>2018 % per annum</b>	<b>2017 % per annum</b>	<b>2016 % per annum</b>
RPI increases	3.3	3.6	3.2
CPI increases	2.3	2.6	2.3
Salary increases	3.8	4.1	3.8
Pension increases	2.3	2.6	2.3
Discount rate	2.55	2.7	3.6

***Life expectancy***

<b>Assumed life expectancy from age 65 years</b>	<b>Sex</b>	<b>2018</b>	<b>2017</b>
Age 65 retiring today	Male	23.9	23.8
Age 65 retiring today	Female	25.2	25.2
Retiring in 20 years	Male	25.3	25.2
Retiring in 20 years	Female	26.7	26.7

The table reflects the change in the mortality tables used for the 31 March 2016 valuation and allowance is made for future improvements in life expectancy.

**(b) Amounts included in the Consolidated Statement of Financial Position**

The amounts included in the City's Cash Consolidated Statement of Financial Position (CSoFP) arising from the City of London Corporation Pension Fund's liabilities in respect of the defined benefit scheme for the current and previous two periods are as follows:

	2018		2017		2016	
Net Pension Asset as at	City's Cash Consolidated	City of London Corporation	City's Cash Consolidated	City of London Corporation	City's Cash Consolidated	City of London Corporation
	£m	£m	£m	£m	£m	£m
Fair value of fund assets (bid)	423.3	900.7	413.1	878.9	349.7	728.6
Funded liability present value	(699.2)	(1,487.6)	(691.2)	(1,470.7)	(578.5)	(1,205.2)
<b>Net liability</b>	<b>(275.9)</b>	<b>(586.9)</b>	<b>(278.1)</b>	<b>(591.8)</b>	<b>(228.8)</b>	<b>(476.6)</b>
Unfunded liability present value	(2.6)	(5.7)	(2.9)	(6.1)	(2.9)	(6.1)
<b>Net liability on CSoFP *</b>	<b>(278.5)</b>	<b>(592.6)</b>	<b>(281.0)</b>	<b>(597.9)</b>	<b>(231.7)</b>	<b>(482.7)</b>

\* the total net pension fund liability shown on the Consolidated Statement of Financial Position is £291.0m (2016/17: £294.2m), which comprises the liability relating to the City of London Pension Fund of £278.5m as shown in the table above (2016/17: £281.0m) and a liability of £12.5m (2016/17: £13.2m) relating to the Teachers' Pension Scheme.

The net pension fund liability of £278.5m in the Consolidated Statement of Financial Position (2017: £281.0m) represents 47% of the total net balance sheet liability in the City of London Corporation Pension Fund Financial Statements.

**(c) Amounts recognised in the Consolidated Statement of Comprehensive Income**

	2018	2017
	£m	£m
Current service cost	(20.6)	(13.3)
Administration cost	(0.3)	(0.2)
Gains / (losses) on settlements and curtailments	(0.2)	(0.4)
Employer contributions	12.7	10.0
Unfunded pension payments	0.2	0.3
<b>Net pension scheme costs</b>	<b>(8.3)</b>	<b>(3.6)</b>
Return on pension scheme assets	11.2	12.3
Interest on pension scheme liabilities	(18.6)	(20.3)
<b>Net finance income / (expenses) *</b>	<b>(7.4)</b>	<b>(8.0)</b>
<b>Net charge to the Consolidated Statement of Comprehensive Income</b>	<b>(15.7)</b>	<b>(11.6)</b>

\* the total value shown in the Consolidated Statement of Comprehensive Income for net financing expenses attributable to pension schemes amounts is £7.6m (2016/17: net

expenses of £8.3m), which comprises expenses relating to the City of London Pension Fund of £7.4m (as shown in the table above) and expenses of £0.2m relating to the TPS.

(d) **Amounts included in the Consolidated Statement of Changes in Equity**

	2018 £m	2017 £m
Actual return less expected return on pension scheme assets	(2.0)	57.5
Experience gains and (losses)	-	11.4
Changes in assumptions underlying the present value of liabilities	20.0	(106.6)
Actuarial gains/(losses) in pension scheme	18.0	(37.7)
Increase/(decrease) in irrecoverable surplus	-	-
<b>Actuarial gains/(losses) recognised in the Consolidated Statement of Changes in Equity *</b>	<b>18.0</b>	<b>(37.7)</b>

\* the total value shown in the Consolidated Statement of Changes in Equity for actuarial gains is £18.9m (2015/16: losses of £38.1m), which comprises the actuarial gain relating to the City of London Pension Fund of £18.0m (as shown in the table above) and an actuarial gain of £0.9m relating to the Teachers' Pension Scheme.

(e) **Asset allocation**

The allocation of the scheme's assets at 31 March is as follows:

Employer asset share - bid value	2018		2017	
	£m	% per annum	£m	% per annum
Equities	277.2	65	269.5	65
Cash	2.5	1	(0.1)	-
Infrastructure	24.8	6	18.6	5
Absolute Return Portfolio	118.8	28	125.1	30
<b>Total assets</b>	<b>423.3</b>	<b>100</b>	<b>413.1</b>	<b>100</b>

**(f) Movement in the present value of scheme liabilities**

Changes in the present value of the scheme liabilities over the year are as follows:

<b>Reconciliation of opening and closing balances of the present value of the defined benefit liability</b>	<b>2018 £m</b>	<b>2017 £m</b>
Opening defined benefit liability	<b>(694.1)</b>	(581.4)
Current service cost	<b>(20.6)</b>	(13.3)
Interest cost	<b>(18.6)</b>	(20.3)
Actuarial gain / (losses)	<b>20.0</b>	(90.3)
Gains / (losses) on curtailments	<b>(0.2)</b>	(0.4)
Liabilities (assumed)/extinguished on settlements	<b>0.4</b>	-
Estimated benefits paid net of transfers in	<b>15.6</b>	15.5
Contributions by scheme participants	<b>(4.5)</b>	(4.2)
Unfunded pension payments	<b>0.2</b>	0.3
<b>Closing defined benefit liability</b>	<b><u>(701.9)</u></b>	<b><u>(694.1)</u></b>

**(g) Movement in the scheme net liability**

The net movement in the scheme liabilities over the year are as follows:

	<b>2018 £m</b>	<b>2017 £m</b>
Surplus (deficit) at the beginning of the year	<b>(281.0)</b>	(231.7)
Current service cost	<b>(20.6)</b>	(13.3)
Net interest	<b>(7.4)</b>	(8.0)
Settlements and curtailments	<b>(0.1)</b>	(0.4)
Other finance income (expense)	<b>(0.3)</b>	(0.2)
Employers contributions	<b>12.7</b>	10.0
Unfunded pension payments	<b>0.2</b>	0.3
Actuarial gains / (losses)	<b>18.0</b>	(37.7)
<b>Surplus (deficit) at the end of the year</b>	<b><u>(278.5)</u></b>	<b><u>(281.0)</u></b>



(h) **Movement in the present value of scheme assets**

Changes in the fair value of the scheme assets over the year are as follows:

<b>Reconciliation of opening and closing balances of the fair value of scheme assets</b>	<b>2018 £m</b>	<b>2017 £m</b>
Opening fair value of scheme assets	<b>413.1</b>	349.7
Interest on assets	<b>11.2</b>	12.3
Return on assets less interest	<b>(2.0)</b>	57.5
Actuarial gains / (losses)	-	(4.9)
Administration expenses	<b>(0.3)</b>	(0.2)
Contributions by employer including unfunded	<b>12.9</b>	10.3
Contributions by scheme participants	<b>4.5</b>	4.2
Estimated benefits paid net of transfers in and including unfunded	<b>(15.8)</b>	(15.8)
Settlement prices received / (paid)	<b>(0.2)</b>	-
<b>Closing value of scheme assets at end of period</b>	<b>423.3</b>	413.1

(i) **Historical information – Amounts for the current and previous periods**

The following amounts for 2014-2018 have been recognised under the “Actuarial gains and losses on defined benefit pension scheme” heading within the Consolidated Statement of Changes in Equity:

	<b>2018 £m</b>	<b>2017 £m</b>	<b>2016 £m</b>	<b>2015 £m</b>	<b>2014 £m</b>
Present value of defined benefit liability	<b>(701.9)</b>	(694.1)	(581.4)	(603.1)	(521.9)
Fair value of scheme assets	<b>423.3</b>	413.1	349.7	362.8	325.2
Deficit in the scheme	<b>(278.5)</b>	(281.0)	(231.7)	(240.3)	(196.7)
Experience adjustments on scheme liabilities	-	11.4	0.2	(0.1)	5.2
Percentage of scheme liabilities	<b>0.0%</b>	1.6%	0.0%	0.0%	1.0%
Experience adjustments on scheme assets	<b>(2.0)</b>	57.5	(21.6)	19.9	(5.8)
Percentage of scheme assets	<b>(0.5%)</b>	13.9%	(5.7%)	4.6%	(1.8%)
Cumulative actuarial gains and losses	<b>(80.0)</b>	(91.1)	(53.4)	(77.1)	(36.0)

The cumulative gains and losses in the table above start from 1 April 2005.

j) **Sensitivity analysis**

Below is listed the impact on the Scheme liabilities of changing key assumptions whilst holding other assumptions constant.

	£m	£m	£m
Adjustment to discount rate	0.1%	0.0%	(0.1%)
Present value of total liability	689.2	701.9	714.7
Projected service cost	19.3	19.7	20.2
Adjustment to long-term salary increase	0.1%	0.0%	(0.1%)
Present value of total liability	703.2	701.9	700.5
Projected service cost	19.7	19.7	19.7
Adjustment to pension increases and deferred revaluation	0.1%	0.0%	(0.1%)
Present value of total liability	713.4	701.9	690.5
Projected service cost	20.2	19.7	19.3
Adjustment to mortality age rating assumption	+ 1 year	None	- 1 year
Present value of total liability	728.3	701.9	676.4
Projected service cost	20.4	19.7	19.1

(k) **Projected pension expense for the year to 31 March 2018**

No allowance has been made for the costs of any early retirements or augmentations which may occur over the year and whose additional capitalised costs would be included in the liabilities. As it is only an estimate, actual experience over the year may differ. No balance sheet projections have been provided on the basis that they will depend upon market conditions and the asset value of the scheme at the end of the following year.

	<b>Projected Year to 31 March 2019 £m</b>	<b>Actual Year to 31 March 2018 £m</b>
Service cost	19.7	20.7
Net interest on the defined liability/(asset)	6.9	7.4
Administration expenses	0.4	0.3
<b>Total expense</b>	<b>27.0</b>	<b>28.4</b>
 <b>Employer contributions</b>	 <b>12.6</b>	 <b>12.9</b>

## 18. Capital and Reserves

<b>Consolidated</b>	Balance at 1 April 2017 £m	Additions £m	Disposals £m	Depreciation £m	Unrealised Gains /(Losses) £m	Transfers £m	Balance at 31 March 2018 £m
Operational Capital	222.4	11.1	-	(8.2)	-	(0.1)	225.2
Heritage Assets Reserve	182.1	0.4	(1.2)	-	-	0.1	181.4
Income Generating Fund							
- Investment Properties	139.4	47.9	(35.7)	-	-	-	151.6
- Non-Property Investments	699.0	39.7	(56.6)	-	18.0	-	700.1
- Revaluation Reserve - Investment Properties	1,585.0	-	-	-	81.0	-	1,666.0
Income Generating Fund	2,423.4	87.6	(93.5)	-	99.0	0.0	2,517.7
Pension Reserve	(294.2)	-	(15.7)	-	18.9	-	(291.0)
Working Capital Fund	(13.7)	-	(8.1)	-	-	-	(21.8)
<b>Total Capital and Reserves</b>	<b>2,520.0</b>	<b>98.7</b>	<b>(117.3)</b>	<b>(8.2)</b>	<b>117.9</b>	<b>-</b>	<b>2,611.5</b>

Notes to capital and reserves:

- Operational Capital – reflects the Statement of Financial Position for operational assets.
- Heritage Asset Reserve – reflects the Statement of Financial Position for heritage assets.
- Income Generating Fund – comprises the asset values of investment properties and non-property investment assets, which generate the income to fund City's Cash activities and services.
- Working capital Fund – reflects the SOFP for net current assets and provisions for liabilities.
- The City of London Corporation manages and funds ten registered charities (listed on page 9) which are consolidated within City's Cash accounts. The total funds of these charities amounts to £61.823m (2016/17: £61.829m), comprising unrestricted funds of £29.004m (2016/17: £29.343m), restricted funds of £0.110m (2016/17: £0.107m) and endowment funds of £32.709m (2016/17: £32.379m). Restricted and endowed funds include income that is subject to specific restrictions imposed by the donor. Further details can be found in the separately published accounts of each charity, which are filed with the Charity Commission and can be viewed at: <https://www.gov.uk/government/organisations/charity-commission>.

**19. Reconciliation of operating surplus / (deficit) to net cash flow provided by / (used in) operating activities**

	2017/18	2016/17
	£m	£m
<b>Operating surplus for the reporting period</b>	<b>73.6</b>	<b>229.2</b>
<b>Adjustments for:</b>		
Depreciation charges	8.2	7.3
Net pension scheme costs	8.1	3.6
(Gains)/losses on non-property investments	(17.7)	(121.8)
(Gains)/losses on property investments	(81.0)	(122.2)
Dividends, interest and rents from investments	(1.1)	(1.4)
(Increase)/decrease in stock	-	(0.1)
(Increase)/decrease in debtors	(2.7)	(0.6)
Increase/(decrease) in creditors falling due within one year	(0.8)	3.1
Release of deferred income	0.4	(0.3)
Increase/(decrease) in provision	0.2	0.1
<b>Net cash provided by / (used in) operating activities</b>	<b>(12.8)</b>	<b>(3.1)</b>

## 20. Financial commitments

Material (in excess of £3m) contractual capital commitments are as follows:

	<b>Consolidated</b>	
	<b>2018</b>	<b>2017</b>
	<b>£m</b>	<b>£m</b>
Contracted for but not provided for contract commitments (a)	<b>18.9</b>	5.1
	<b>18.9</b>	5.1

Notes:

- a) The contract commitment of £18.9m relates to the purchase of the freehold of an operational property (2016/17: the £5.1m related to a replacement swimming pool at the City of London Freemen's School).
- b) City's Cash has no material commitments under operating leases.
- c) The City of London Corporation has agreed a £50m contribution to Crossrail from City's Cash subject to completion of the works. It is anticipated that the contribution will be made in equal instalments during 2018/19 and 2019/20. The agreement with Crossrail is considered to be an executory contract and therefore outside the scope of FRS102.

## 21. Related party transactions

All Members of the Committees governing City's Cash are appointed by the City of London Corporation to act on its behalf. The City of London Corporation also employs all staff. The costs of those staff employed directly on City's Cash activities are allocated to those activities accordingly.

The City of London Corporation provides support services for the activities undertaken by each of its funds. These support services include management, surveying, financial, banking, legal and administrative services. Where possible support service costs are allocated directly to the funds concerned. For those costs that cannot be directly allocated, apportionments are made between the City Corporation's funds on the basis of time spent. Premises costs are apportioned on the basis of areas occupied by services.

With regard to banking services, the City of London Corporation allocates all transactions to City's Cash at cost and credits or charges interest at a commercial rate.

The City of London Corporation also provides the above services to a number of charities. The cost of these services is borne by City's Cash in relation to most of these charities. A list of charities managed by the City of London Corporation is available on request from the Chamberlain.

City's Cash initially bears the full costs of corporate capital projects with the City's other funds, City Fund and Bridge House Estates, reimbursing their shares of expenditure in the years in which costs are accrued.

Transactions are undertaken by City's Cash on a normal commercial basis in compliance with the City's procedures irrespective of any possible interests.

As a matter of policy and procedure, the City of London Corporation ensures that Members and officers do not exercise control over decisions in which they have an interest.

### Standing Orders

The City of London has adopted the following Standing Order in relation to declarations of personal and beneficial interests:

"If a matter for decision is under consideration by the Court, or any Committee thereof, in which a Member has a personal interest, he must declare the existence and nature of his interest in accordance with the Code of Conduct."

### Disclosure

Members are required to disclose their interests and these can be viewed online at: <http://democracy.cityoflondon.gov.uk/mgMemberIndex.aspx?bcr=1>.

Members and Chief Officers have been requested to disclose related party transactions of £10,000 or more, including instances where their close family has made transactions with the City of London.

During 2017/18 the following transactions (rounded to the nearest thousand) were disclosed:

- a Member was employed by Aberdeen Standard Investment who manage various long term investment mandates on behalf of the City Corporation. Management fees paid by City's Cash totalled £265,000.
- a Member declared that a member of their family worked for Bishop & Sewell which was paid £29,000 by City's Cash for auditing and transparency advice.
- a Member is a commissioner on the Institute for Public Policy Research commission on economic justice which received a grant from City's Cash of £75,000.
- A Member is a Director of the Museum of London Archaeology Service who received £19,000 for services.
- a Member was a Director of Centre for London Ltd which received £25,000 (2016/17: £22,000) sponsorship from City's Cash;
- the City Corporation nominated six Members to the various committees of London Councils and another Member declared that he had an independent place on a number of Committees. £1,265,000 (2016/17: £1,265,000) was received by City's Cash for the provision of premises and services;

- the City Corporation nominated five Members to the Board of Governors of the City of London Academies Trust. Grants totalling £928,186 (2016/17: grants of £384,000 and services purchased from City's Cash £14,000) were made to the multi academy Trust;
- the City Corporation nominated four Members to the Board of Governors of the City of London Academy Hackney. Grants totalling £150,000 (2016/17: £191,000) was paid to the Academy;
- the City Corporation nominated three Members to the Board of Governors of the City of London Academy Islington. Grants totalling £150,000 (2016/17: £173,000) was paid to the Academy;
- the City Corporation nominated three Members to the Guild Church Council of St. Lawrence Jewry and three other Members declared places on the Council. The church received a grant of £85,000 from the City Corporation;
- a Member was a shareholder and managing director of a company leasing market premises for which £69,000 (2016/17: £84,000) was received in rent and service charges;
- another Member was also a director of a company leasing market premises for which £248,000 (2015/16: £298,000) was received in rent and service charges;
- one Member declared an interest in PWC LLP which was paid £19,000 (2016/17: two Members, £105,000) for consultancy services;
- The City Corporation nominated six Members to the Gresham College Council which received grants of £399,000 (2016/17: £388,000) from City's Cash and paid £16,000 (2016/17: £13,000) to City's Cash for hire of facilities;
- five Members and two Chief Officer were directors of the 'Lord Mayor's Show Ltd'. The company paid City's Cash £48,000 for services and City's Cash paid the company £96,000 for participation fees and hostile vehicle mitigation costs (2016/17: £11,000);
- five Members were Governors or Almoners of Christ's Hospital which is paid £48,000 (2016/17: £48,000) annually for a 'presentation' place to secure the right to present one child per year to enter the school;
- two Members were on the Board of the Housing and Finance Institute for which City's Cash provided £40,000 (2016/17: £40,000) as a founding member;
- four Members were Trustees of Crossrail Art Foundation which received £849,000 (2016/17: £1,300,000) from City's Cash as match funding of the Crossrail Arts Strategy;
- fifteen Members were part of the governance structure for The Honourable The Irish Society which received £25,000 (2016/17: £25,000) in grant funding;
- a Member declared that the City's Cash auditors, Moore Stephens, also audit the livery company of which he is a Court member. Moore Stephens received £91,000 (2016/17: £105,000) for the audit of City's Cash;

- five Members and one Chief Officer were Trustees of City Arts Trust Ltd which paid £59,000 (2016/17: £110,000) to City's Cash for premises costs and event fees;
- a Member was Director of TheCityUK which received grants totalling £500,000 from City's Cash (2016/17: £520,000);
- six Members were appointed as Governors of the Museum of London. City's Cash paid £93,000 to the Museum for the funding of a number of initiatives and received £39,000 from the Museum for the provision of services;
- Mr. S. LePrevost served as a director of City Re Limited and of the insurance manager, JLT Insurance Management (Guernsey) Limited during the period. Management fees paid in respect of the financial year totalled £51,975 (2016/17: £51,912); and
- profit commission calculated at 1.5% of City Re Limited's profit before tax in the financial period is payable to the company manager JLT Insurance Management (Guernsey) Limited. An amount of £3,779 (2016/17: £2,457) is payable as at 31 March 2018.

During 2016/17 the following transactions (rounded to the nearest thousand) were also disclosed:

- a Member sat on the Innovate Finance Advisory Council which received £350,000 from City's Cash, being the third-year payment towards the establishment of the organisation;
- a Member declared that his accountants were RSM UK Group LLP who were paid £29,000 (2015/16: £183,000) from City's Cash for auditing and consultancy services;
- a Member declared that a member of their family worked for Knight Frank which was paid £17,000 for services from City's Cash;
- a Member sat on the New Entrepreneurs Foundation Council which received £20,000 (2015/16: £20,000) sponsorship from City's Cash;
- a Member declared that he had an investment portfolio managed by Ruffer LLP which also managed an investment portfolio for City's Cash. Management fees paid to Ruffer were £389,000 (2015/16: £385,000);
- a Member declared that a member of their family worked for Simmons & Simmons LLP which paid £15,281,000 to City's Cash for the purchase of Creechurch House;
- a Member was a director of Coexist House which received a grant of £20,000 from City's Cash to promote the understanding of religion and to encourage respect and tolerance;

## **22. Subsequent events**

- There are risks to City's Cash from the vote to leave the EU. In particular, the future levels of demand for office accommodation in the City and surrounding areas and the consequential impacts on rent incomes. A close watching brief will be kept on this and other implications as events unfold with financial forecasts being refreshed if and when the picture becomes clearer.



- The purchase of the freehold of an operational property was completed in October 2018 with a final payment of £18.9m. At the balance sheet date this was recognised as a contractual capital commitment but not provided for and was disclosed in note 20 on page 57.

## **23. Approval of the financial statements**

The City's Cash Accounts were approved for issue by the Chamberlain on 13 November 2018. Events after the balance sheet date and up to 13 November 2018 have been considered in respect of a material effect on the financial statements. Events taking place after this date are not reflected in the financial statements or notes.

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## City's Cash, City's Cash Trusts, and the Corporation's Sundry Trusts & Other Accounts

**Draft Audit Management Report on the 2017-18 Financial Statements Audit**

**REPORT TO THOSE CHARGED WITH GOVERNANCE  
NOVEMBER 2018**

# Contents

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# 1 Purpose of the report

International Standard on Auditing (UK & Ireland) 260, “Communication with those charged with governance” requires Moore Stephens to report to those charged with governance on the significant findings from our audit.

This report aims to provide management and trustees with constructive observations arising from the audit process. We set out in this report details of:

- any expected modifications to our audit reports;
- any unadjusted items in the financial statements (except any unadjusted items which are clearly trivial) including the effect of unadjusted items related to prior periods on the current period;
- any material weaknesses in systems we have identified during the course of our audit work and our views about the quality of accounting practices and financial reporting procedures; and
- any other relevant matters.

Our procedures are carried out solely for the purpose of our audit so that we can form and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Our audit does not necessarily disclose every weakness and for this reason the matters referred to may not be the only shortcomings which exist.

We take this opportunity to remind you that:

- This report has been prepared for the sole use of the City of London Corporation;
- It must not be disclosed to any third party without our written consent; and
- No responsibility is assumed by us to any other person who may choose to rely on it for their own purposes.

The report has been discussed and agreed with the Chamberlain.

We would like to thank the Chamberlain, Dr Peter Kane, Caroline Al-Beyerty and the Finance Team for their co-operation and assistance during our audit.

## 2 Audit conclusion

In our opinion the financial statements of the following bodies give a true and fair view and comply with FRS 102.

<b>City's Cash</b>	
<b>City's Cash Trusts</b>	Ashtead Common
	Burnham Beeches & Stoke Common
	Epping Forest
	Hampstead Heath
	Highgate Wood & Queens Park Kilburn
	West Ham Park
	West Wickham Common and Spring Park Coulsdon & Other Commons
<b>Sundry and Other Trusts</b>	Ada Lewis Winter Distress Fund
	Charities Administered in Connection with (ICW) The City of London Freeman's School
	City Educational Trust Fund
	City of London Almshouses
	City of London Corporation Combined Education Charity
	City of London Corporation Relief of Poverty Charity
	City of London Freeman's School Bursary Fund
	City of London School Bursary Fund
	City of London School Education Trust
	City of London School Girls Bursary Fund
	Corporation of London Charities Pool
	Emmanuel Hospital
	Guildhall Library Centenary Fund
	Hampstead Heath Trust
	Keats' House
	King George's Field
	Samuel Wilson's Loan Trust
	Signore Pasquale Favale Bequest
	Sir Thomas Gresham Charity
	Sir William Coxen Trust Fund
	Vickers Dunfee Memorial Benevolent Fund

We are pleased to report that our audit reports, which are included in each of the above financial statements, are unqualified. In our opinion, from information provided to us during the audit, no events or conditions appear to exist which cast doubt on the ability of the bodies listed above to continue as a going concern. We are therefore satisfied with the disclosures in the financial statements.

Our audit opinions are based on your approval of the financial statements and signing of the Letters of Representation, a draft of which has been included as an appendix to this report. Within the letters, you have confirmed that there are no subsequent events, other than those noted, that require amendment to the financial statements.

## 3 Respective responsibilities

### Responsibilities of Management

The City of London Corporation is responsible for preparing the City's Cash financial statements in accordance with United Kingdom Accounting Standards - FRS 102. It is also responsible for keeping proper accounting records and safeguarding assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Responsibilities of the Trustees

The Trustees are responsible for preparing the Trustees' Report and the financial statements of City's Cash Trusts and the Sundry and Other Trusts in accordance with applicable law and regulations. The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with applicable law and United Kingdom Accounting Standards – FRS 102. The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charities and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charities will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charities transactions and disclose with reasonable accuracy at any time the financial position of the charities and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charities and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Responsibilities of the Auditor

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 (APB's) Ethical Standards for Auditors.

The audit includes the consideration of internal controls relevant to the preparation of the financial statements but we do not express an opinion on the effectiveness of internal control. We are also required to communicate any significant matters arising from the audit of the financial statements that are relevant to those charged with governance in overseeing the financial reporting process. The matters being reported are limited to those deficiencies in control that we have identified during the audit and that we have concluded are of sufficient importance to merit being reported to those charged with governance.

International Standards on Auditing (UK and Ireland) do not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate with those charged with governance.

### Fee

The fee for the 2017-18 audit of City's Cash, City's Cash Trusts and Sundry and Other Trusts amounts to £82,700. A further £10,000 is payable by City's Cash for the 2017-18 audit year for associated audit services at the Guildhall School of Music and Drama.

In our Audit Planning Report we set out that the fee was dependent upon:

- City of London Corporation delivering a complete Annual Report and Accounts of sufficient quality that have been subject to appropriate internal review on the date agreed;
- City of London Corporation delivering good quality supporting evidence and explanations within the agreed timetable; and

- Appropriate City of London Corporation staff being available during the audit.

We have not encountered any significant delays or difficulties during the 2017-18 audit. We have provided no non-audit services during 2017-18.

## Materiality

The concept of materiality recognises that financial statements are rarely absolutely correct, and that an audit is designed to provide reasonable, rather than absolute, assurance that the financial statements are free from material misstatement. A matter is material if its omission or misstatement would reasonably influence the decisions of users of the financial statements. The assessment of what is material is a matter of the auditor's professional judgement and includes consideration of both the amount and the nature of the misstatement. In determining materiality, we consider a range of measures relevant to the account.

Materiality levels are generally set as percentages of income or assets. This methodology has been followed for our assessment of materiality for all entities bar City's Cash.

For City's Cash, there is a significant difference in value between income at £260.6m and net assets at £2,611.5m. We therefore assessed materiality based on net assets, which was set at £25m. Recognising that this was a high level of materiality in the context of the income and expenditure account, we treated the income and expenditure account as a sensitive area of testing, and assessed materiality as £4m for income and expenditure transactions.

Full details of all entities' key financials, including materiality are in Appendix 3 to this report.

## Independence

International Standard on Auditing (UK & Ireland) 260, "Communication with those charged with governance" requires us to communicate on a timely basis all facts and matters that may have a bearing on our independence.

We can confirm that we have complied with the Financial Reporting Council's Ethical Standard with regard to our integrity, objectivity and independence. In our professional judgement the audit process has been independent and our objectivity has not been compromised.

We also perform the audit of Bridge House Estates, information pertaining to which has been excluded from this report as a separate report will be produced and presented at a later date.



## 4 Significant audit risks and risk factors

### Significant audit risks

As noted in our Audit Planning Report submitted to the Audit and Risk Management Committee in March 2018 the following audit risk areas were identified as significant matters and therefore considered in detail during our audit fieldwork.

Audit risk areas	Audit findings
<p><b>Revenue recognition (All funds and entities)</b></p> <p>Under International Standard on Auditing (UK and Ireland) 240, there is a presumed, albeit rebuttable, significant risk of fraud in revenue recognition. We consider this risk cannot be rebutted for income in all organisations.</p>	<p>We have documented, evaluated and reviewed the controls which ensure income is completely and accurately recorded across all entities and funds. No significant weaknesses in controls have been identified. We have substantively tested material income streams across all entities and funds and performed procedures to ensure the accuracy, occurrence, cut-off and completeness of income.</p> <p>Investment property income procedures on City's Cash included confirming the amounts received on a sample of properties to rent agreements as well as performing analytical procedures to gain assurance on the completeness of income.</p> <p>Non-property investment income procedures included agreeing dividend income obtained as well as confirming realised investments from pooled investment vehicles. We have also considered the movement in fair value on investments and the unrealised gain on investments by comparing yields obtained by the funds to fund manager reports, custodian reports and benchmarks.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the presumed risk of fraud in revenue recognition.</p>
<p><b>Management override (All funds and entities)</b></p> <p>Under International Standard on Auditing (UK and Ireland) 240, there is a presumed significant risk of material misstatement owing to fraud arising from the potential for management to override controls.</p>	<p>We have performed journals testing for all entities. We carried out focused testing on journals on City's Cash, reviewing journal entries which had a higher susceptibility to management override – for example, journals posted at weekends and by those who do not normally post journals. No significant issues were identified in our testing.</p> <p>For all entities, we considered the estimation techniques and any significant/unusual transactions. We reviewed significant estimates and judgements made in the financial statements for evidence of bias. No significant issues were noted in our testing.</p> <p>Investment property valuations for City's Cash comprise a significant judgement in the financial statements.</p> <p>Investment property valuations are now all conducted by an external firm of property valuers. We have met with representatives of the external firm of property valuers to discuss the methodology of the valuations overall and to review individual property valuations that were significantly above or below the average increase. We did not identify any indication of management bias in the valuations applied. No significant issues were noted in our testing.</p>

Audit risk areas	Audit findings
	<p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the presumed risk of management override.</p>
<p><b>Investment Property Transactions (City's Cash)</b></p> <p>The Corporation holds a significant portfolio of investment properties. These investments bring about associated risks including that of disclosure, accounting and revaluation. Given the high values associated with investment property transactions, they carry a higher risk of material misstatement.</p>	<p>The value of property held by City's Cash as at 31 March 2018 was £1,817.6m. This represents an increase in value of 5%.</p> <p>Investment property valuations are now all conducted by an external firm of property valuers. We have agreed property valuations to external valuations performed as at 31 March 2018. We have met with representatives of the external firm of property valuers to discuss the methodology of the valuations overall and to review individual property valuations that were significantly above or below the average and benchmark increase.</p> <p>We have discussed and agreed accounting treatments for property transactions during the year.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the risk identified with regard to investment property transactions.</p>
<p><b>Managed Investments (All funds and entities)</b></p> <p>The Corporation holds a significant portfolio of managed non-property investments. These investments bring about associated risks including that of disclosure, accounting and valuation.</p> <p>Given the high values associated with managed investment valuations and transactions, they carry a higher risk of material misstatement.</p>	<p>We have agreed the valuation of managed investments back to investment manager and custodian confirmations, confirming that valuation, rights and existence of investments is not materially misstated.</p> <p>We have performed procedures over the movements in the investments held year-on-year, ensuring movements were in line with the market, and have been accurately and completely recorded.</p> <p>We have discussed and agreed accounting treatments and disclosures made in the financial statements, in respect of managed investments.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the risk identified with regard to managed investments.</p>

## Other risk factors

As noted in our Audit Planning Report submitted to the Audit and Risk Management Committee in February 2018 the following audit risk areas were identified as risk factors which could potentially result in a material misstatement. The table below sets out our approach and conclusions to these risk factors.

Audit risk areas	Audit findings
<b>Crossrail contribution (City's Cash)</b> The 2017-18 City's Cash accounts recognised a commitment in the financial statements, with expected payment in the 2018-19 and 2019-20 financial years.	<p>We have discussed with officers and reviewed supporting documentation to assess and agree the financial accounting treatment and disclosure made in the financial statements.</p> <p>We have also reviewed and considered the disclosures made in the financial statements to ensure that they are materially correct, remain appropriate and are in line with FRS 102.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the risk factor identified.</p>

## Going concern and subsequent events

We are required under International Standard on Auditing (UK & Ireland) 570, "Going concern" to consider the appropriateness of the going concern assumption in the preparation of the financial statements, and to consider whether there are material uncertainties about the organisation's ability to continue as a going concern which need to be disclosed in the financial statements.

The term "subsequent events" is used to refer to events occurring between the period end date of the financial statements and the date of the auditor's report. International Standard on Auditing (UK & Ireland) 560, "Subsequent events" requires us to assess all such matters before signing our audit report.

In order to gain assurance on these matters our work has included:

- performing a review of budgets and cash flow projections covering a period of 12 months from the expected signing of the audit report, together with management accounts for 2018-19;
- reviewing minutes of relevant City of London Corporation sub-committees held since 31 March 2018;
- enquiring of senior management and the organisation's solicitors concerning litigation, claims and assessments; and
- performing sample testing of post reporting date transactions.

There are risks to City's Cash from the vote to leave the EU in June 2016. In particular, the future levels of demand for office accommodation in the City and surrounding areas and the consequential impacts on rent incomes. A close watching brief will be kept on this and other implications as events unfold with financial forecasts being refreshed if and when the picture becomes clearer.

## Conclusion

Our work has not highlighted any concerns or issues affecting City's Cash, City's Cash Trusts and Sundry and Other Trusts ability to continue as a going concern.

## 5 Significant audit and accounting matters

### Audit adjustments

To enable those charged with governance to assess the extent to which the draft financial statements presented for audit have been subject to change as a result of the audit process and ongoing management review, we present below the adjustments made to the accounts during the audit process.

As a result of our audit and management review, adjustments were made to the draft financial statements presented for audit. A summary of the effect of the audit adjustments is shown below. A schedule of the actual adjustments can be found in appendix 1. Where the entity or fund is not noted below or in appendix 1, no adjustments were made.

	Statement of Financial Activities		Balance Sheet	
	DR £	CR £	DR £	CR £
<b>Sundry &amp; Other Trusts</b>				
<b>City of London Girls School Bursary Fund</b>	106	5,727	5,727	106
<b>Sir William Coxen Trust Fund</b>	-	25,000	25,000	-
<b>City of London Almshouses</b>	-	-	1,319,751	1,319,751
<b>City's Cash Trusts</b>				
<b>Epping Forest</b>	-	-	41,265	41,265
<b>Highgate Wood and Queen's Park Kilburn</b>	-	-	16,343	16,343

All audit adjustments have been discussed and agreed with the Group Accountant.

### Unadjusted items

We are obliged to bring to your attention any errors found during the audit that have not been corrected as not material, unless they are 'clearly trivial', which we have identified as below 1% of assessed materiality, subject to a de-minimis reporting level of £1,000.

We have not identified any unadjusted items in respect of the financial statements for City's Cash, City's Cash Trusts and Sundry and Other Trusts.

## Qualitative aspects of accounting practices and financial reporting

During the course of our audit, we consider the qualitative aspect of the financial reporting process, including items that have a significant impact on the relevance, reliability, comparability, understandability and materiality of the information provided by the financial statements. The following observations have been made:

Qualitative aspect considered	Audit conclusion
The appropriateness of the accounting policies used.	We have reviewed the significant accounting policies, which are disclosed in the financial statements, and we consider these to be appropriate.
The timing of the transactions and the period in which they are recorded.	We did not identify any significant transactions where we had concerns over the timing or the period in which they were recognised.
The appropriateness of the accounting estimates and judgements used.	We are satisfied with the appropriateness of accounting estimates and judgements used in the preparation of the financial statements. We met with representatives of the external firm of property valuers to assess the judgements applied in the valuation of investment properties. We consider the judgements used to be appropriate. We also reviewed the assumptions underpinning the valuation of pension liabilities, which we considered to be appropriate.
The potential effect on the financial statements of any uncertainties, including significant risks and disclosures such as pending litigation, that are required to be disclosed in the financial statements.	We did not identify any uncertainties including any significant risk or required disclosures that should be included in the financial statements.
The extent to which the financial statements have been affected by unusual transactions during the period and the extent that these transactions are separately disclosed in the financial statements.	From our testing performed, we identified no unusual transactions in the period.
Apparent misstatements in the annual reports and trustees' reports or material inconsistencies within the financial statements.	Our review of the annual reports and Trustees' reports identified no misstatement or material inconsistency with the financial statements.
Any significant financial statement disclosures to bring to your attention.	There are no significant financial statement disclosures that we consider should be brought to your attention. All disclosures made are required by relevant legislation and applicable accounting standards.
Disagreement over any accounting treatment or financial statement disclosure.	There was no disagreement during the course of the audit over any accounting treatment or disclosure.
Difficulties encountered in the audit.	We did not encounter any delays or difficulties during the audits.

## Management representations

We have requested that a signed representation letter, covering a number of issues, be presented to us at the date of signing the financial statements. Copies of these letters for City's Cash, the City's Cash Trusts, and the Sundry and Other Trusts are included in Appendix 4 to this report.

## Fraud and irregularity

Responsibility for preventing and detecting fraud and other irregularities lies with the trustees of the charities. We are not required to search specifically for such matters and our audit should not be relied upon to disclose them. However, we planned and conducted our audit so as to give a reasonable expectation of detecting any material misstatements in the financial statements resulting from improprieties or breach of regulations. We have held discussions with management, reviewed committee minutes and the central fraud/serious incidents register to ensure all identified issues had followed due process.

We are pleased to report that we did not identify any issues of concern in relation to fraud and irregularity.

## Legality

We planned and performed our audit recognising that non-compliance with statute or regulations may materially affect the financial statements.

We are pleased to report that we did not identify any instances of concern with regard to the legality of transactions or events.

## City's Cash – Consolidation discussions

### Parent entity financial statements

City's Cash produces consolidated financial statements according to FRS 102. The consolidated entities include all of the City's Cash Trusts (Open Spaces), City RE Ltd, Keat's House and Sir Thomas Gresham's Charity.

Section 9 of FRS 102 sets out guidance on preparation of consolidated financial statements and when a parent entity should consolidate and when there are exemptions. On the preparation of parent entity statements when consolidated statements are produced, section 9 simply states: *"The requirements for the preparation of individual financial statements are set out in the Act or other statutory framework."*

City's Cash as a fund of the City of London Corporation. The Act referenced in FRS 102 is to the Companies Act 2006. With no statute or other governing document proscribing otherwise, there is no requirement for City's Cash to also present parent entity only financial statements alongside the consolidated statements.

These matters were discussed with management and the Audit Review Panel.

## Control of the independent schools

We discussed with the Corporation and the Audit Review Panel the de-facto, operational and legal aspects of City's Cash control over the three independent schools which are included as part of the accounts. It was established that City's Cash have complete control over the operations of the three independent schools. The independent schools have been established to be controlled by the City of London Corporation – The Board of Governors of each school is answerable to and controlled by the Court of Common Council which is the Corporation's primary decision-making assembly. They have the power to govern the financial and operating policies of the schools so as to obtain benefits from its activities.

As no parent accounts have been deemed required it is reasonable for the schools to be included within the consolidated accounts as a department of City's Cash.

## 6 Accounting systems and internal controls

During the course of our audit of the financial statements, we examined the principal internal controls which have been established to enable them to ensure, as far as possible, the accuracy and reliability of the organisation's accounting records and to safeguard the organisation's assets.

It should be noted that our audit was planned and performed in order to allow us to provide an opinion on the financial statements and it should not be relied upon to reveal all errors and weaknesses that may exist.

Our work did not identify any system weaknesses.

### Action plan – audit recommendations

We raised no priority 1 recommendations during our audit of City's Cash, City's Cash Trusts and the Sundry and Other Trusts.

Grade	Definition
1	major issues for the attention of senior management which may have the potential to result in a material weakness in internal control
2	important issues to be addressed by management in their areas of responsibility
3	problems of a more minor nature which provide scope for improvement.

## 7 Follow up of prior year recommendations

We raised no priority 1 recommendations during our audit of City's Cash, City's Cash Trusts and the Sundry and Other Trusts.

We did raise a number of lower priority recommendations directly with management, which we have reproduced below with an update on progress.

Point Arising	Update as at 31 March 2018
<b>All entities and funds</b>	
<p><b>Active Directory Domain Administrator accounts not adequately set and controlled (Priority 2)</b></p> <p>The Administrator rights are the most powerful in the system allowing for potentially uncontrolled actions and access to data and functions within the network. Good practice recommends those rights to be assigned to a limited number of employees only. We found that "Enterprise Administrator" and/or "Domain Administrator" right to CoLC network have been granted to more than 70 accounts.</p> <p>We further noted that:</p> <ul style="list-style-type: none"> <li>• 34 are Service accounts with Domain Administrator rights which are in use by systems / applications; we could not confirm that all they are still in use and need to run with such rights.</li> <li>• The default built in 'Administrator' account has not been renamed, as recommended by Microsoft.</li> </ul> <p>We recommend that the Corporation, in cooperation with Agilisys Management, implement a strict policy on granting of Domain Administrator rights in Active Directory.</p> <p>Suggested measures include:</p> <ul style="list-style-type: none"> <li>• Domain Administrator should be restricted to a limited number of employees; Other IT personnel should be granted with less powerful rights (e.g. server administrator or delegated rights).</li> <li>• Service accounts should be granted minimum rights to run the intended service; unused/obsolete service accounts should be disabled or deleted.</li> </ul> <p>We further recommend that the default 'Administrator' account is renamed.</p>	<p>A new policy for the provision and management of privileged (Service and Domain Administrator) accounts was developed as part of the IT Transformation Programme. The latest version of the Privileged Access Policy, dated January 2018 was made available to us during the audit process for review.</p> <p>A review of existing privileged accounts was completed during the year, and any accounts no longer required were removed. A process has also been developed to review all privileged accounts (including Doman and Service accounts) every six months, in line with best practice.</p> <p>A project has also been undertaken to rename outstanding 'Administrator' accounts in conjunction with the new environment delivered through Transformation.</p> <p><b>Status: Closed</b></p>
<p><b>Non-compliance with password policy (Priority 2)</b></p> <p>Active Directory (AD) is a network service that authenticates and authorises all users and computers in a Windows network by assigning and enforcing user rights and security policies. We confirm that the AD password policy has been deployed to all users. However, we identified that there were a number of user accounts where passwords are not enforced by the system to be changed periodically ('Password Never Expire' is set to 'True' or 'Password Not Required' is set to 'True'). We also noted that there is a significant number of network user accounts that seem not to have been used for an extended period of time, but are not disabled or deleted.</p>	<p>A new 'Passphrase Policy' was implemented during the year as part of the Transformation project. This includes regular reports and review of the accounts at least monthly. The latest version of this policy, dated January 2018 was made available to us during the audit process for review.</p> <p>A data cleansing exercise has been completed, ensuring that only live and valid user accounts exist within the new IT environment. A new 'Starters, Movers and Leavers Policy' has also been implemented to enforce good practice. The latest version of this policy, dated April 2018 was made available to us during the audit process for review.</p>



<p>We recommend that CoLC ICT management in cooperation with Agilysis ensure that all user accounts are set up with the approved password policy. In addition, we recommend that a periodic review (e.g. at least annual) is performed to ensure that accounts (including such used to run services, mailboxes, etc.) which are no longer required are disabled or removed from the system.</p>	<p><b>Status: Closed</b></p>
<p><b>Database security updates are not applied to Paris Microsoft SQL server (Priority 2)</b></p> <p>We noted that the process of applying security updates to the Microsoft and Linux/Oracle infrastructure has not included the Microsoft SQL Server 2008 database for the Paris system.</p> <p>We recommend that management in cooperation with Agilysis, extends the patching cycle to include Paris Microsoft SQL database.</p>	<p>Patch Management within the Corporation has been improved following a review in May 2017 and now includes all database servers, underpinning key services, such as Paris, CBIS and iTrent.</p> <p>The 'Patch Management Policy' has been updated and is being followed, evidenced by monthly patching reports. The latest version of this policy, dated June 2018 was made available to us during the audit process for review.</p> <p><b>Status: Closed</b></p>
<p><b>DRP for the financial systems not recently tested (Priority 2)</b></p> <p>We understand that disaster recovery (DR) tests for CBIS, iTrent and Paris systems have not been conducted since 2013. During that period the systems have undergone significant changes, including: outsourcing of the infrastructure and systems management to a third party provider (Agilysis), migration to another data centre and system hardware, replacement of server operating systems, database upgrades, changes to system functionalities.</p> <p>We recommend management conducts disaster recovery testing for the critical business systems at least annually or after any major changes to the system or underlined infrastructure.</p>	<p>The management response to this recommendation stated that a project was being commissioned to define a DR testing plan and schedule, focusing on critical business services including CBIS, iTrent and Paris.</p> <p>Delays to the Network Transformation programme and receipt of all the Business Impact Assessments have led to delays to planning for the 2018 DR plan. However, planning has commenced with a view to testing the resilience of five key services (including iTrent, CBIS and Paris) by the end of September 2018.</p> <p><b>Status: Ongoing</b></p>
<p><b>Lack of Review of ISAE 3402 Reports (Priority 2)</b></p> <p>Based on discussions held with members of the Corporate Treasury team during the audit, we identified that the Corporate Treasury team do not obtain and review ISAE 3402 reports for each fund manager and respective custodian. We were informed that the fund managers have a legal obligation to make the Corporation aware of any control issues. The Corporation have monthly or quarterly correspondence with all fund managers which helps to mitigate any risks, however the Corporate Treasury team should be reviewing ISAE 3402 reports as a further level of assurance.</p> <p>The Corporate Treasury team should request direct receipt of all ISAE 3402 reports directly from fund managers and their respective custodians. These should be reviewed to ensure there are no identified control issues.</p>	<p>The Corporation agreed to obtain ISAE 3402 internal controls reports for each investment mandate to monitor the auditor's opinion on the overall control environment.</p> <p>During our 2017/18 audit, we noted that ISAE 3402 reports are now being requested and obtained for all fund managers and custodians. These are being reviewed within the Corporate Treasury team to ensure no control issues have been identified but we noted that the review is not being formally documented. We have therefore, left this recommendation open.</p> <p><b>Status: Ongoing</b></p>

### Annual Declarations (Priority 2)

All members are required to provide an annual declaration of interest. During our review of related parties, we noted 6 instances out of 146 where staff had not returned their conflict of interest declarations to the Finance Manager.

The annual process for completing conflicts of interests checks should be improved, so that all returns are received in a timely manner. Where returns have not been received, these should be followed up promptly, to ensure that all disclosures in the notes to the accounts are complete.

Our testing of related parties for 2017/18 identified 36 annual declarations (out of 146) that had not been received from Chief Officers and Members.

An update from management during the audit completion meeting informed us that this is now down to 21 outstanding declarations. The Corporation are continuing to chase the remaining declarations, with a further reminder being issued by the Deputy Chamberlain, Caroline Al-Beyerty.

As such, we have left this recommendation open.

**Status: Ongoing**

## Appendix 1 – Adjusted Misstatements

As summarised in Section 5, the following adjustments were identified during our audit work and have been incorporated into the financial statements. Where the entity or fund is not noted below, no adjustments were made. All adjustments have been discussed and agreed with the Group Accountant.

		Statement of Financial Activity		Balance Sheet	
		Dr	Cr	Dr	Cr
		£	£	£	£
<b>Sundry and Other Trusts</b>					
<b>City of London Girls School Bursary Fund</b>					
Managed Investments					106
Expenditure		106			
<i>Being the write-off of a historical discrepancy within the accounts</i>					
<b>City of London Girls School Bursary Fund</b>					
Accruals				5,727	
Expenditure			5,727		
<i>Being the correction to remove a duplicate bursary accrual</i>					
<b>Sir William Coxen Trust Fund</b>					
Expenditure			25,000		
Creditors – Grants Payable				25,000	
<i>*Being the removal of GOSH grant payable at year-end</i>					
<b>City of London Almshouses</b>					
Deferred grant				1,319,751	
Creditors – Grants Payable					1,319,751
<i>**Being the prior period correction to reclassify the social housing grant from a liability to a restricted reserve</i>					
		<b>106</b>	<b>30,727</b>	<b>1,350,478</b>	<b>1,319,857</b>
<b>City's Cash Trusts</b>					
Epping Forest					
Rental debtors				41,625	
Other creditors					41,625
<i>*Client identified adjustment – being the reclassification of unallocated cash</i>					
Highgate Wood and Queen's Park Kilburn					
Rental debtors				16,343	
Other creditors					16,343
<i>*Client identified adjustment – being the reclassification of a credit note for rent deposit</i>					
		-	-	<b>57,608</b>	<b>57,608</b>

\* Identified by client

\*\* Relates to the correction of a prior period error to recognise the social housing grant within restricted endowment funds rather than as a liability. Under the charities SORP it is required to apply the performance model under FRS 102. Based on the terms of the grants, this would result in immediate recognition of income at the point of receipt of the grant in the 1980s. As such, an adjustment has been made to reflect this. Note that this has no impact on the Statement of Financial Activities for the current or prior year. It is a reclassification between liabilities and reserves on the balance sheet.

## Appendix 2 – Unadjusted misstatements

As noted in Section 5, we have not identified any unadjusted items in respect of the financial statements for City's Cash, City's Cash Trusts and Sundry and Other Trusts which are above the reporting threshold.

## Appendix 3 – List of entities key financials

The list of entities on which we have reported on, and which are covered by this document are included in the table below. We have included in the table income (including net gains on investments), surplus/deficit and net assets along with the materiality level we have used during the audit. Materiality was assessed based on either the income or net assets of the entity.

Activities	Income £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>City's Cash</b>	260,600	72,300	2,611,500	25,000 (4,000 for Income Statement)
<b>City's Cash Trusts</b>				
<b>Ashtead Common</b>				
Preservation of the common at Ashtead	487	-	-	10
<b>Burnham Beeches</b>				
Preservation of the Open Space known as Burnham Beeches	991	(18)	749	20
<b>Epping Forest</b>				
Preservation of Epping Forest in perpetuity	6,308	(393)	7,320	134
<b>Hampstead Heath</b>				
Preservation of Hampstead Heath for the recreation and enjoyment of the public	9,268	131	52,507	180
<b>Highgate Wood &amp; Queens Park Kilburn</b>				
Preservation of the Open Space know as Highgate Wood & Queens Park Kilburn	1,510	(15)	367	30
<b>West Ham Park</b>				
To maintain and preserve the Open Space known as West Ham Park	1,493	(17)	34	30
<b>West Wickham Common and Spring Park Coulsdon &amp; Other Commons</b>				
Preservation of West Wickham Common and Spring Park Coulsdon & Other Commons	1,824	292	446	30
<b>Sundry Trusts</b>				
<b>Ada Lewis Winter Distress Fund</b>				
Assistance and relief for the poor and distressed during winter months	9	7	286	6
<b>Charities Administered ICW the City of London Freemen's School</b>				
Promotion of education through prizes	14	6	198	4
<b>City Educational Trust Fund</b>				
Advancement of education through grants	160	89	3,863	79

Activities	Income £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>City of London Almshouses</b>				
Almshouses for poor or aged people	357	13	1,652	65
<b>Sundry Trusts Continued</b>				
<b>City of London Corporation Combined Education Charity</b>				
Advancing education by the provision of grants and financial assistance	48	41	1,165	23
<b>City of London Corporation Relief of Poverty Charity</b>				
Relief of poverty for widows, widowers or children of a Freeman of the City of London	5	5	162	3
<b>City of London Freeman's School Bursary Fund</b>				
Promotion of education through bursaries	45	22	938	19
<b>City of London School Bursary Fund</b>				
Promotion of education through bursaries, scholarships and prizes	176	153	4,023	81
<b>City of London School Education Trust</b>				
Advancing education	-	-	6	1
<b>City of London School for Girls Bursary Fund</b>				
Promotion of education through bursaries, scholarships and prizes	651	82	4,302	67
<b>Corporation of London Charities Pool</b>				
Investments pool for Sundry Trusts	1,818	(3,320)	19,547	391
<b>Emmanuel Hospital</b>				
Payment of pensions and financial assistance to poor persons	191	147	2,697	54
<b>Guildhall Library Centenary Fund</b>				
Provision of education and training in library, archives, museum, and gallery services	3	3	28	1
<b>Hampstead Heath Trust</b>				
To meet a proportion of the maintenance cost of Hampstead Heath	1,614	331	32,710	667
<b>Keats House</b>				
Maintenance of Keats House	531	27	253	8
<b>King George's Field</b>				
Open space for sports, games and recreation	17	-	-	1
<b>Samuel Wilson's Loan Trust</b>				
Granting of low interest loans to young people who have or are about to set up in business	92	81	2,495	50

Activities	Income £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>Sundry Trusts Continued</b>				
<b>Signore Pasquale Favale Bequest</b>				
Granting of assistance to eligible persons in the form of marriage portions	1	-	15	1
<b>Sir Thomas Gresham Charity</b>	82	(1)	148	2
To provide a programme of public lectures				
<b>Sir William Coxen Trust Fund</b>				
Granting of assistance to eligible charitable trusts in the form of donations	140	48	2,675	59
<b>Vickers Dunfee Memorial Benevolent Fund</b>				
Financial assistance to distressed past and present members of the CoL Special Constabulary and their dependents	8	8	233	5

## Appendix 4 – Management representation letters for City’s Cash, City’s Cash Trusts and the Sundry and Other Trusts

Dear Sirs

### **CITY OF LONDON CORPORATION – CITY’S CASH**

This representation letter is provided in connection with your audit of the financial statements of City’s Cash for the year ended 31 March 2018 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102).

By a resolution of the Finance Committee, passed today, we are directed to confirm to you, in respect of the financial statements of City’s Cash (and its subsidiaries) for the year ended 31 March 2018, the following:-

1. We have fulfilled our responsibilities for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102) and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We confirm that we have disclosed separately to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, analysts, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect the ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used in making accounting estimates are reasonable.
11. We have disclosed to you the identity of City’s Cash related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice (FRS 102).
13. In particular, no director, shadow director, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the group at any time during the year, other than as indicated in the financial statements.
14. There are no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.



15. There are no plans to abandon activities or other plans or intentions that will result in any excess or obsolete stocks, and no stock is stated at an amount in excess of net realisable value.
16. We are of the opinion that the methodology applied to the valuation of investment properties and the assumptions used are appropriate and therefore the value of investment properties is not materially misstated.
17. We are of the opinion that the costs involved in the reconstruction or analysis of past accounting records of heritage assets or in valuation are onerous compared with the additional benefit derived by users of the accounts in assessing the trustees' stewardship of the assets.
18. The group has satisfactory title to all assets and there are no liens or encumbrances on City's Cash assets, other than as disclosed in the financial statements.
19. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
20. We confirm that the methodology used and the assumptions underlying the valuation of the Local Government Pension Scheme are reasonable. We also confirm that the methodology applied and the bases used for the allocation of costs and liabilities to City's Cash are reasonable.
21. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice (FRS 102) require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
22. The group has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
23. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the group;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
24. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice (FRS 102).
25. We have reviewed the reasoning for the classification of the proposed contribution by City's Cash to Crossrail as a commitment and consider that given the uncertainties surrounding the finalisations of an agreed contribution, this is the most appropriate classification of the likely costs.
26. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements were approved.

27. We confirm the financial statements are free of material misstatements, including omissions. We note that there are no uncorrected misstatements identified during the audit.
28. Except as disclosed in the notes to the City's Cash accounts, as at 31 March 2018 there were no significant capital or other commitments contracted for by City's Cash.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....

The Chamberlain of London

Signed on behalf of the City of London Corporation

On (date)

Dear Sirs

## **CITY'S CASH TRUSTS – OPEN SPACES**

This representation letter is provided in connection with your audit of the financial statements of the City's Cash Trusts (Open Spaces) for the period ended 31 March 2018 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the trusts for the period ended 31 March 2018, the following:-

1. We have fulfilled our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as trustee our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect our ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
11. We have disclosed to you the identity of the Trusts related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.
13. In particular, no trustee, shadow trustee, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the Trusts at any time during the year.
14. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements, other than as disclosed in the financial statements.

15. The Trusts have satisfactory title to all assets and there are no liens or encumbrances on the Trusts' assets, other than as disclosed in the financial statements.
16. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
17. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102 require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
18. The Trusts have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
19. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the Trusts;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
20. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.
21. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.

We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
22. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the audit are immaterial both individually and in aggregate to the financial statements as a whole. A list of these items is attached to this letter of representation, together with our reasons for not correcting them.
23. All grants, donations and other incoming resources, the receipt of which is subject to specific terms and conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such incoming resources.
24. We confirm that we are not aware of any breaches of charity regulations and that we have advised you of the existence of all endowments and funds maintained by us.
25. All income has been recorded, all restricted funds have been properly applied and all constructive obligations have been recognised.
26. All correspondence with regulators has been made available to you, including any serious incidents reports.
27. Except as disclosed in the notes to the City's Cash Trusts accounts, as at 31 March 2018 there were no significant capital or other commitments contracted for by City's Cash Trusts.
28. We are of the opinion that the costs involved in the reconstruction or analysis of past accounting records of heritage assets (open spaces) or in valuation are onerous compared with the additional benefit derived by users of the accounts in assessing the trustees' stewardship of the assets.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....

The Chamberlain of London

Signed on behalf of the Trustee

On \_\_\_\_\_ (date)

Dear Sirs

## **CITY OF LONDON – SUNDRY AND OTHER TRUSTS**

This representation letter is provided in connection with your audit of the financial statements of The City of London Corporation Sundry Trusts and Other accounts for the period ended 31 March 2018 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the charities for the period ended 31 March 2018, the following:-

1. We have fulfilled our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as trustee our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect our ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
11. We have disclosed to you the identity of the charities related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.
13. In particular, no trustee, shadow trustee, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the charities at any time during the year.
14. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

15. The Trusts have satisfactory title to all assets and there are no liens or encumbrances on the Trusts' assets, other than as disclosed in the financial statements.
16. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
17. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102 require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
18. The Trusts have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
19. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the charities;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
20. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice (FRS 102) and the Charities Statement of Recommended Practice FRS 102.
21. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.  
  
We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
22. We confirm the financial statements are free of material misstatements, including omissions. We note that there are no uncorrected misstatements identified during the audit.
23. All grants, donations and other incoming resources, the receipt of which is subject to specific terms and conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such incoming resources.
24. We confirm that we are not aware of any breaches of our charity regulations and that we have advised you of the existence of all endowments and funds maintained by us.
25. All income has been recorded, all restricted funds have been properly applied and all constructive obligations have been recognised.
26. All correspondence with regulators has been made available to you, including any serious incidents reports.
27. Except as disclosed in the notes to the Sundry and Other Trusts accounts, as at 31 March 2018 there were no significant capital or other commitments contracted for by Sundry and Other Trusts.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....  
 The Chamberlain of London  
 Signed on behalf of the Trustee  
 On (date)

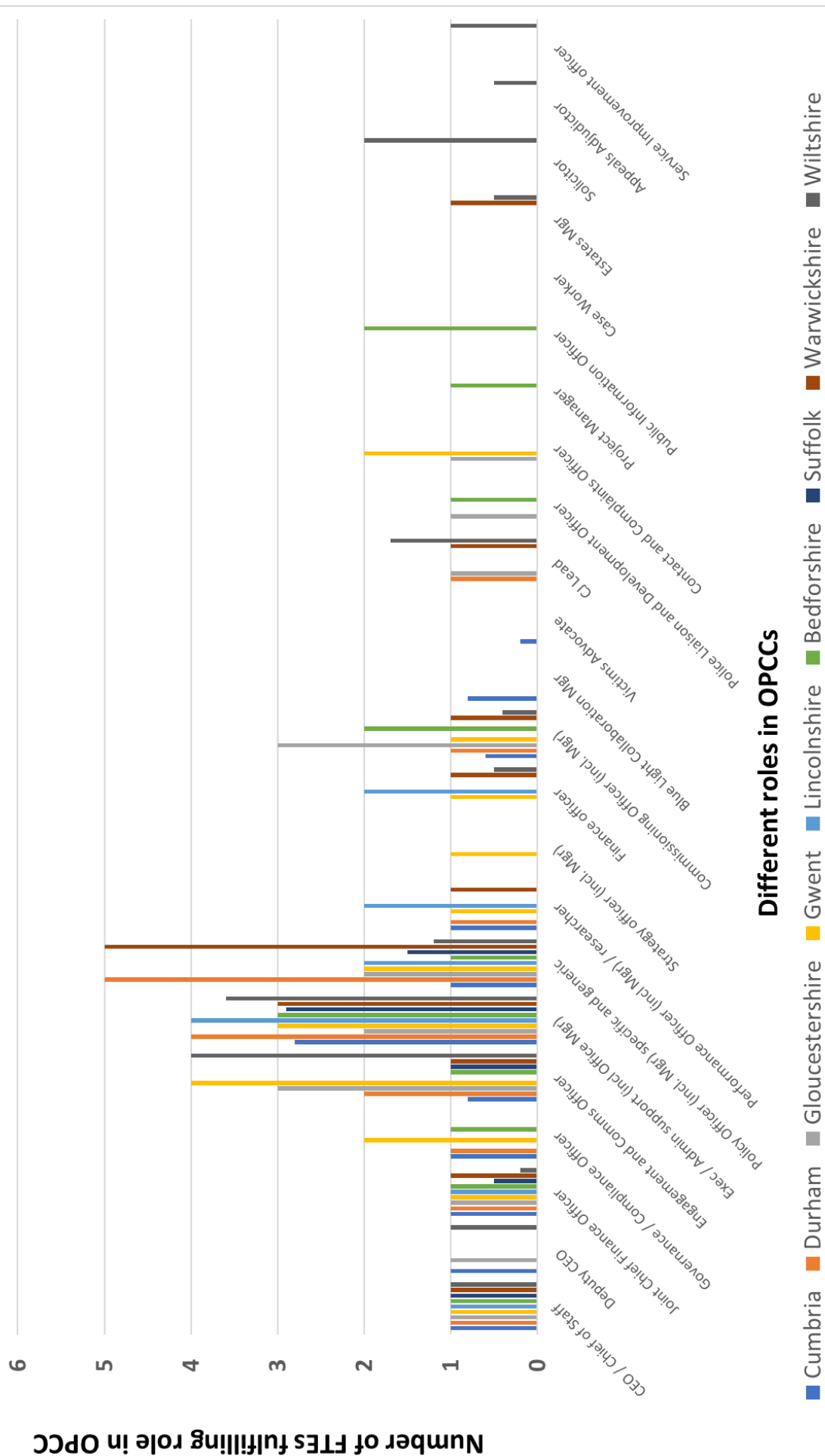
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## Appendix 1 – Analysis of OPCC staff numbers and roles in 9 smallest OPCCs

	Cumbria	Durham	Gloucestershire	Gwent	Lincolnshire	Bedfordshire	Suffolk	Warwickshire	Wiltshire	
CEO / Chief of Staff	1	1	1	1	1	1	1	1	1	
Deputy CEO	1		1						1	
Joint Chief Finance Officer	1	1	1	1	1	1	0.5	1	0.2	
Governance / Compliance Officer	1	1		2		1				
Engagement and Comms Officer	0.8	2	3	4		1	1	1	4	
Exec / Admin support (incl Office Mgr)	2.8	4	2	3	4	3	2.9	3	3.6	
Policy Officer (incl. Mgr) specific and generic	1	5	2	2	2	1	1.5	5	1.2	
Performance Officer (incl Mgr) / researcher	1	1		1	2			1		
Strategy officer (incl. Mgr)				1						
Finance officer				1	2			1	0.5	
Commissioning Officer (incl. Mgr)	0.6	1	3	1		2		1	0.4	
Blue Light Collaboration Mgr	0.8									
Victims Advocate	0.2									
CJ Lead		1	1					1	1.7	
Police Liaison and Development Officer			1			1				
Contact and Complaints Officer			1	2						
Project Manager						1				
Public Information Officer						2				
Estates Mgr								1	0.5	
Solicitor									2	
Appeals Adjudicator									0.5	
Service Improvement officer									1	
									Average	
Total FTEs	11.2	17	16	19	12	14	6.9	16	17.6	14.4
Approximate Police Officer Strength	1108	1138	1055	1154	1099	1136	1096	823	966	1063
Approximate OPCC budget (£m)	0.78	1.07	0.8	NA	0.85	1.58	0.93	0.9	2.1	1.12
Approximate Force budget (£m)	124	112	96	111	115	91	102	98	108	106

## Spread of different roles across OPCCs



## Appendix 2 – OPCC Core Roles and Equivalents in City of London Police Authority (COLPA)

OPCC post	Equivalent post in COLPA
PCC	Police Committee through Chairman of the Police Committee (supported by Deputy and other Chairmen of Sub-Committees/Boards)
Chief Executive	Town Clerk
Policy & Governance	Assistant Town Clerk Policy Manager (Police Authority) Policy Officer
Administrator	Committee Clerk and PA to Chairman and Deputy Chairman
Complaints Review Lead* (1)	There is no current resource. However, public complaints received by the COLPA are currently handled by the Policy Officer
Commissioning Officer	None (currently covered by Policy Manager (Police Authority) in conversation with the Force lead on Public Protection)
Monitoring Officer (usually covered by CEO in OPCCs)	Comptroller and City Solicitor
Chief Financial Officer	Chamberlain
Performance Officer	Performance Analyst (Corporate Strategy and Performance Team)
Engagement & Communications Officer	Nominated rep from PRO (currently vacant)
Governance & Compliance Officer	ICV Scheme Manager – ATC's Executive Assistant

*(1) This post does not exist at present, but will be required when PCCs and Police Authorities take on statutory responsibility for determining complaints appeals (to be called reviews) currently set for implementation in spring 2019*

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# Proposed Police Authority Organogram

Key:

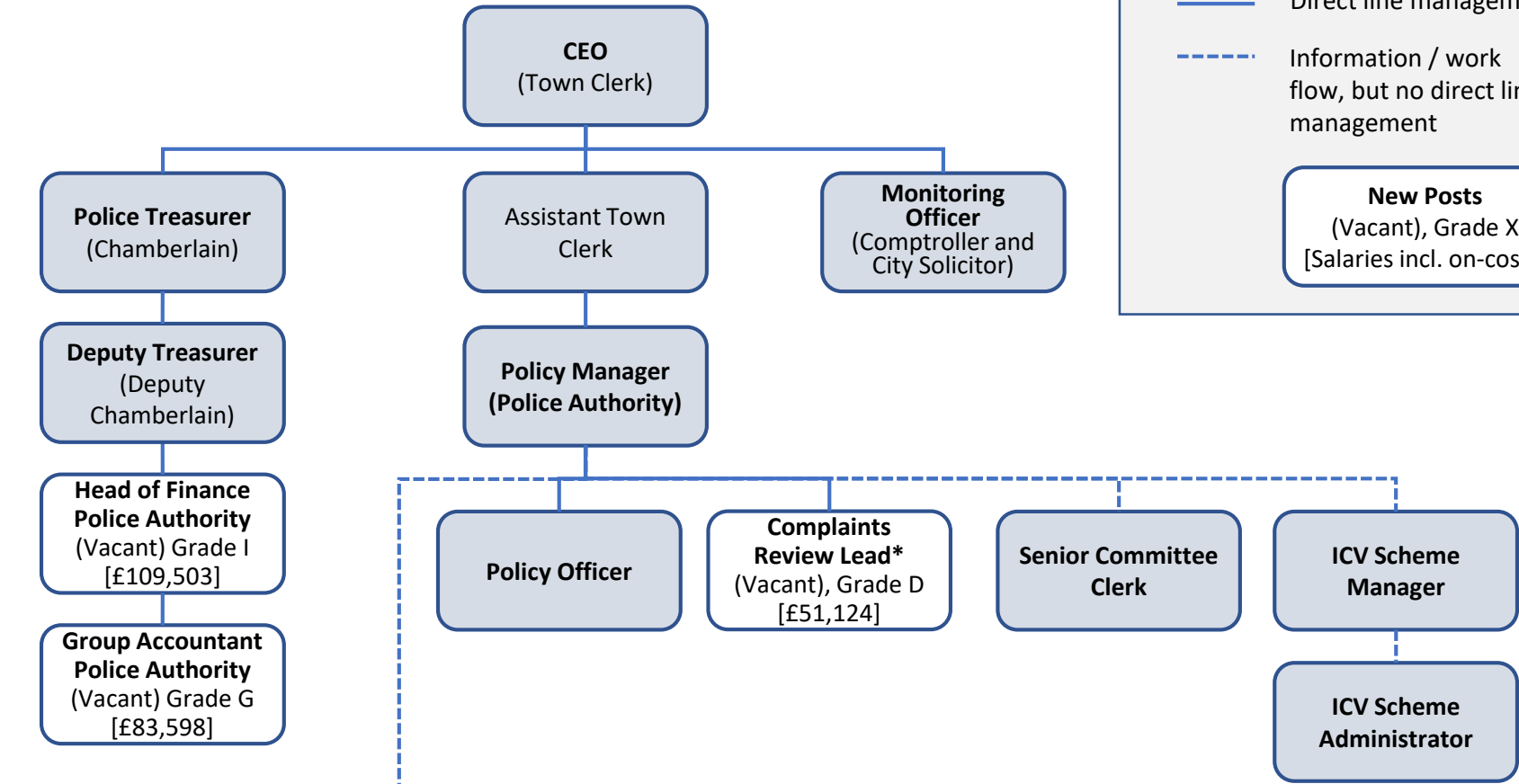
Direct line management

Information / work flow, but no direct line management

New Posts

(Vacant), Grade X

[Salaries incl. on-costs]



Professional Support Services, provided by:

• Finance (Audit, Commissioning & Procurement) - Chamberlain's

• Legal - Comptroller and City Solicitor's

• Performance Analysis - Corporate Strategy and Performance

• Human Resources - HR

• Community Engagement - Corporate Communications Office

• Specialist Advice - Surveyors, Community Safety Team, etc.

**\*Complaints Review Lead:** responsible for liaison with force on any complaints appeals made, reviewing investigation / outcome and providing a written report and recommendation for consideration by the Chairman of Professional Standards Sub-Committee and other panel members, and maintaining all related records.

Additional responsibilities will include FOI and GDPR lead of the team.

Will likely also include taking on role of ICV Scheme Manager at some future point.

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of the Local Government Act 1972.

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