

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2013**



**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

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**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**ADVISERS AND REGISTERED OFFICE**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

**Auditors**

Armstrongs, Chartered Accountants  
142 West Nile Street  
Glasgow  
G1 2RQ

**Bankers**

Clydesdale Bank plc  
Head Office  
30 St Vincent Street  
Glasgow, G1

**Legal advisors**

T.C Young  
Solicitors  
7 West George Street  
Glasgow  
G2 1BA

**Registered Office**

Flat 0/1  
284 Royston Road  
Glasgow  
G21 1JB

**Registration particulars**

Registered Housing Co-operative number:

HAC 233

Financial Conduct Authority number:

Industrial and Provident Societies Act 1965  
Registration Number 2379

# **COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

## **REPORT OF THE MANAGEMENT COMMITTEE**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

The Committee of Management present their report and the audited financial statements for the year ended 31<sup>st</sup> March, 2013.

### **Principal Activities**

The principal activities of the Co-operative are the provision, construction, improvement and management of rented and shared-ownership accommodation. The results for the year are as shown in the attached Income and Expenditure Account. The surplus for the year after taxation was £72,513 (2012 - £56,735).

### **Changes in Fixed Assets**

Details of changes in fixed assets are set out in Notes 11-12.

### **Review of Business and Future Developments**

Throughout the year the Committee continued to direct the Co-operative in carrying out its core business of providing, managing and maintaining affordable good quality rented accommodation.

### **The Committee of Management and Executive Officer**

The Committee of Management and Executive Officer of the Co-operative are as follows:-

#### **Executive Officer**

F. Murphy, the executive officer of Spire View Housing Association Limited provides executive management services on the basis of a service agreement.

#### **Committee of Management**

. G. McLaughlin	(Chairperson)	. R. Gallagher	(Appointed 13.09.12)
. J. Laing	(Vice-Chairperson)	. C. Dioka	(Appointed 13.09.12)
. M. Flynn	(Secretary)	. J. Brown	(Appointed 13.09.12)
. F. Dioka		. I. Doci	(Appointed 30.10.12)
. M. Shepherd	(Resigned 29.01.13)	. S. Akun	(Appointed 30.10.12)
. R. McLaughlin		. C. Collins	(Appointed 30.10.12)
. G. Russell	(Treasurer)	. J. Curran	(Appointed 30.10.12)
. V. Mullen			

At the Annual General Meeting one third of all serving members of the Committee will retire from office and may stand for re-election (if eligible as per the model rules). The members to retire shall be those who have been longest in office since they last became members of the Committee, including those who have attained the age of seventy years or who have filled a casual vacancy.

Each member of the Committee of Management, with the exception of co-opted members, holds one fully paid share of £1 in the Co-operative. The Executive Officer of the Co-operative holds no interest in the Co-operative's share capital and although not having the legal status of a director, acts as an executive within the authority delegated by the Committee.

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# **COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

## **REPORT OF THE MANAGEMENT COMMITTEE**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

### **Corporate Governance**

The Co-operative has complied throughout the accounting period with the Code of Best Practice published by the Cadbury Committee on the Financial Aspects of Corporate Governance in 1992.

In accordance with the requirements of Communities Scotland, the auditors have confirmed that they consider this statement appropriately reflects the Co-operative's compliance with those paragraphs of the Code of Best Practice required to be reviewed by them. The auditors have also confirmed that, in their opinion, with respect to the Statement on Internal Financial Control below, the Management Committee have provided the disclosures required by Paragraph 4.5 of the Code of Best Practice as supplemented by the related guidance for Management Committee and such statement is not inconsistent with the information of which they are aware from their audit work on the Financial Statements.

### **Statement of Committee's Responsibilities**

Housing Association legislation requires the Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Co-operative and of the income and expenditure of the Co-operative for the year ended on that date. In preparing these financial statements, the Committee is required to:-

- . Select suitable accounting policies and then apply them consistently;
- . Make judgements and estimates that are reasonable and prudent;
- . State whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- . Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Co-operative will continue in business;
- . Prepare a statement on internal financial control.

The Committee is responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Co-operative and to enable it to ensure that the financial statements comply with the requirements of the Industrial and Provident Societies Acts 1965-2002, the Housing (Scotland) Act 2010 and the Registered Social Landlords Determination of Accounting Requirements - April 2012. It is also responsible for safeguarding the assets of the Co-operative and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Statement as to Disclosure of Information to Auditors**

So far as the Committee are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the Co-operative's auditors are unaware, and each Committee Member has taken all the steps that he or she ought to have taken as a Committee Member in order to make himself or herself aware of any relevant audit information and to establish that the Co-operative's auditors are aware of that information.

### **Auditors**

A resolution to appoint the auditors, Armstrongs, will be proposed at the Annual General Meeting.

By order of the Committee

*M Flynn*

Secretary

Dated : 27/08/2013

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**  
**COMMITTEE STATEMENT ON THE CO-OPERATIVE'S**  
**SYSTEM OF INTERNAL FINANCIAL CONTROL**  
**FOR THE YEAR ENDED 31ST MARCH, 2013**

The Committee acknowledge their ultimate responsibility for ensuring that the Co-operative has in place a system of controls that is appropriate to the various business environments in which it operates. These controls are designed to give reasonable assurance with respect to:

- The reliability of financial information used within the Co-operative or for publication;
- The maintenance of proper accounting records;
- The safeguarding of assets (against unauthorised use or disposition).

It is the Committee's responsibility to establish and maintain systems of internal financial control. Such systems can only provide reasonable and not absolute assurance against material financial misstatement or loss. Key elements include ensuring that:

- Formal policies and procedures are in place, including the documentation of key systems and rules relating to the delegation of authorities, which allow the monitoring of controls and restrict the unauthorised use of the Co-operative's assets;
- Experienced and suitably qualified staff take responsibility for important business functions. Annual appraisal procedures have been established to maintain standards of performance;
- Forecasts and budgets are prepared regularly which allow the Committee and staff to monitor the key business risks and financial objectives, and progress towards financial plans set for the year and the medium term;
- Regular management accounts are prepared promptly, providing relevant, reliable and up-to-date financial and other information and significant variances from budgets are investigated as appropriate;
- All significant new initiatives, major commitments and investment projects are subject to formal authorisation procedures, through relevant sub-committees comprising Committee members and others;
- The Committee review reports from management, from directors, staff and from the external and internal auditors to provide reasonable assurance that control procedures are in place and are being followed. This includes a general review of the major risks facing the Co-operative;
- Formal procedures have been established for instituting appropriate action to correct weaknesses identified from the above reports.

The Committee have reviewed the effectiveness of the system of internal financial control in existence in the Co-operative for the year ended 31<sup>st</sup> March 2013 and until the below date. No weaknesses were found in internal financial controls, which resulted in material losses, contingencies, or uncertainties, which require disclosure in the financial statements or in the Auditor's Report on the financial statements.

By order of the Committee

*M Flynn*

Secretary

Dated : 27/08/2013

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**REPORT OF THE AUDITORS ON THE COMMITTEE**

**STATEMENT ON THE CO-OPERATIVE'S SYSTEM OF INTERNAL FINANCIAL CONTROL**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

**Corporate Governance**

In addition to our audit of the financial statements, we have reviewed the Committee's statement on page four concerning the Co-operative's compliance with the information required by the section on internal financial control within SFHA's publication "Raising Standards in Housing".


**Basis of Opinion**

We carried out our review having regard to the Bulletin "Disclosures Relating to Corporate Governance" issued by the Auditing Practices Board. The Bulletin does not require us to review the effectiveness of the Co-operative's procedures for ensuring compliance with the Guidance Notes, nor to investigate the appropriateness of the reasons given for non-compliance.

**Opinion**

In our opinion the statement on internal financial control on page three has provided the disclosures required by the section on internal financial control within SFHA's publication "Raising Standards in Housing" and is consistent with the information which came to our attention as a result of our audit work on the financial statements.

Through enquiry of certain Committee members, directors and officers of the Co-operative, and examination of relevant documents, we have satisfied ourselves that the Committee's Statement on Internal Financial Control appropriately reflects the Co-operative's compliance with the information required by the section on internal financial control within SFHA's publication "Raising Standards in Housing".



Adam Armstrong, LLB, CA, (Senior Statutory Auditor),  
for and on behalf of Armstrongs,  
Statutory Auditor,  
Chartered Accountants,  
Victoria Chambers,  
142, West Nile Street,  
Glasgow,  
G1 2RQ.

Date: 19<sup>th</sup> September 2013

## REPORT OF THE INDEPENDENT AUDITORS TO

### THE MEMBERS OF COPPERWORKS HOUSING CO-OPERATIVE LIMITED

We have audited the financial statements of Copperworks Housing Co-operative Limited for the year ended 31<sup>st</sup> March 2013 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes one to twenty eight. The financial reporting framework that has been applied in their preparation is applicable law and the Registered Social Landlords Determination of Accounting Requirements - April 2012.

This report is made solely to the Co-operative's members, as a body, in accordance with Industrial and Provident Societies Acts 1965 to 2002. Our audit work has been undertaken so that we might state to the Co-operative's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Co-operative and the Co-operative's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of Committee and Auditors

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

#### Scope of the audit of the financial statements

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

#### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Co-operative's affairs as at 31<sup>st</sup> March 2013 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the Industrial and Provident Societies Acts 1965 to 2002, Schedule 1, the Housing (Scotland) Act 2010 and the Registered Social Landlords Determination of Accounting Requirements - April 2012.

#### Matters on which we are required to report

We have nothing to report in respect of the following matters where the current legislation requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Committee's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Adam Armstrong, LLB, CA, (Senior Statutory Auditor),  
for and on behalf of Armstrongs,  
Statutory Auditor,  
Chartered Accountants,  
Victoria Chambers,  
142, West Nile Street,  
Glasgow,  
G1 2RQ.

Dated : 19<sup>th</sup> September 2013



**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

	Notes	2013 £	2012 £
Turnover	2	809,489	781,109
Operating Costs	2	696,733	654,181
Operating Surplus	7	<u>112,756</u>	<u>126,928</u>
Interest Receivable and Other Income	8	851	737
Interest Payable and Similar Charges	9	( 28,265)	( 30,692)
Surplus on ordinary activities before taxation		<u>85,342</u>	<u>96,973</u>
Tax on (charge)/credit on ordinary activities	10	( 12,829)	( 40,238)
Surplus on ordinary activities after taxation		<u><u>72,513</u></u>	<u><u>56,735</u></u>

The results for the year relate wholly to continuing activities.

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**  
**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**  
**FOR THE YEAR ENDED 31ST MARCH 2013**

	<b>2013</b>	<b>2012</b>
	£	£
Surplus for the financial year	72,513	56,735
Unrealised surplus/(deficit) on revaluation of properties	2,590,602	-
Prior year adjustment	-	429,097
Total gains and losses recognised since last annual report	<u>2,663,115</u>	<u>485,832</u>

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**  
**NOTE OF HISTORICAL COST SURPLUSES AND DEFICITS**  
**FOR THE YEAR ENDED 31ST MARCH 2013**

	<b>2013</b>	<b>2012</b>
	£	£
Reported surplus on ordinary activities before taxation	85,342	96,973
Difference between historical cost depreciation and the actual charge for the year calculated on the revalued amount	45,015	44,595
Historical cost surplus on ordinary activities before taxation	<u>130,357</u>	<u>141,568</u>
Historical cost surplus on ordinary activities after taxation	<u>117,528</u>	<u>101,330</u>

## COPPERWORKS HOUSING CO-OPERATIVE LIMITED

## BALANCE SHEET

AS AT 31ST MARCH, 2013

	Notes	2013 £	2012 £
<b>Tangible Fixed Assets</b>			
Housing Properties	11	8,162,519	5,539,210
Other	12	123,213	133,032
		<u>8,285,732</u>	<u>5,672,242</u>
<b>Current Assets</b>			
Investments	13	740,860	793,869
Debtors	14	96,775	112,202
Cash at Bank and in Hand		119,423	54,261
		<u>957,058</u>	<u>960,332</u>
<b>Creditors : amounts falling due within one year</b>	15	( 172,755)	( 174,560)
<b>Net Current Assets/(Liabilities)</b>		<u>784,303</u>	<u>785,772</u>
<b>Total Assets less Current Liabilities</b>		9,070,035	6,458,014
<b>Creditors : amounts falling due after more than one year</b>	16	( 1,181,798)	( 1,232,888)
<b>Net Assets</b>		<u>7,888,237</u>	<u>5,225,126</u>
<b>Capital and Reserves</b>			
Share Capital	17	176	180
Designated Reserves	18	490,095	490,095
Revaluation Reserve	19	6,276,999	3,731,412
Accumulated Surplus	22	1,120,967	1,003,439
		<u>7,888,237</u>	<u>5,225,126</u>

These financial statements were approved by the Committee on and signed on 27/08/2013 their behalf by:

G. McLaughlin

Chairperson

V. McLA

Committee Member

M. Hyatt

Secretary

# COPPERWORKS HOUSING CO-OPERATIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH, 2013

### 1. Principal Accounting Policies

The Co-operative is incorporated under the Industrial and Provident Societies Act 1965 and is registered by the Financial Conduct Authority.

The financial statements have been prepared under the historical cost convention in accordance with applicable Accounting Standards, the Statement of Recommended Practice - Accounting by registered social landlords (2010) and the Registered Social Landlords Determination of Accounting Requirements - April 2012. A summary of the more important accounting policies is set out below.

#### Turnover

Turnover represents rental and service charge income receivable, fees receivable and revenue grants receivable from the Scottish Housing Regulator, local authorities and other agencies.

#### Housing Properties

Housing Properties are stated at cost, less social housing and other public grants and less accumulated depreciation. Improvements are capitalised where these result in an enhancement of the economic benefits of the property. Such enhancement can occur if the improvements result in an increase in rental income, a material reduction in future maintenance costs or a significant extension of the life of the property. Works to existing properties, which fail to meet the above criteria, are charged to the Income and Expenditure Account.

Reviews for impairment of housing properties are carried out regularly and any impairment in an income-generating unit is recognised by a charge to the Income and Expenditure Account. Impairment is recognised where the carrying value of an income-generating unit exceeds the higher of its net realisable value or its value in use. Value in use represents the net present value of expected future cash flows from these units. Impairment of assets would be recognised in the Income and Expenditure Account.

#### Depreciation - housing properties

Properties other than heritable land are depreciated in accordance with FRS15 at rates calculated to reduce net book value of each component of the property to its estimated residual value, on a straight line basis, over the expected remaining life of the component. Heritable land is not depreciated. The estimated useful lives of the assets and components is shown in the table below.

Building	100 years	Radiators	30 years
Roof	50 years	Boilers	15 years
Electrical systems	30 years	Bathrooms	22 years
Windows	30 years	Kitchens	15 years

#### Other Fixed Assets

Other fixed assets are stated at cost less accumulated depreciation. Depreciation is charged by equal instalments commencing with the year of acquisition at rates estimated to write off costs less any residual value over the expected economic useful lives at annual rates :-

Furniture and Fittings	- 20% Reducing Balance
Computer Equipment	- 33% Straight Line
Offices	- 2% Straight Line

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# **COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

### **1. Principal Accounting Policies/Cont...**

#### **Social Housing Grant and Other Grants**

Where developments have been financed wholly or partly by Social Housing Grant or other capital grant, the cost of those developments have been reduced by the amount of the grant receivable. The amount of the grants receivable is shown separately on the Balance Sheet.

Social Housing Grant received in respect of revenue expenditure is credited to the Income and Expenditure Account in the same period as the expenditure to which it relates.

Although Social Housing Grant is treated as a grant for accounting purposes, it may nevertheless become repayable in certain circumstances, such as the disposal of certain assets. The amount repayable would be restricted to the net proceeds of sale.

#### **Capitalisation of Interest**

Interest incurred on financing a development is capitalised up to the date of completion of the scheme.

#### **Sales of Housing Properties**

First tranche Shared Ownership disposals are credited against the cost of Shared Ownership property in accordance with the Statement of Recommended Practice.

Surpluses and deficits on the sale of housing properties, including second and subsequent tranches of Shared Ownership properties are accounted for in the Income and Expenditure account in the year of disposal.

The surplus or deficit is shown on the face of the Income and Expenditure Account.

#### **Stock and Work in Progress**

Work in progress consists of properties developed for resale by the Co-operative, and has been valued at the lower of cost, net of related grants, and resale value.

#### **Designated Reserves**

The Co-operative has designated part of its long term obligations as follows :-

##### **Planned Maintenance**

The reserve is based on the Co-operative's ability to maintain its properties in accordance with a planned programme of works provided it will not be met from revenue in the year in which it is incurred.

The Co-operative maintains its housing properties in a state of repair which at least maintains their residual value in prices prevailing at the time of acquisition and construction. Provision is made for such future repair expenditure by transfers to this reserve. Previously for some schemes the reserve was established by transfers from the Rent Surplus Fund as directed by the Scottish Housing Regulator.

#### **Pension Costs**

The Co-operative participates in the centralised Scottish Housing Associations' defined benefit pension scheme and retirement benefits to employees of the Co-operative are funded by contributions from all participating employers and employees in the scheme. Payments are made in accordance with periodic calculations by consulting actuaries and are based on pension costs applicable across the various participating Associations taken as a whole.

The expected costs to the Co-operative of pension are charged to the income and expenditure accounts so as to spread the cost of pensions over the service lives of employees.

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**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013**

**1. Principal Accounting Policies/Cont...**

**Development Administration Costs**

Administration expenses which relate to development and are incremental to the other costs on the Co-operative are capitalised.

**Mortgages**

Mortgage loans are advanced by Private Lenders, Local Authorities or the Scottish Housing Regulator under the terms of individual mortgage deeds in respect of each property or housing scheme. Advances are available only in respect of those developments which have been given approval by the Scottish Development Department or the Scottish Housing Regulator.

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**2. Particulars of Turnover, Operating Costs and Operating Surpluses**

	<b>2013</b>		
	<b>Turnover £</b>	<b>Operating Costs £</b>	<b>Operating Surplus £</b>
Social Lettings	802,193	692,498	109,695
Other Activities	7,296	4,235	3,061
<b>Total</b>	<u>809,489</u>	<u>696,733</u>	<u>112,756</u>

	<b>2012</b>		
	<b>Turnover £</b>	<b>Operating Costs £</b>	<b>Operating Surplus £</b>
Social Lettings	774,178	649,970	124,208
Other Activities	6,931	4,211	2,720
<b>Total</b>	<u>781,109</u>	<u>654,181</u>	<u>126,928</u>

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**3. Particulars of Income and Expenditure from Lettings**

	<b>General Needs Housing £</b>	<b>2012 Total £</b>
<b>Income from Lettings</b>		
Rent receivable net of identifiable service charges	803,936	774,593
Less: voids	( 1,743)	( 415)
<b>Total turnover from social letting activities</b>	<u>802,193</u>	<u>774,178</u>
<b>Expenditure on Lettings</b>		
Management and maintenance administration costs	386,895	362,683
Reactive Maintenance	79,132	67,037
Planned and cyclical maintenance including major repairs	109,845	104,548
Depreciation of social housing	116,626	106,639
Bad Debts	-	9,063
<b>Operating costs for social letting activities</b>	<u>692,498</u>	<u>649,970</u>
<b>Operating surplus for social lettings for 2013</b>	<u>109,695</u>	<u>124,208</u>
<b>Operating surplus for social lettings for 2012</b>	<u>124,208</u>	

No service charges were receivable on housing accommodation not eligible for Housing Benefit £Nil (2012 - £Nil).

**4. Particulars of Turnover, Operating Costs and Surpluses from Other Activities**

	<b>Other Income £</b>	<b>Operating Costs £</b>	<b>2013 Total £</b>	<b>2012 Total £</b>
Factoring	7,281	1,875	5,406	5,074
Forfeited Shares	15	-	15	6
Amortisation of investment	<u>-</u>	<u>2,360</u>	<u>( 2,360)</u>	<u>( 2,360)</u>
<b>Total for Other Activities 2013</b>	<u>7,296</u>	<u>4,235</u>	<u>3,061</u>	<u>2,720</u>
<b>Total for Other Activities 2012</b>	<u>6,931</u>	<u>4,211</u>	<u>2,720</u>	



# COPPERWORKS HOUSING CO-OPERATIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...

### 5. Directors Emoluments

The remuneration paid to the directors (defined as the Committee of Management and Chief Executive of Copperworks Housing Co-operative Limited) was:-

	2013 £	2012 £
Total Emoluments (including pension contributions and benefits in kind)	<u>-</u>	<u>-</u>
Total Emoluments (excluding pension contributions) to the highest paid director amounted to	<u>-</u>	<u>-</u>

The Co-operative is managed by a voluntary Management Committee who act as directors of the Co-operative. No emoluments were paid to any member of the Management Committee during the year.

Total expenses reimbursed to the Committee in so far as not chargeable to United Kingdom Income Tax

<u>1,369</u>	<u>1,204</u>
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### 6. Employee Information

The monthly average number of full time equivalent employees during the year was :-

<u>6</u>	<u>6</u>
----------	----------

Staff costs (including Executive Emoluments)  
Wages and Salaries  
Social Security Costs  
Pension Contributions

156,730	149,115
12,541	12,335
28,078	24,190
<u>197,349</u>	<u>185,640</u>

### 7. Operating Surplus

Operating surplus is stated after charging:-

Depreciation - Property  
- Other Assets

Auditor's Remuneration - External

Auditor's Remuneration - Internal

Bad Debts

Amortisation of Investment

116,626	106,639
9,819	9,819
4,728	3,974
-	624
-	9,063
<u>2,360</u>	<u>2,360</u>

### 8. Interest Receivable and Similar Income

2013 £	2012 £
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Interest Receivable

<u>851</u>	<u>737</u>
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### 9. Interest Payable and Similar Charges

2013 £	2012 £
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Other interest payable

<u>28,265</u>	<u>30,692</u>
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**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**10. Taxation**

<b>Analysis of the tax (credit)/charge</b>	<b>2013 £</b>	<b>2012 £</b>
UK Corporation Tax at 20% (2012 - 20%)	<u>12,829</u>	<u>40,238</u>

**Factors affecting the tax charge**

The tax assessed for the year is lower than the standard rate of corporation tax in the UK. The difference is explained below:

	<b>2013 £</b>	<b>2012 £</b>
Surplus on ordinary activities before tax	<u>85,342</u>	<u>96,973</u>
Surplus on ordinary activities multiplied by the standard rate of corporation tax in the UK of 20% (2012 - 20%)	17,068	19,394
Effects of: Depreciation in excess of capital allowances and component replacement	( 4,239)	20,844
Current tax charge	<u>12,829</u>	<u>40,238</u>

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**11. Tangible Fixed Assets - Housing Properties**

	Housing Property held for Letting £	Environment Works £	Total £
<b>Cost (Net of Grants) or Valuation</b>			
At 01.04.12	5,538,233	243,294	5,781,527
Additions	149,333	-	149,333
Disposals	( 492)	-	( 492)
Revaluation	2,268,645	-	2,268,645
At 31.03.13	<u>7,955,719</u>	<u>243,294</u>	<u>8,199,013</u>
<b>Depreciation</b>			
At 01.04.12	208,256	34,061	242,317
Disposals	( 492)	-	( 492)
Charge for Year	114,193	2,433	116,626
Revaluation	( 321,957)	-	( 321,957)
At 31.03.13	<u>-</u>	<u>36,494</u>	<u>36,494</u>
<b>Net Book Value at 31.03.13</b>	<u>7,955,719</u>	<u>206,800</u>	<u>8,162,519</u>
<b>Net Book Value at 31.03.12</b>	<u>5,329,977</u>	<u>209,233</u>	<u>5,539,210</u>

No development administration costs were capitalised during the year.

Completed housing properties were revalued on the basis of existing use value for social housing at 22<sup>nd</sup> May 2013 by Allied Surveyors Scotland Plc. The valuation report has been made in accordance with the RICS Appraisal and Valuation Manual. The Committee do not believe that the values would have been materially different at the balance sheet date.

If housing property had not been revalued, it would have been shown as the following:

	<b>2013</b> £	<b>2012</b> £
Cost of Properties	13,795,113	13,639,250
Less: Social Housing and Other Grants	<u>11,239,557</u>	<u>11,232,535</u>
	2,555,556	2,406,715
Less: Depreciation	<u>672,616</u>	<u>601,497</u>
	<u>1,882,940</u>	<u>1,805,218</u>

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**12. Tangible Fixed Assets - Other Fixed Assets**

	Office Premises £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>Cost</b>				
At 01.04.12 and 31.03.13	<u>171,082</u>	<u>52,966</u>	<u>13,359</u>	<u>237,407</u>
<b>Depreciation</b>				
At 01.04.12	52,967	46,955	4,453	104,375
Charge for the year	<u>3,422</u>	<u>1,944</u>	<u>4,453</u>	<u>9,819</u>
At 31.03.13	<u>56,389</u>	<u>48,899</u>	<u>8,906</u>	<u>114,194</u>
<b>Net book value at 31.03.13</b>	<u>114,693</u>	<u>4,067</u>	<u>4,453</u>	<u>123,213</u>
<b>Net book value at 31.03.12</b>	<u>118,115</u>	<u>6,011</u>	<u>8,906</u>	<u>133,032</u>

**13. Investments**

The Co-operative has made a capital contribution to Streetwatch North which has been used to fund the purchase of CCTV cameras to improve safety in the area. This investment is being amortised over a period of ten years, the estimated useful life of the system.

	<b>2013</b> £	<b>2012</b> £
At 01.04.11	2,360	4,720
Amortisation	( <u>2,360</u> )	( <u>2,360</u> )
	-	2,360
Deposit Accounts	740,860	791,509
	<u>740,860</u>	<u>793,869</u>
	<b>2013</b> £	<b>2012</b> £

**14. Debtors**

Rental Debtors	25,036	25,611
Prepayments and Accrued Income	46,911	60,690
Other Debtors	<u>24,828</u>	<u>25,901</u>
	<u>96,775</u>	<u>112,202</u>

# COPPERWORKS HOUSING CO-OPERATIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...

	2013 £	2012 £
<b>15. Creditors due within one year</b>		
Loans	44,399	43,647
Rent Overpayments	30,726	31,239
Trade Creditors	27,604	508
Other Creditors	53,605	55,094
Taxation	12,829	40,238
Other taxes and social security	3,592	3,834
	<u>172,755</u>	<u>174,560</u>

	2013 £	2012 £
<b>16. Creditors due outwith one year</b>		
Loans	<u>1,181,798</u>	<u>1,232,888</u>

Loans are secured by specific charges on the Co-operative's properties and repayable at rates of interest ranging from 1.392% to 2.255% (2012 - 1.392% to 2.255%), and will mature over a period of one to twenty one years in instalments as follows:-

	2013 £	2012 £
<b>Loans</b>		
Between one and two years	45,411	44,641
Between two and five years	142,534	140,119
In five years or more	<u>993,853</u>	<u>1,048,128</u>
	<u>1,181,798</u>	<u>1,232,888</u>

<b>17. Share Capital</b>		
Ordinary Shares of £1 each	2013	2012
<b>Allotted, issued and fully paid</b>		
At 01.04.12	180	178
Issued during year	11	8
Forfeited during year	( 15)	( 6)
Balance at 31.03.13	<u>176</u>	<u>180</u>

Each shareholder of the Co-operative holds only one share and is entitled to vote at general meetings of the Co-operative. These shares carry no right to dividend or distribution on a winding up. When a shareholder ceases to be a member, that person's share is cancelled and the amount paid thereon becomes the property of the Co-operative. Each member has a right to vote at member meetings.

<b>18. Designated Reserves</b>	Planned Maintenance Reserve £
Balance at 01.04.12	490,095
Transfers : to Income & Expenditure A/c	-
Balance at 31.03.13	<u>490,095</u>

# COPPERWORKS HOUSING CO-OPERATIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...

### 19. Revaluation Reserve

	2013 £	2012 £
At 01.04.12	3,731,412	3,776,007
Transferred on Revaluation of Properties	2,590,602	-
Depreciation Adjustment	(45,015)	(44,595)
At 31.03.13	<u>6,276,999</u>	<u>3,731,412</u>

### 20. Pensions

The Co-operative participates in the Scottish Housing Associations' Pension Scheme ('the Scheme'). The Scheme is funded and is contracted-out of the State Pension scheme.

It is not possible in the normal course of events to identify the share of underlying assets and liabilities belonging to an individual participating employer as the Scheme is a multi-employer arrangement where the assets are co-mingled for investment purposes, benefits are paid from the total Scheme assets, and the contribution rate for all employers is set by reference to the overall financial position of the Scheme rather than by reference to individual employer experience. Accordingly, due to the nature of the Scheme, the accounting charge for the period under FRS17 represents the employer contribution payable.

The Trustee commissions an actuarial valuation of the Scheme every three years. The main purpose of the valuation is to determine the financial position of the Scheme in order to determine the level of future contributions required, so that the Scheme can meet its pension obligations as they fall due.

The last formal valuation of the Scheme was performed as at 30<sup>th</sup> September 2009 by a professionally qualified Actuary using the Projected Unit Credit method. The market value of the Scheme's assets at the valuation date was £295 million. The valuation revealed a shortfall of assets compared with the value of liabilities of £160 million, equivalent to a past service funding level of 64.8%.

The Scheme Actuary has prepared an Actuarial Report that provides an approximate update on the funding position of the Scheme as at 30<sup>th</sup> September 2011. Such a report is required by legislation for years in which a full actuarial valuation is not carried out. The funding update revealed an increase in the assets of the Scheme to £341 million and indicated an increase in the shortfall of assets compared to liabilities to approximately £207 million, equivalent to a past service funding level of 62.2%.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Scheme. The debt is due in the event of the employer ceasing to participate in the Scheme or the Scheme winding up. The debt for the Scheme as a whole is calculated by comparing the liabilities for the Scheme (calculated on a buy-out basis, i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Scheme. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Scheme's liability attributable to employment with the leaving employer compared to the total amount of the Scheme's liabilities (relating to employment with all the employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Scheme liabilities, Scheme investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

The Co-operative has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Scottish Housing Associations' Pension Scheme based on the financial position of the Scheme as at 30<sup>th</sup> September 2012. As of this date the estimated employer debt for the Co-operative was £1,172,215.

The total pension cost for the Co-operative was £28,078 (2012 : £24,190) of which £4,734 (2012 : £1,934) was unpaid and is included in creditors.

**COPPERWORKS HOUSING CO-OPERATIVE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...**

**21. Legislative Provisions**

The Co-operative is incorporated under the Industrial and Provident Societies Act 1965.

**22. Reconciliation of movement in accumulated surplus**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Revenue Reserve b/fwd	1,003,439	902,109
Surplus for the year	72,513	56,735
Transfer from revaluation reserve	45,015	44,595
	<u>1,120,967</u>	<u>1,003,439</u>

**23. Contingent Liability**

The Co-operative purchased stock from Communities Scotland during 1997. The purchase price for the stock was calculated in accordance with a 30 year discounted cash flow. However, because of the contractual sale terms imposed by Communities Scotland, there is potential for further payment over this period in respect of Right-to-Buy sales exceeding projections or major repairs spend being less than forecast. The Scottish Government has confirmed the process to be adopted that will result in cessation of contract agreements. This process is currently being followed by the Co-operative and it is expected that no liability shall arise in respect of any repayments to the Scottish Government.

**24. Housing Stock**

**2013                      2012**

The number of units of accommodation in management at the year end was :-

General Needs - Rehabilitation	<u>272</u>	<u>272</u>
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**25. Related Party Transactions**

The members of the Management Committee are tenants of the Co-operative. Their tenancies are held on the normal tenancy terms and they cannot use their positions to their advantage.

F Murphy is the executive officer of Spire View Housing Association Limited. During the year Spire View Housing Association Limited provided management and other services at a cost of £39,438 (2012 - £19,741). At the year end £9,586 (2012 - £10,562) was outstanding and is included in creditors due within one year.

Copperworks Housing Co-operative Limited provided services to Spire View Housing Association Limited at a value of £17,799. At the year end £5,615 was outstanding and is included in debtors.

**26. Capital Commitments**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Expenditure authorised and contracted less certified	<u>-</u>	<u>-</u>

COPPERWORKS HOUSING CO-OPERATIVE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH, 2013/Cont...

27. Finance Leases

Obligations under hire purchase contracts and finance leases:-

	2013 £	2012 £
Finance lease due within one year	1,127	1,127
Finance leases due between one and five years	<u>2,254</u>	<u>3,381</u>
	<u>3,381</u>	<u>4,508</u>

28. Prior Year Adjustment

The Co-operative changed its accounting policy in relation to housing properties and depreciation, as detailed in Note 1 of the Financial Statements, in order to incorporate component accounting. Major repairs that relate to identified components are capitalised, with major components being depreciated over the estimated useful economic lives of each identified component.

As a result of the change in accounting policy, a prior year adjustment has been required under Financial Reporting Standard 3 - Reporting Financial Performance as follows:

Components replaced	£ 521,506
Social Housing Grant written off	£ 128,467

The overall effect of these adjustments was to decrease the revaluation reserves, increase the revenue reserve from £427,407 to £828,752 and decrease the revaluation reserve from £4,256,426 to £3,834,306.

Of the prior year adjustment, £65,642 related to 2011 in respect of major repairs capitalised of £58,061 and additional property depreciation credited of £7,581. This resulted in the surplus reported for the year ended 31<sup>st</sup> March 2011 increasing from a deficit of £50,584 to a surplus of £15,058.