

**EXECUTIVE BOARD – 25 FEBRUARY 2014**

<b>Subject:</b>	<b>TREASURY MANAGEMENT 2014/15 STRATEGY</b>		
<b>Corporate Director(s)/ Director(s):</b>	Carole Mills, Deputy Chief Executive/Corporate Director for Resources		
<b>Portfolio Holder(s):</b>	Councillor Graham Chapman, Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration		
<b>Report author and contact details:</b>	Tony Kirkham, Director of Strategic Finance 0115 8764157 <a href="mailto:tony.kirkham@nottinghamcity.gov.uk">tony.kirkham@nottinghamcity.gov.uk</a>		
<b>Key Decision</b>	<input type="checkbox"/> Yes	£ No	<b>Subject to call-in</b>
	<input type="checkbox"/> Yes	£ No	<input type="checkbox"/> Yes
<b>Reasons:</b>	<input type="checkbox"/> Expenditure	<input type="checkbox"/> Income	<input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision
	<input type="checkbox"/> Revenue	<input type="checkbox"/> Capital	
Significant impact on communities living or working in two or more wards in the City	<input type="checkbox"/> Yes	£ No	
<b>Total value of the decision:</b> Nil			
<b>Wards affected:</b> All	<b>Date of consultation with Portfolio Holder(s):</b> Throughout January/ February 2014		
<b>Relevant Council Plan Strategic Priority:</b>			
Cutting unemployment by a quarter			£
Cut crime and anti-social behaviour			£
Ensure more school leavers get a job, training or further education than any other City			£
Your neighbourhood as clean as the City Centre			£
Help keep your energy bills down			£
Good access to public transport			£
Nottingham has a good mix of housing			£
Nottingham is a good place to do business, invest and create jobs			£
Nottingham offers a wide range of leisure activities, parks and sporting events			£
Support early intervention activities			£
Deliver effective, value for money services to our citizens			£
<b>Summary of issues (including benefits to citizens/service users):</b> This report sets out the Treasury Management and Investment strategies for 2014/15 including the debt repayment strategy ( <b>Annex 1</b> ). The associated Prudential Indicators are shown within an appendix to the strategy, along with existing risks and a glossary of technical terms.  <b>The decision is not subject to call-in as Councillor Brian Parbutt, Chair of the Overview and Scrutiny Committee, has agreed that the decision is reasonable in all the circumstances and should be treated as a matter of urgency as the Council's budget has to be approved at the Full Council meeting on 3 March 2014 (which is before the call-in period has ended).</b>			
<b>Exempt information:</b> None			
<b>Recommendation(s):</b>			
1 To endorse and recommend for approval by the City Council at its meeting on 3 March 2014 the overall Treasury Management Strategy for 2014/15 ( <b>Annex 1</b> ), and, in particular:			

- the strategy for debt repayment (Minimum Revenue Provision) in 2014/15 (**section 5 of Annex 1**);
- the Housing Revenue Account Treasury Management Strategy for 2014/15 (**section 6 of Annex 1**);
- the Investment Strategy for 2014/15 (**section 7 of Annex 1**);
- the prudential indicators and limits from 2013/14 to 2016/17 (**Appendix A within Annex 1**).

## **1 REASONS FOR RECOMMENDATIONS**

### 1.1 To comply with:

- Financial Regulations and the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management by submitting a policy and strategy statement for the ensuing financial year;
- guidance issued by the Secretary of State under section 15(1) (a) of the Local Government Act 2003 in approving, at Council, an Annual Investment Strategy before 1 April;
- guidance issued by the Secretary of State under the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 which requires the preparation of an annual statement of the Council's policy on making a Minimum Revenue Provision (MRP) for the repayment of debt.

## **2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 Treasury management is a term used to describe the management of an organisation's borrowing, investments and other financial instruments, their associated risks and the pursuit of optimum performance or return consistent with those risks.
- 2.2 The treasury management function is governed by provisions set out under Part 1 of the Local Government Act 2003, whereby the Council must have regard to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice. The Council formally adopted the current requirements of these codes on 5 March 2012, as part of its Treasury Management Policy Statement.
- 2.3 External advisors are retained to provide additional input on treasury management matters. The service provided includes economic and interest rate forecasting, advice on strategy, portfolio structure, debt restructuring, investment policy, creditworthiness, credit ratings and other counterparty criteria and technical assistance on other related matters, as required.
- 2.4 The Treasury Management and Investment Strategies will be considered by Audit Committee on 28 February 2014, as part of the scrutiny process required by the CIPFA Code of Practice.

## **3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 Options for management of the Council's debt and investment portfolio are continually reviewed. The overall aim is to minimise the net revenue costs of the debt whilst maintaining an even debt maturity profile in future years, and to maximise investment returns within stated security and liquidity guidelines.

## **4 TREASURY MANAGEMENT AND INVESTMENT STRATEGY 2014/15**

- 4.1 The Treasury Management Strategy sets the strategic context, within the Council's planning cycle, for how treasury management activity will take place. The various aspects of the Strategy (i.e. treasury, investment and debt) are set out at **Annex 1**. The objectives of the strategy are:
- to achieve the lowest net interest rate costs on the Council's external debt, whilst recognising the risk management implications;
  - to protect the Medium Term Financial Plan (MTFP) from the unbudgeted financial impact of fluctuations in interest rates and to prevent the need for excessive borrowing in future years when rates may be unfavourable;
  - to maintain the security and liquidity of external investments, and within those parameters, to seek to maximise the return on such investments;
  - to manage the Council's cash flows such that sufficient cash is available to meet creditor and other requirements and to minimise the cash balance held in the Council's current bank account each day without incurring bank overdraft charges.
- 4.2 Department for Communities for Local Government (DCLG) guidance on local authority investments also requires an annual investment strategy to be in place before the financial year in which it applies. This is incorporated within the Treasury Management Strategy and sets out how investments will be managed to protect the Council's financial position and the value of funds invested, whilst ensuring that the returns obtained are appropriate, given the stated attitude to risk. The DCLG guidance reiterates security and liquidity as the primary objectives of a prudent investment policy. These are principles embraced by the Council.
- 4.3 The main changes to the Treasury Management Strategy for 2014/15 are:
- amendments to the proposed Housing Revenue Account (HRA) Treasury Management Strategy (**Annex 1, Section 6**), to allow the HRA to fix the interest rate and period for debt raised internally from the General Fund;
  - various changes to the Investment Strategy and the approved counterparty investment list (**Annex 1, Section 7**).

## **5 PRUDENTIAL INDICATORS (ANNEX 1, APPENDIX A)**

- 5.1 The Prudential Code, issued by CIPFA and adopted formally by the Council, requires a series of Prudential Indicators (PIs) to be set and approved for the forthcoming and following two financial years. These financial indicators are derived from proposed treasury management activity and provide insight into the financial impact of such activities.
- 5.2 **Appendix A** within the Treasury Management Strategy (**Annex 1**) sets out the indicators for 2013/14 to 2016/17 that are expected to be generated by the proposed strategies. Explanatory notes for each PI are also provided.

## **6 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

- 6.1 Net treasury management expenditure comprises interest charges, interest receipts and a revenue provision for debt repayment. A proportion of the Council's debt relates to capital expenditure on council housing and from 1 April 2012 separate arrangements have been established for the HRA. The remaining costs are included within the treasury management section of the General Fund budget, although there remain a number of recharges between the General Fund and the HRA. **Table 1** summarises the forecast outturn for the current financial year and provides the estimate for 2014/15:

<b>TABLE 1: TREASURY MANAGEMENT - REVENUE BUDGET POSITION</b>			
<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>FORECAST</b>	<b>BUDGET</b>
	<b>2013/14 £m</b>	<b>OUTTURN 2013/14 £m</b>	<b>2014/15 £m</b>
External interest	30.929	28.849	28.358
Less: HRA interest	(11.605)	(11.495)	(11.786)
Debt repayment provision	32.583	33.529	35.317
<b>General Fund expenditure</b>	<b>51.907</b>	<b>50.883</b>	<b>51.889</b>
Investment interest	(1.182)	(1.391)	(1.029)
Prudential borrowing recharge	(0.516)	(0.521)	(0.250)
<b>NET GENERAL FUND POSITION</b>	<b>50.209</b>	<b>48.971</b>	<b>50.610</b>

- 6.2 The forecast outturn for 2013/14 reflects savings in external interest as a result of the continued strategy of internal borrowing (use of surplus cash to fund borrowing needs, rather than being externally invested). The projected under spend in the year of £1.238m is reflected in the overall position for 2013/14, reported elsewhere on this agenda.
- 6.3 The budget for 2014/15 is based on the financial implications of the various proposed strategies, as detailed in **Annex 1**. The estimate of £50.610m is included within the Medium Term Financial Plan (MTFP).
- 6.4 As part of the Council's MTFP, a number of capital regeneration investment schemes are currently being developed in respect of the City Centre. Funding will come from a variety of sources, including prudential borrowing by the Council. The Capital Programme does not include provision for these schemes at present, and they will only be brought forward for approval subject to the establishment of a robust business case. When schemes are approved, relevant budget estimates and Prudential Indicators will be amended accordingly.

## **7 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)**

- 7.1 Risk management plays a fundamental role in treasury activities, due to the value and nature of transactions involved. The management of specific treasury management risks is set out in the Manual of Treasury Management Practices and Procedures and a risk register is maintained for the treasury function.
- 7.2 The key strategic risk relating to treasury management is SR17 'Failure to protect the Council's investments'. The current rating for this risk is 4.48 (Likelihood = unlikely, Impact = moderate). Full details of the Risk Management Action Plan are provided in **Annex 1, Appendix B**.

## **8 SOCIAL VALUE CONSIDERATIONS**

- 8.1 Not applicable.

## **9 REGARD TO THE NHS CONSTITUTION**

- 9.1 Not applicable.

**10 EQUALITY IMPACT ASSESSMENT (EIA)**

Has the equality impact been assessed?

- (a) not needed (report does not contain proposals for new or changing policies, services or functions, financial decisions or decisions about implementation of policies development outside the Council) E
- (b) No
- (c) Yes – Equality Impact Assessment attached

**11 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)**

11.1 None

**12 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT**

12.1 None

**13 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT**

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**NOTTINGHAM CITY COUNCIL**

**TREASURY MANAGEMENT STRATEGY 2014/15**

<b>CONTENTS</b>	
<b>SECTION</b>	<b>PAGE</b>
1 Context	2
2 Strategic Principles	4
3 Overall Borrowing Requirement and Strategy	5
4 Debt Restructuring	6
5 Minimum Revenue Provision Statement	6
6 Housing Revenue Account Treasury Management Strategy	7
7 Investment Strategy	8
8 Liquidity Management	12
9 Reporting Process	12
10 Training	13
11 Management of Risk	13

<b>TABLES</b>	
<b>TABLE</b>	<b>PAGE</b>
1 Projected Movements in Interest Rates 2013 - 2016	3
2 Strategic Principles Link to Prudential Indicators	4
3 Total Borrowing Requirement 2014/15	5
4 Eligible Counterparties for Investment 2014/15	11

<b>APPENDICES</b>	
<b>ITEM</b>	<b>PAGE</b>
<b>A</b> – Schedule of Prudential Indicators, 2013/14 to 2016/17	14
<b>B</b> – City Council Treasury Management Risk Management Action Plan	17
<b>C</b> – Glossary of Treasury Management Technical Terms	23

**Executive Board 25 February 2014**

**Audit Committee 28 February 2014**

**City Council 3 March 2014**

# TREASURY MANAGEMENT AND INVESTMENT STRATEGY 2014/15

## 1. Context

### Medium Term Financial Strategy (MTFS)

The MTFS sets out the arrangements for the planning and management of the Council's finances. Strategic Principle G sets out the overall context for the Council's treasury management activities, as follows:

- G1 All borrowing and debt management activity will be carried out in accordance with the annually approved Treasury Management Strategy and the Manual of Treasury Management Practices and Procedures, and within approved Prudential Indicators, having the highest regard for prudence, affordability and sustainability in the longer term.
- G2 The management of the treasury investment portfolio will be in accordance with the approved investment strategy, with all investments complying with counterparty limits and restrictions.
- G3 Appropriate use of prudential borrowing to fund capital investment will be made within prudential indicators and subject to medium term affordability.

### The Debt Portfolio

The Council's debt portfolio comprises borrowing raised to finance capital expenditure not met from other sources over the years. Its management is a key element of the Treasury Management Strategy. At 31 March 2014 the total value of the portfolio will be c £709m (excluding Private Finance Initiative notional 'debt'), borrowed at an average interest rate of 3.69%. This figure includes £100m raised from the Public Works Loan Board (PWLB) in 2012/13 to finance a required capital contribution for the Nottingham Express Transit (NET) Phase 2 scheme. This borrowing was raised in advance of need, to take advantage of low interest rates and the cash is expected to be expended in early 2015.

In 2014/15 total debt is forecast to increase to c £754m (again, excluding PFI-related debt), with the average interest rate forecasted to rise to 3.71%.

### The Investment Portfolio

An investment portfolio is also maintained to ensure that the Council's surplus cash (working capital, plus cash-backed reserves and provisions and any borrowing raised in advance of need) earns interest whilst being held. The average value of investments during 2013/14 was circa £201m (excluding monies held by the Council as the 'accountable body' for other organisations and the remaining deposits in Icelandic banks). During 2014/15 an average balance of circa £188m is forecast.

The average return on investments during 2013/14 is expected to be circa 0.67% and, with short-term interest rates expected to remain at their current levels throughout 2014, a similar return is expected in 2014/15. Some improvement in yield may be seen towards the end of the financial year, if there is an expectation of increases in the base interest rate by the Monetary Policy Committee (MPC).

### Market Conditions

The Treasury Management Strategy seeks to protect the Council from market related risks by proactively monitoring key factors such as interest rates and economic opinions, both nationally and globally. The adopted strategy will continue to be regularly reappraised and, if necessary, realigned to reflect market conditions and changes to interest rate forecasts.

### Economic Background

The MPC has previously indicated that it would not increase the base interest rate from its current level of 0.50% until the unemployment rate fell below 7.0%. Although the January 2014 figure for unemployment was recorded at 7.1%, the MPC were quick to confirm that a 7.0% rate would not be an automatic trigger point and that the base interest rate was likely to remain at 0.50% until 2016, in order to ensure that the recovery in the UK economy remained established and sustainable. Current inflation figures are at the target level provided to the MPC (2.0%) and there is little indication that these will rise significantly in 2014, to trigger an early increase in the base interest rate.

Current growth data suggests that the strong figures in 2013 (+1.9%) may not be maintained through 2014. The consumer debt-funded element of the growth remains predominant, with businesses still reluctant or unable to obtain credit to fund significant expansion, despite Government initiatives.

### Outlook for interest rates

The Bank of England base rate has remained at its all-time low of 0.50% since March 2009. The current forecast is for this rate to be unchanged until quarter 2 of 2016.

**Table 1** shows interest rates at 31 December 2013, together with projections to the end of March 2016, based on latest estimates provided by the Council's advisors. Short-term money rate forecasts are used to inform decisions on the investment of surplus monies. Interest rates for long-term borrowing are directly linked to the Gilt rates for the appropriate period.

TABLE 1: PROJECTED MOVEMENTS IN INTEREST RATES 2013 - 2016								
YEAR	END PERIOD	BASE RATE	SHORT TERM MONEY RATES			LONG TERM GILT RATES		
			3 MONTHS	6 MONTHS	12 MONTHS	5 YEARS	20 YEARS	50 YEARS
<b>2013</b>	Dec	0.50	0.45	0.63	0.81	1.60	3.45	3.60
<b>2014</b>	Mar	0.50	0.45	0.65	0.90	1.70	3.35	3.45
	Jun	0.50	0.45	0.65	0.95	1.75	3.40	3.50
	Sep	0.50	0.50	0.70	0.95	1.85	3.45	3.55
	Dec	0.50	0.55	0.75	0.95	1.95	3.55	3.60
<b>2015</b>	Mar	0.50	0.65	0.80	1.00	2.00	3.60	3.65
	Jun	0.50	0.70	0.85	1.05	2.00	3.60	3.70
	Sep	0.50	0.75	0.90	1.10	2.05	3.65	3.75
	Dec	0.50	0.80	0.95	1.20	2.10	3.70	3.80
<b>2016</b>	Mar	0.50	0.90	1.00	1.30	2.20	3.75	3.85

Interest rate forecasts are usually prepared with an 'upside' and a 'downside' risk, because they may move by more or less than forecast. The current predominant risk is that rates may rise more quickly than forecast, if inflationary pressures need to be addressed.

### Credit Outlook

The credit risk of further banking failures has diminished, both in the UK and elsewhere. However, this improvement has been accompanied by a sea-change in Government attitudes towards financial institutions. Regulations are proposed in the UK, Europe and the USA to avoid the need for future state bail-outs of failing banks, by ensuring that shareholders, bond holders and unsecured creditors participate in any future recovery processes. This has already been evidenced in the UK with the Co-operative Bank's recent recapitalisation, which required many existing holders of bank debt to accept losses ('haircuts') to enable the bank to survive.



This new 'bail-in' approach, when fully incorporated, will have significance for future investment in financial institutions by local authorities, who would have to share in the 'haircut' process, in the event of the failure of the counterparty. As a consequence, diversification between creditworthy counterparties and the use of alternative investment products will assume a greater importance, to mitigate this bail-in risk.

## 2. Strategic Principles

The Council's treasury management activities will be undertaken with the following strategic aims and objectives:

1. To achieve the minimum interest rate cost on external debt, whilst recognising the risk management implications;
2. To protect the capital value of external cash investments and ensure the liquidity of those investments;
3. To provide an income stream from investments and maximise this stream, within the stated parameters of security and liquidity;
4. To apply mitigation to the risks associated with treasury management activity;
5. To seek to follow best practice at all times.

The actual outcomes against these strategic principles can be assessed by the use of prudential indicators (PIs) and associated commentary. **Table 2** lists which of the PIs set out in **Appendix A** relate to each of the principles.

<b>TABLE 2: STRATEGIC PRINCIPLES LINK TO PRUDENTIAL INDICATORS</b>	
<b>PRINCIPLE</b>	<b>PIs</b>
1	2i, 2iii, 2iv, 2v, 3i, 3ii, 3iii, 3v,
2	3iv, 3v, 3vi
3	3iv, 3v
4	3v
5	3v

Within these principles, specific strategies will be adopted in 2014/15 in respect of:

- Borrowing
- Debt rescheduling
- Provision for repayment of debt
- Management of the HRA debt portfolio
- Investments
- Liquidity management
- Reporting
- Training, and
- Management of risk.

These strategies are addressed in the following paragraphs.

### 3. Overall Borrowing Requirement and Strategy

The Council undertakes borrowing to:

- Finance capital expenditure not met from other sources (e.g. grants, capital receipts etc.)
- Replace maturing debt (net of minimum revenue provision)
- Finance cash flow in the short-term.

The primary risks associated with the management of a debt portfolio are the uncertain future fluctuations in interest rates and an uneven loan maturity profile, requiring large amounts of debt to be replaced in any single period. To mitigate this risk, the debt portfolio is managed with the aim of reducing the annual revenue cost of borrowing and evenly spreading the debt maturity profile. **Table 3** shows the estimated total borrowing requirement for 2014/15, reflecting the current approved capital programme:

<b>TABLE 3: TOTAL BORROWING REQUIREMENT 2014/15</b>	
	<b>£m</b>
Debt maturing during the year	13.8
Unsupported borrowing 2014/15:	
HRA	-
General Fund	143.4
Less: revenue provision for repayment:	
HRA	- 1.0
General Fund	-31.6
<b>TOTAL</b>	<b>124.6*</b>

*\*NOTE: £100m advance borrowing already raised, December 2012*

The Council can raise borrowing from a variety of sources:

- The Public Works Loan Board (PWLB)
- UK local authorities
- Money markets
- Commercial banks and other institutions
- UK pension funds
- Capital markets (stock issues, bills etc)
- Structured finance
- Local authority bond issues.

The Council has previously raised most of its debt from the Government's PWLB, which continues to be one of the cheapest and most flexible sources of longer-term borrowing. However, alternative sources of debt continue to be investigated. The type, period, and timing of new borrowing will be determined by the Chief Finance Officer (CFO), under delegated authority, taking into account the following factors:

- Expected movements in interest rates
- The maturity profile of existing debt

- The impact on the medium term financial strategy
- Prudential Indicators and limits.

With an average return on external investments of less than 1%, and the cost of long-term borrowing in excess of 4%, the Council has, in recent years, adopted a strategy of using surplus cash to meet borrowing requirements where possible, rather than investing it externally. This 'internal borrowing' approach is expected to continue in 2014/15, although it is likely that some longer-term external debt will be required, to ensure a minimum cash-backed investment balance.

From 1 April 2013, the Localism Act gave councils additional legal powers under a General Power of Competence. Those powers include, in theory, the opportunity to use financial instruments such as derivatives, which enable the management of risks associated with future movements in interest rates. However, the General Power of Competence does not provide explicit approval for such instruments and requires a test case, through legal proceedings, for such approval to be confirmed. Consequently, the authority does not intend to use standalone derivatives in the forthcoming financial year. Should the legal position change, City Council approval would be required to effect the necessary change in strategy and to develop an appropriate risk management framework.

The Council has a limited exposure to 'embedded derivatives', through its holding of debt raised from commercial banks, with periodic repayment options available to the lenders. However, the total exposure to this market debt at 1 April 2014 is £49m, of which £34m is potentially subject to demands for early repayment in 2014/15. This sum represents only 4.5% of total debt and the risks associated with any demands for early repayment are managed within the overall treasury risk management strategy.

#### **4. Debt Restructuring**

Opportunities for debt restructuring, which involves the premature replacement of existing debt with new loans for different periods and at different rates, will be monitored and appropriate action taken by the CFO under delegated authority, taking into account the following factors:

- The debt maturity profile
- Ongoing revenue savings
- The impact of premiums and discounts
- The impact on Prudential Indicators.

Existing PWLB variable rate debt and market loans with lender repayment options will be monitored against prevailing interest rates. Where beneficial to do so, restructuring into fixed-rate products may be undertaken, to reduce the risk of future interest rate movements.

The current wide margin between borrowing and repayment interest rates for fixed-rate PWLB debt means that there would be a large financial penalty for such debt repayment, making rescheduling of this debt unlikely in the short-term.

#### **5. 2014/15 Minimum Revenue Provision (MRP) Statement**

Under the Local Authorities (Capital Finance & Accounting) (England) (Amendment) Regulations 2008 (S.I. 2008/414), councils must produce an annual statement on their policy for making a Minimum Revenue Provision (MRP) for the repayment of outstanding debt. For 2014/15, the Council will adopt the following policies in determining its MRP:

- For all General Fund capital expenditure financed through borrowing prior to 31 March 2008, the regulatory method (designated by the Regulations as Option 1) will be adopted – MRP will be 4% of the opening capital financing requirement (CFR)
- For General Fund capital expenditure incurred after 1 April 2008, and financed by supported borrowing, the regulatory method will also be adopted (Option 1)
- For all existing HRA supported borrowing, there is no current requirement to make an annual MRP and this approach will be continued
- For all capital expenditure incurred after 1 April 2008, and financed by unsupported borrowing (both General Fund and HRA), the authority will adopt the asset life method (Option 3). The MRP will be based on the capital expenditure divided by a determined asset life, *either* through an annuity loan *or* via equal annual repayments of principal
- The MRP in respect of Private Finance Initiative schemes and finance leases, brought onto the Council's balance sheet under International Financial Reporting Standards (IFRS) will match the annual principal repayment for the associated deferred liability. The impact on the Council's revenue account is therefore neutral.

## 6. Housing Revenue Account Treasury Management Strategy

### Background

From 1 April 2012, the Council's HRA became self-sufficient, with the adoption of a 30-year business plan enabling the future maintenance and development of its housing stock to be financed from rent income, but with no further central Government subsidy. To achieve this position, the Government repaid £66m of outstanding HRA debt in March 2012. As a consequence, the HRA Capital Financing Requirement (i.e.: the overall need to borrow to finance capital assets) was reduced to £284.3m at 1 April 2012. A separate debt portfolio was created for the HRA at that date, with an appropriate proportion of the Council's existing PWLB and market loan debt being allocated to this new portfolio. Regulation requires that councils with an HRA should adopt specific strategies for the management of related debt and investments.

### Proposals for 2014/15

The following policies are proposed for 2014/15:

- The HRA will continue to meet the annual interest costs of its original external debt portfolio
- Any new external long-term borrowing raised by the Council will be allocated between the General Fund and the HRA as required and will take account of the specific needs of those separate organisations in terms of loan type, amount, timing and period
- The HRA will continue its policy of making no Minimum Revenue Provision in its revenue account for debt repayment, other than for specific existing and future prudential borrowing (see **section 5**)
- Any temporary internal borrowing from the General Fund by the HRA, arising as a result of existing debt maturing and not being replaced, will be re-charged to the HRA revenue account at an interest rate equivalent to the Council's average cost for temporary external debt
- Where considered appropriate to the HRA's business plan, such temporary borrowing from the General Fund may be fixed, both in period and interest rate, subject to the agreement of both parties
- Net cash surpluses held by the HRA (working capital plus reserves etc) will be calculated on a daily basis, with interest credited to the HRA revenue account. That

interest rate will be based on the average 3-month Government Treasury Bill yield, which reflects the risk-free nature of the investment return.

## 7. Investment Strategy 2014/15

### Investment Policy

All external investments will be made in accordance with the Council's adopted investment policy and prevailing legislation and regulation. In line with the CIPFA Code of Practice and DCLG guidance, the Council's general policy objective is to invest its surplus funds prudently. The investment priorities are:

- Security of the invested capital
- Liquidity of the invested capital
- And, commensurate with security and liquidity, an optimum return on investments.

### Introduction

The key change to the Council's investment strategy in 2014/15 is in respect of the proposed Regulations to be introduced by the Government, providing for a 'bail-in' by any failing financial institution, requiring holders of debt, including fixed deposits, to bear the initial costs of any losses - see **Section 1, Credit Outlook (Annex 1, pages 3 - 4)**.

To mitigate against this new risk, the Council will seek to further reduce the sums invested externally, through the continued application of surplus monies to meet internal borrowing - see **Section 3 (Annex 1, pages 5 - 6)**. In addition, the following changes to the Council's investment strategy are proposed:

- The inclusion of alternative investment products within its approved counterparty list such as bank 'covered bonds', which would be protected from any future 'bail-in' proposals
- Further diversification of investments, through the adoption of lower cash limits for individual institutions
- The application of shorter investment duration to institutions with lower credit ratings
- An extension of the maximum duration for investments with other UK local authorities to 5 years.

### Specific Investment Criteria

The selection of counterparties eligible for investment in 2014/15 has been based on advice received from our advisors and has taken into account all appropriate credit ratings for those institutions (using the lowest available rating supplied by the three main agencies). In addition to the use of counterparty credit rating information, a range of other factors have been taken into account:

- Other sovereign support mechanisms
- Country credit ratings
- Credit Default Swap rates (where quoted)
- Share prices (where quoted)
- Economic fundamentals, corporate developments etc
- Press articles and reports
- Market sentiment and momentum
- Any other information pertinent to the security of the investment.

### Investment counterparties

All investments are required to be categorised as 'Specified' or Non-Specified', based upon criteria within the DCLG guidance. To qualify as a Specified Investment, the investment has to be:

- In sterling only
- For a maximum period of 364 days
- With a counterparty of a high credit quality, as determined by the Council
- Not defined as capital expenditure under section 25(1) (d) in SI 2003 No 3146.

By definition, any investments not meeting the above requirements are deemed to be Non-Specified investments. The Council is required to have particular regard to the security of Non-Specified investments and to impose a ceiling on the proportion of its investment portfolio that can be held within this category.

The proposed investment instruments identified for use in 2014/15 have been selected based on the criteria detailed above:

#### a) Specified investments (high credit quality, < 365 days duration)

- UK banks - call accounts, term deposits, Certificates of Deposit (CDs) and covered bonds – with the retention of the existing requirement for a minimum individual credit rating of A- (or equivalent)
- Overseas banks – as UK banks, with an additional requirement for a minimum sovereign credit rating of AA+ (or equivalent) for all non-UK institutions
- Local authority deposits
- Supranational bonds (the debt of international organisations such as the European Investment Bank, the World Bank etc.)
- UK Government Debt Management Account Deposit facility (DMADF) deposits, Treasury Bills and UK Gilts
- Money Market Funds (instant access) - Variable Net Asset Value (VNAV) or Constant Net Asset Value (CNAV) Funds
- Other Pooled Funds - VNAV notice Funds, with 1-5 day access.

#### b) Non-specified investments (any investment of lower credit quality or > 364 days)

- UK and overseas banks – term deposits with a maximum period of 2 years
- Local authority deposits – with a maximum period of 5 years
- Negotiable instruments (CDs, covered bonds, Supranational Bonds, Gilts etc, with a secondary resale market) – with a maximum maturity limit of 5 years
- Housing Associations (registered providers with a strong regulatory framework, low debt: revenue ratios, a high proportion of income from Government subsidies and a good likelihood of Government support) – with a maximum maturity limit of 2 years.

### Approved investment counterparty list

A proposed approved counterparty list, based on the above specifications, has been drawn up in liaison with the Council's external advisors, and details are provided in **Table 4 (Annex 1, Page 11)**. Regular monitoring and evaluation of credit ratings and other criteria will be maintained, and appropriate action taken, based on this combined evaluation. Actions may include; reducing the period for new investments below the maximum sum or period (but not

above the adopted limits); suspending counterparties from the approved list for further investment; or requesting repayment of deposits, where terms allow.

Maximum limits on periods of investment and maximum sums to be deposited have been applied to individual institutions, based on the evaluation of the adopted criteria and strengthened through reference to the size of the investment portfolio, banking group structures and country limits. In particular:

- Group limits – where more than one bank on the counterparty list is included within a banking group (e.g. Bank of Scotland and Lloyds TSB Bank), the individual limits will also apply to the group as a whole
- The Council's bank – to accommodate short-term cash management, an unlimited maximum sum for up to 5 days is provided for the Council's own bank
- Country limits – other than for UK institutions, a total investment limit will apply to all counterparties in a particular country. No more than 15% of the total investment portfolio, at the time of the deposit, will be placed with any one country
- Overall country limit – in addition, no more than 25% of the investment portfolio, at the time of the deposit, will be placed with non-UK banks in total
- Period limits (term deposits) – the maximum approved duration for bank term deposits without a secondary market will be 2 years
- Period limits (negotiable instruments) – the maximum approved duration for negotiable instruments such as covered bonds, CDs, Government Gilts and Supranational Bonds which have a secondary market (i.e. can be sold before maturity) will be 5 years
- UK local authorities – an individual limit of £20m per authority and a maximum period of 5 years will apply
- UK Government DMADF\* – no limit to the maximum sum or period
- UK Government Treasury Bills\* - no limit to the maximum sum or period
- Government Gilts (bonds issued by the UK Government) – a maximum sum of £20m and a maximum period of five years
- CNAV instant access MMFs (individual) – an individual limit of £10m per Fund, with a further over-riding limit of 0.50% of the net asset value of the Fund
- VNAV instant access MMFs (individual) – an individual limit of £10m per Fund, with a further over-riding limit of 0.50% of the net asset value of the Fund
- Short-term Pooled Funds (individual) - an individual limit of £5m per Fund, with a further over-riding limit of 0.50% of the net asset value of the Fund
- All MMF and other Pooled Funds (total) - an overall total limit of £100m in all pooled funds will also be applied
- Supranational Bonds – an individual limit of £20m and a maximum period of five years
- Housing Associations (Registered Providers) – an individual limit of £10m and a maximum period of two years
- Non-Specified Investments – the maximum proportion to be held in non-specified investments will be 25% of the portfolio at the time of investment.

\* Deposits with the U.K. Government, either directly into the DMADF, or in the form of Treasury Bills, are treated as an ultimate 'safe haven' for cash deposits and therefore no limits are applied to the amount or the period of deposit.

**TABLE 4: ELIGIBLE COUNTERPARTIES FOR INVESTMENT 2014/15**

INV. TYPE	COUNTRY	COUNTERPARTY	MAX SUM £m	MAX PERIOD (TERM DEPOSITS)	MAX PERIOD - NEGOTIABLE INSTRUMENTS
Term deposit, call a/c, covered bonds, CDs.	U.K.	Bank of Scotland / Lloyds TSB	20	2 years	5 years
		Barclays Bank	20	2 years	5 years
		Council's current bank	-	5 days	-
		HSBC Bank	20	2 years	5 years
		Nationwide Building Society	20	2 years	5 years
		RBS / Nat West	20	2 years	5 years
		Santander UK	20	2 years	5 years
		Standard Chartered	20	2 years	5 years
	Australia	Australia & NZ Banking Group	10	2 years	5 years
		Commonwealth Bank of Aus	10	2 years	5 years
		National Australia Bank Ltd	10	2 years	5 years
		Westpac Banking Corporation	10	2 years	5 years
	Canada	Bank of Montreal	10	2 years	5 years
		Bank of Nova Scotia	10	2 years	5 years
		Canadian Imp. Bank of Comm.	10	2 years	5 years
		Royal Bank of Canada	10	2 years	5 years
		Toronto-Dominion Bank	10	2 years	5 years
	Finland	Nordea Bank Finland	10	2 years	5 years
		Pohjola	10	2 years	5 years
	France	BNP Paribas	10	2 years	5 years
		Credit Agricole SA	10	2 years	5 years
		Credit Agricole CIB	10	2 years	5 years
		Société Générale	10	2 years	5 years
	Germany	Deutsche Bank AG	10	2 years	5 years
	Netherlands	Bank Nederlandse Gemeenten	10	2 years	5 years
		ING Bank	10	2 years	5 years
		Rabobank	10	2 years	5 years
	Singapore	DBS Bank Ltd	10	2 years	5 years
		Overseas-Chinese Bank Corp.	10	2 years	5 years
		United Overseas Bank	10	2 years	5 years
	Sweden	Svenska Handelsbanken	10	2 years	5 years
	Switzerland	Credit Suisse	10	2 years	5 years
	U.S.	JP Morgan	10	2 years	5 years
Term deposit	U.K.	Local authorities	N/A	5 years	N/A
		Govt. Debt Mgt Deposit Facility	N/A	-	-
		Government Treasury Bills	N/A	-	-
Govt. Gilts	U.K.	Bonds issued by the UK Government	20	N/A	5 years
MMFs	World-wide	Instant access funds (CNAV or VNAV)	10	N/A	N/A
Pooled Funds	World-wide	VNAV notice funds (1-5 days)	5	N/A	N/A
Supra-national Bonds	World-wide	E.g. European Investment Bank/Council of Europe/World Bank	20	N/A	5 years
Other	U.K.	Housing Associations	10	2 years	N/A



## IMPORTANT NOTES TO TABLE 4:

### Limiting Factors

**The Council's bank** – to accommodate short-term cash management, an unlimited maximum sum for up to 5 days is provided for the Council's own bank

**Groups** - where more than one institution is included within a banking group, the individual limit will apply to the total investment in that group

**Countries** - a maximum of 15% of the investment portfolio to be invested in any one country (excluding the UK) at the time of investment, with a maximum of 25% of the portfolio, at the time of investment, in non-UK banks in total.

**Money Market Funds and other Pooled Funds** – an overall limit of £100m in all CNAV and VNAV Funds is to be applied at all times

**Non-Specified investments** – a maximum of 25% of the portfolio to be held as non-specified investments, at the time of investment.

### Investment management

**Counterparties** - all investments will be limited to institutions based on the adopted criteria. A schedule of eligible counterparties will be maintained. Their credit ratings and other relevant information will be analysed and monitored on a regular basis by the Council and its advisors, to ensure the security of monies invested

**Maximum sums** - total investments with individual counterparties, groups, and non-UK institutions, as detailed in **Table 4**, will apply at all times

**Liquidity** - the maximum period for investment will be 2 years for bank term deposits and 5 years for investments with a secondary market. In order to maintain liquidity and reduce the associated risk, the average period for investments will be monitored and reported on a regular basis.

**Return** - within the criteria detailed above, an appropriate return will be sought

**Reporting** - details of the investment portfolio, use of counterparties and the rates of return will be included in all reports to the Audit Committee and Executive Board. In addition, regular monthly reports will be provided to the Treasury Management Panel (see **Section 9**).

## 8. Liquidity Management

The Council maintains a cash flow forecasting model to determine short-term cash requirements and to determine the maximum period for which surplus funds may be externally invested. To avoid being forced to borrow monies on unfavourable terms to meet its financial commitments, this model is compiled on a prudent basis, and limits on the level of long term investments are set, with reference to the Council's MTFP and its cash flow forecast.

## 9. Reporting Process

Following approval of the Treasury Management Strategy for 2014/15, the reporting of activity and performance during the year will be, as a minimum:

- Quarterly reports to the officer Treasury Management Panel – see below
- A mid-year report to Audit Committee and Executive Board
- An outturn report to Audit Committee and Executive Board.

Any required changes to the Strategy, or the associated Prudential Indicators, will be reported to a meeting of the full City Council for consideration and approval, in accordance with CLG guidance. The Treasury Management Panel (comprising the CFO, Director of Strategic Finance, Head of Corporate and Strategic Finance, Treasury Management Officer and other senior finance colleagues) will scrutinise regular reports on treasury management activity throughout the year.

## **10. Training**

The revised CIPFA Code of Practice requires the CFO to ensure that all councillors tasked with treasury management responsibilities, including scrutiny of the treasury management function, receive training appropriate to their needs and understand fully their roles and responsibilities.

## **11. Management of Risk**

Risk management plays a fundamental role in treasury activities, due to the value and nature of transactions involved. **Appendix B** details the specific risks identified in respect of treasury management within the Council and the adopted Risk Management Action Plan. This Plan is reviewed at regular intervals at meetings of the Treasury Management Panel.

## APPENDIX A

PRUDENTIAL INDICATORS 2013/14 – 2016/17					
	2012/13 Actual £m	2013/14 Est £m	2014/15 Est £m	2015/16 Est £m	2016/17 Est £m
<b>1. PRUDENCE INDICATORS</b>					
<b>i) Capital Expenditure</b>					
General Fund	78.9	101.8	191.5	49.4	32.1
HRA	44.2	60.7	77.1	48.0	34.5
	<b>123.1</b>	<b>162.5</b>	<b>268.6</b>	<b>97.4</b>	<b>66.6</b>
<b>ii) CFR at 31 March</b>					
General Fund	553.0	563.8	675.5	663.9	669.5
HRA	283.3	282.3	281.3	280.3	279.3
PFI-related debt	66.0	93.4	237.3	231.9	221.9
	<b>902.3</b>	<b>939.5</b>	<b>1,194.1</b>	<b>1,176.1</b>	<b>1,170.7</b>
<b>iii) External Debt at 31 March</b>					
Borrowing	776.7	708.9	754.3	741.7	746.3
Other (PFI debt)	66.0	93.4	237.3	231.9	221.9
<b>Gross debt</b>	<b>842.7</b>	<b>802.3</b>	<b>991.6</b>	<b>973.6</b>	<b>968.2</b>
<b>2. AFFORDABILITY INDICATORS</b>					
<b>i) Ratio of financing costs to net revenue stream</b>					
General Fund	14.55%	13.37%	14.19%	14.89%	15.21%
HRA	13.45%	12.46%	11.81%	11.52%	11.19%
<b>ii) Impact of capital investment decisions</b>					
Council Tax Band D (per annum)	+ £1.10	-	-	-	-
HRA rent (per week)	+ £0.56	-	-	-	-
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>iii) Authorised limit for external debt</b>	882.0	882.3	1091.6	1083.6	1078.2
<b>iv) Operational Boundary for ext. debt</b>	882.0	842.3	1041.6	1033.6	1028.2
<b>v) HRA limit on indebtedness</b>					
HRA CFR	283.3	282.3	281.3	280.3	279.3
HRA Debt Cap (CLG prescribed)	319.8	319.8	319.8	319.8	319.8
Difference - headroom	<b>36.5</b>	<b>37.5</b>	<b>38.5</b>	<b>39.5</b>	<b>40.5</b>
<b>3. TREASURY MANAGEMENT INDICATORS</b>					
<b>i) Limit on variable interest rates- debt</b>	6.99%	0-50%	0-50%	0-50%	0-50%
<b>ii) Limit on fixed interest rates- debt</b>	93.01%	50-100%	50-100%	50-100%	50-100%
<b>iii) Fixed Debt maturity structure</b>					
- under 12 months	9.82%	0-25%	0-25%	0-25%	0-25%
- 12 months to 2 years	1.80%	0-25%	0-25%	0-25%	0-25%
- 2 to 5 years	5.99%	0-25%	0-25%	0-25%	0-25%
- 5 to 10 years	19.67%	0-50%	0-50%	0-50%	0-50%
- 10 to 25 years	35.54%	0-50%	0-50%	0-50%	0-50%
- 25 to 40 years	16.41%	0-25%	0-25%	0-25%	0-25%
- 40 years and above	10.77%	0-75%	0-75%	0-75%	0-75%
<b>iv) Sums invested for &gt;364 days</b>					
- in-house limit	£17.0m	£60.0m	£50.0m	£40.0m	£40.0m
<b>v) Adoption of the CIPFA Code of Practice for Treasury Management in the Public Services</b>					
	YES	YES	YES	YES	YES
<b>vi) Credit risk</b>	Provided in Annex 1, Section 7				

## **NOTES TO THE SCHEDULE OF PRUDENTIAL INDICATORS**

### **1) Prudence Indicators**

- i) *'Estimate of total capital expenditure'* – a “reasonable” estimate of total capital expenditure to be incurred in the next 3 financial years, split between the General Fund and the HRA.
  - This estimate takes into account the current approved asset management and capital investment strategies.
- ii) *'Capital financing requirement' (CFR)* – this figure constitutes the aggregate amount of capital spending which has not yet been financed by capital receipts, capital grants or contributions from revenue, and represents the underlying need to borrow money long-term. An actual figure at 31 March each year is required, together with estimates for the next three financial years.
  - This approximates to the previous Credit Ceiling calculation and provides an indication of the total long-term debt requirement.
  - The figure includes an estimation of the total debt brought 'on-balance sheet' in respect of PFI schemes and finance leases.
- iii) *'External debt'* - the actual level of gross borrowing (plus other long-term liabilities, including the notional debt relating to on-balance sheet PFI schemes and leases) calculated from the balance sheet, with estimates for the next three financial years.

### **2) Affordability Indicators**

- i) *'Ratio of financing costs to net revenue stream'* – expresses the revenue costs of the Council's borrowing (interest payments and provision for repayment) as a percentage of the total sum to be raised from government grants, business rates, council and other taxes (General Fund) and rent income (HRA). From 1 April 2012, the General fund income figure includes revenue raised from the Workplace Parking Levy.
  - These indicators show the impact of borrowing on the revenue accounts and enable a comparison between years to be made. The increase in the General Fund ratio reflects the falling grant from government and the impact of the extension of the NET capital scheme, funded from specific Government grant and the Workplace Parking Levy income streams.
- ii) *'Incremental impact of capital investment decisions'* – expresses the revenue consequences of future capital spending plans to be met from unsupported borrowing and not financed from existing budget provision, on both the level of council tax and weekly housing rents.
  - This is a key indicator, which provides a direct link between the capital programme and revenue budget and enables the revenue impact of additional unsupported capital investment to be understood.
- iii) *'Authorised limit for external debt'* – this represents the maximum amount that may be borrowed at any point during the year. An estimate for the next three financial years is required.

- This figure allows for the possibility that borrowing for capital purposes may be undertaken early in the year, with a further sum to reflect any temporary borrowing as a result of adverse cash flow. This represents a 'worst case' scenario.
- iv) '*Operating boundary for external debt*' – this indicator is a working limit and represents the highest level of borrowing is expected to be reached at any time during the year - It is recognised that this operational boundary may be breached in exceptional circumstances.
- v) '*HRA limit on indebtedness*' – from 1 April 2012, a separate debt portfolio has been established for the HRA. The CLG have imposed a 'cap' on the maximum level of debt for individual authorities and the difference between this limit and the actual HRA CFR represents the headroom available for future new borrowing.

### 3) **Treasury Management Indicators**

- i) '*The amount of net borrowing which is at a variable rate of interest*' - expressed either as an absolute amount or a percentage. Upper and lower limits for the next three financial years are required.
  - A high level of variable rate debt presents a risk from increases in interest rates. This figure represents the maximum permitted exposure to such debt.
- ii) '*The amount of net borrowing which is at fixed rate of interest*' - expressed either as an absolute amount or a percentage. Upper and lower limits for the next three financial years are required.
  - Fixed rate borrowing provides certainty for future interest costs, regardless of movements in interest rates. The lower limit is effectively the counterpart to the upper limit for variable rate borrowing.
- iii) '*Upper and lower limits with respect to the maturity structure of the authority's borrowing*' – this shows the amount of fixed rate borrowing maturing in each period, expressed as a percentage of total fixed rate borrowing.
  - This indicator is designed to be a control over having large amounts of fixed rate debt falling to be replaced at the same time.
- iv) '*Total sums invested for periods of greater than 364 days* – a limit on investments for periods longer than 1 year. A three-year estimate is required.
  - This indicator is designed to protect the liquidity of investments, ensuring that large proportions of the cash reserves are not invested for long periods.
- v) '*The adoption of the CIPFA Code of Practice for Treasury Management in the Public Services*'. This is not a numerical indicator, but a statement of good practice.
  - The Council adopted the Code on 18 February 2002. Revised Codes, issued in 2009 and 2011, have subsequently been incorporated within the Council's strategy and procedures.
- vi) '*Credit risk*' – The Council monitors a range of factors to manage credit risk, detailed in its annual Treasury Management Strategy (section 7).

### Risk Management Action Plan (RMAP)

Likelihood	
1	Remote
2	Unlikely
3	Possible
4	Likely
5	Almost Certain

Likelihood (L)	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	Impact (I)					
	1	2	3	4	5	

Impact	
1	Negligible
2	Minor
3	Moderate
4	Major
5	Catastrophic

Low Seriousness	Medium Seriousness	High Seriousness
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Summary Business Risk: SRR17 – Failure to protect the Council’s investments			
Owned by: DCEX/CD - Resources	Completed by: DCEX/CD – Resources and Treasury Management Panel	Completed: Feb 2014	Next Review: may 2014
Prevailing Summary risk Threat Level (LxI)	4.48 (average) (1.60 x 2.80 )	Target summary Risk Threat Level	3.64 (average) (1.40 x 2.60)
Summary risk mitigation effectiveness (Effective, yet to secure improvement, may not be enough)		Effective	
<b>Risks under risk management:</b>			
Risk Ref:	Description	Current Risk Rating Score (LxI)	Target Risk Rating Score (LxI)
1	Inappropriate investment of monies with counterparties (TMP 1.1)	1 x 4 = 4	1 x 3 = 3
2	Failure to maximise recovery of Icelandic bank deposits (TMP 1.1, 1.2, 1.8)	3 x 1 = 3	2 x 1 = 2
3	Inappropriate investment strategy (TMP 1.1, 1.2, 1.3, 1.8, 3, 4 & 11)	2 x 3 = 6	2 x 3 = 6
4	Inappropriate borrowing strategy (TMP 1.2, 1.3, 1.5 & 1.8)	1 x 3 = 3	1 x 3 = 3
5	Inappropriate management of debt portfolio (TMP 1.2, 1.3, 1.5 & 1.8)	1 x 3 = 3	1 x 3 = 3
6a	Failure of the Council’s bankers (TMP 1.1, 1.2, 1.8)	1 x 3 = 3	1 X 3 = 3
6b	Transition to new banking contract (TMP 1.1, 1.2, 1.8)	2 x 3 = 6	1 x 3 = 3
7	Poor cash management (TMP 1.2, 1. 8)	2 x 2 = 4	2 x 2 = 4
8	Colleague fraud (TMP 1.7 & 5)	2 x 3 = 6	2 x 2 = 4
9	Failure to comply with CIPFA Code or respond legislation changes (TMP 1.6)	1 x 3 = 3	1 x 3 = 3

**Current Management Action / Controls Acting on Risk?**

Delete as applicable: Some

Risk Ref.	Current Management/actions in place	Adequacy of action/control to mitigate risk	Additional management action/controls	Responsibility for additional action		Critical success factors of additional actions	Key Dates	
				CD	D/ HoS		Additional controls complete	Progress review frequency
				1	<ul style="list-style-type: none"> <li>Continued use of external advisors – Arlingclose contract renewed from April '13 to March '17</li> <li>Use of counterparties list based on range of formal credit ratings and wider market intelligence and advice</li> <li>Limits set for amounts and time periods with individual institutions</li> <li>Counterparty limits amended as and when required and future investments suspended if deemed appropriate</li> <li>TM and investment strategy reviewed and amended as required</li> <li>Quarterly review of the investment portfolio carried out at TM Panel meetings.</li> <li>Monitoring of wider</li> </ul>			

	economic environment provided by advisors, with amendments to the existing strategy, as required.							
2	<ul style="list-style-type: none"> <li>• Co-ordination of action, through the LGA, to ensure maximisation of recovery of sums deposited in Icelandic Banks</li> <li>• Membership of LGA Icelandic Banks Steering Committee.</li> <li>• Retention of legal advisors, in UK and Iceland, through LGA</li> <li>• Regular updates provided on proposed actions, latest recovery levels and forecasts for future receipts</li> <li>• Sale of balance of Landsbanki claim in 2013/14</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>• TM Panel meets regularly to review the overall position.</li> <li>• Sale proceeds to exceed NPV of projected future repayments</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>• Heritable Bank recoveries at 94% (August '13)</li> <li>• Landsbanki and Glitnir Bank deposits confirmed as priority creditors, with recoveries of around 100% forecasted</li> <li>• Sale of Landsbanki claim completed, Feb 2014</li> </ul>	Ongoing  Ongoing  Ongoing  Auction, Jan 2014	Ongoing  Ongoing  Quarterly  Completed
3	<ul style="list-style-type: none"> <li>• Retention of external advisors.</li> <li>• Regular reviews of interest rate forecasts</li> <li>• Up to date knowledge of existing and developing</li> </ul>	EFFECTIVE		CM	TK	<ul style="list-style-type: none"> <li>• TM colleagues work with advisors and colleagues to keep abreast of wider economic conditions and</li> </ul>	Ongoing	Quarterly



	<p>investment products through regular attendance at seminars and workshops</p> <ul style="list-style-type: none"> <li>• Regular review of the investment strategy</li> <li>• Monitoring of wider economic activity and prompt response</li> <li>• CFO action under delegation (and in consultation with portfolio holder) to respond quickly to emerging issues.</li> <li>• Regular reviews (at least quarterly) with formal changes implemented as req'd</li> </ul>					<p>respond accordingly.</p> <ul style="list-style-type: none"> <li>• TM Panel meets regularly to review the overall position.</li> <li>• Weekly meetings with portfolio holder</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>At least quarterly and as required</p> <p>Weekly</p> <p>Ongoing</p>
4	<ul style="list-style-type: none"> <li>• Identification and monitoring of annual borrowing requirement</li> <li>• Monitoring of PWLB borrowing rates</li> <li>• Use of alternative loan products as appropriate</li> <li>• Regular review of arrangements and possibilities</li> </ul> <p>Fundamental review of capital programme has taken place, informing new capital strategy.</p>	EFFECTIVE – subject to Capital Programme review	<ul style="list-style-type: none"> <li>• Capital programme review completed</li> <li>• New capital strategy considered by Executive Board in 2012.</li> </ul>	CM	TK  JA	<ul style="list-style-type: none"> <li>• Sufficient resources identified to cover capital expenditure and cash flows</li> <li>• Continued regular review by TM Panel.</li> <li>• Approval of new Capital Strategy by Exec Board in 2012.</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>2012</p>	<p>Quarterly</p> <p>Quarterly</p>
5	<ul style="list-style-type: none"> <li>• Retention of strong external advisors</li> <li>• Regular monitoring of</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>• Maintain existing arrangements</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>• Continued regular review by TM Panel</li> </ul>	At TM Panel meetings	Quarterly

	<ul style="list-style-type: none"> <li>debt maturity profile</li> <li>Establishment and maintenance of a liability benchmark, to monitor Minimum Revenue Provision against debt and Capital Financing Requirement</li> <li>Opportunities for rescheduling identified and implemented</li> </ul>		<ul style="list-style-type: none"> <li>Continued strong performance of external advisors</li> </ul>					
6a	<ul style="list-style-type: none"> <li>Monitoring of credit rating and other financial data in respect of Council's bankers</li> <li>Liaison with other LAs using the same bank</li> <li>Re-tendering of bank contract w.e.f. 1 April 2014</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>Minimise cash sums held with bank overnight.</li> <li>Provision of alternate banking facility</li> <li>Continued monitoring of current bank status</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>Average overnight balance reduced</li> <li>Major income credited to alternative bank account</li> <li>Bank recapitalisation achieved</li> </ul>	Complete	Dec 2013
6b	<ul style="list-style-type: none"> <li>Appointment of new bankers</li> <li>Temporary extension of existing contract to enable transition between banks</li> <li>Liaison between new and outgoing bank</li> </ul>	EFFECTIVE		CM	TK	<ul style="list-style-type: none"> <li>Review by TM Panel</li> </ul>	At TM Panel meetings	30 Sep '14
7	<ul style="list-style-type: none"> <li>Use of cash forecasting models, with regular monitoring</li> <li>Continuous</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>Maintain existing arrangements</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>Regular review by TM Panel</li> </ul>	At TM Panel meetings	At least Quarterly

	adaptation of model in the light of prevailing and forecast circumstances							
8	<ul style="list-style-type: none"> <li>• System of delegation and approved processes</li> <li>• Separation of duties between treasury management dealing and accounting</li> <li>• Use of professional indemnity insurance</li> <li>• Governance checks in place – e.g.: review by deputy s151 officer and TM Panel in place and satisfactory outcomes to date</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>• Periodic system tests</li> <li>• Maintain existing arrangements – to be changed if testing identifies any issues</li> <li>• Maintenance of an updated Treasury Management Manual of Procedures and Practices</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>• Satisfactory outcome of internal audit review</li> <li>• Continuing satisfactory outcome of checks by deputy s151 officer and system tests.</li> <li>• TM Panel review is robust</li> </ul>	Internal audit reports	Quarterly
							Ongoing TM Panel meetings	Ongoing
								Ongoing
9	<ul style="list-style-type: none"> <li>• Formal adoption of Code in place since inception.</li> <li>• Updates are reflected in annual review of TM and Investment Strategies</li> <li>• Review of requirements to take place as early as possible</li> <li>• Training on accounting issues</li> <li>• Regular attendance at treasury workshops and seminars</li> </ul>	EFFECTIVE	<ul style="list-style-type: none"> <li>• Existing arrangements to continue</li> <li>• LAAP Bulletin updates to be identified through specific closedown action note</li> </ul>	CM	TK	<ul style="list-style-type: none"> <li>• Continued application of current arrangements</li> <li>• Revisions are promptly and accurately reflected</li> <li>• Satisfactory internal audit review outcome</li> <li>• Robust appraisal by TM Panel</li> </ul>	Ongoing	Ongoing
							Annual TM and investment strategy	Annual
							Audit report	
							TM Panel meetings	At least quarterly

<b>GLOSSARY OF TREASURY MANAGEMENT TECHNICAL TERMS</b>	
<b>TERM</b>	<b>DEFINITION</b>
Bank Rate	The official interest rate set by the Bank of England's Monetary Policy Committee and what is generally termed at the "base rate".
Capital Expenditure	Expenditure on the acquisition, creation or enhancement of capital assets.
Capital Financing Requirement (CFR)	The Council's underlying need to borrow for capital purposes representing the cumulative capital expenditure of the local authority that has not been financed.
Certainty Rate (PWLB)	A 0.20% discount offered on new loans from PWLB in return for submission of information on future borrowing requirements.
Certificates of Deposit	Tradeable debt instrument issued by financial institution with fixed interest rate and maturity.
CNAV	See Money Market Funds
Credit Default Swaps	A financial instrument for swapping the risk of debt default; the buyer effectively pays an insurance premium against the risk of default.
Credit Rating	A formal opinion issued by a registered rating agency of a counterparty's (or a country's) future ability to meet its financial liabilities; these are opinions only and not guarantees.
Debt maturity	The date when an investment or loan is scheduled to be repaid.
Debt maturity profile	An analysis of the maturity dates of a range of loans/investments.
Diversification	The spreading of investments among different types of assets or between markets in order to reduce risk.
European Investment Bank (EIB)	A non-profit bank created by the European Union principally to make or guarantee loans to EU members for projects contributing to regional development within the Union. Funding is raised through the issuance of bonds, guaranteed by member states.
Funding For Lending Scheme	A Government/Bank of England scheme to provide banks with cheaper funding with the aim of increasing banks' overall net lending activity.
Government Gilts	Bonds issued by the UK Government. They take their name from 'gilt-edged': being issued by the UK government, they are deemed to be very secure as the investor expects to receive the full face value of the bond to be repaid on maturity.
Int. Financial Accounting Standards (IFRS)	Guidelines and rules set by the International Accounting Standards Board that companies and organisations follow when compiling financial statements.
Minimum Revenue Provision	An annual provision that the Authority is statutorily required to set aside and charge to the Revenue Account for the repayment of debt associated with expenditure incurred on capital assets
Money Market Funds (MMF)	Pooled funds which invest in a range of short term assets providing high credit quality and high liquidity.
MMFs - CNAV	Constant Net Asset Value - a term used in relation to the value of a unit share in a pooled fund. The value of a share is always £1.
MMFs - VNAV	Variable Net Asset Value - a term used in relation to the value of a unit share in a pooled fund. A proportion of the assets may be valued at market value, rather than purchase price, reducing the value of the share on a temporary basis.
Negotiable Instruments	Term used for instruments such as Certificates of Deposits, Covered Bonds, Medium Term Notes and Corporate Bonds,

	where it is possible to realise the investment on the secondary market before maturity.
Non-Specified Investments	Term used in the CLG guidance. It includes any investment for periods greater than one year or those with bodies that do not have a high credit rating, use of which must be justified.
Pooled funds	Funds in which several investors collectively hold units or shares. The assets in the fund are held as part of a pool.
Premiums and Discounts	A penalty or payment arising from the premature repayment of debt. The calculation is dependant on the relative level of interest rates for the existing loan and current market rates.
Private Finance Initiative	A way of funding major capital investments, without immediate recourse to the public purse. Private consortia are contracted to design, build, and in some cases manage new projects. Contracts can typically last for 30 years, during which time the asset is leased by a public authority.
Prudential Code	Developed by CIPFA as a professional code of practice to support local authority capital investment planning within a clear, affordable, prudent and sustainable framework and in accordance with good professional practice.
Prudential Indicators	Indicators determined by the local authority to define its capital expenditure and asset management framework. They are designed to support and record local decision making in a manner that is publicly accountable; they are not intended to be comparative performance indicators.
PWLB	Public Works Loans Board. A statutory body operating within the United Kingdom Debt Management Office, an Executive Agency of HM Treasury. The PWLB's function is to lend money from the National Loans Fund to local authorities and other prescribed bodies, and to collect the repayments.
Quantitative Easing	The process used by the Bank of England to directly increase the quantity of money in the economy. The Bank buys assets from private sector institutions and credits the seller's bank account. The seller has more money in their bank account, while their bank holds a claim against the Bank of England (known as reserves). The end result is more money out in the wider economy.
Revenue Expenditure	Expenditure to meet the continuing cost of delivery of services including salaries and wages, the purchase of materials and capital financing charges.
Specified Investments	Term used in the CLG Guidance for Local Authority Investments. Investments that offer high security and high liquidity, in sterling and for no more than 1 year. UK government, local authorities and bodies that have a high credit rating.
Supranational Bonds	Debt issued by international organisations such as the World Bank, the Council of Europe and the European Investment Bank
Term Deposits	Deposits of cash with terms attached relating to maturity and rate of return (interest).
Treasury Bills	Government-issued short-term loan instrument
Treasury Management Code	CIPFA's Code of Practice for Treasury Management in the Public Services.
Unsupported Borrowing	Borrowing which is self-financed by the local authority. This is also sometimes referred to as Prudential Borrowing.
VNAV	See Money Market Funds