

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

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**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**ADVISERS AND REGISTERED OFFICE**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**Auditors**

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

**Bankers**

Clydesdale Bank plc  
29 Hamilton Street  
Saltcoats  
Ayrshire KA21 5DX

**Legal advisors**

Messrs Taylor & Henderson  
Solicitors  
51 Hamilton Street  
Saltcoats KA21 5DX

Harper MacLeod LLP  
Solicitors  
Ca 'd'oro Building  
45 Gordon Street  
Glasgow G1 3PE

TC Young Solicitors  
Merchants House  
7 West George Street  
Glasgow  
G2 1BA

**Registered office**

Quayside Offices  
Marina Quay, Dock Road  
Ardrossan, Ayrshire  
KA22 8DA

**Registration information**

Financial Conduct Authority:	Co-operative and Community Benefit Societies Act 2014 Registration Number 2184 RS
Registered Social Landlord: Registered number:	Housing (Scotland) Act 2010 HCB195
Recognised Scottish Charity:	SCO37972

# **CUNNINGHAME HOUSING ASSOCIATION LIMITED**

## **REPORT OF THE BOARD OF MANAGEMENT**

### **FOR THE YEAR ENDED 31ST MARCH 2018**

The Board of Management present their report and the audited financial statements for the year ended 31<sup>st</sup> March 2018.

#### **Principal activities**

The principal activities of the Association are the provision, construction, improvement and management of rented and shared-ownership accommodation. The Association is a not for profit organisation.

#### **Review of business**

The results for the year are as shown in the attached Statement of Comprehensive Income. The surplus for the year was £1,492,831 (2017 - £1,843,863). The financial year has been another hugely successful chapter in the ongoing journey of growth and sustainability of the Association.

During last year the Association's Development House Building Programme continued to deliver valuable assets for the organisation. In 2017/2018 a total of 129 new houses were taken into management. In addition, during this year, another 175 new houses commenced on-site with 569 programmed for a site start in 2018/19.

Now developing new build housing in 4 geographical areas (North, East, South Ayrshire and Dumfries and Galloway) the Association will be delivering an ambitious programme of new build houses totalling 1124 over the next 5 financial years (2022/23). This should see the Association achieving circa 50% growth.

Welfare reform remained a concern with the emphasis moving away from the spare room subsidy (bedroom tax) to the rollout of Universal Credit. The payment of housing costs directly to claimants represents a significant increase in the process of rent collection, with those on housing benefit previously having this paid directly to the Association. The Association's Financial Inclusion Officer worked directly with those tenants requiring support in terms of money and budget management and dealt with the additional administration involved in preparing the housing cost element of universal credit claims. This work is very labour intensive and is becoming an increasing feature of the Property Services teams' work as Universal Credit is rolled out to all claimants. We now have around 15% of all tenants on Full Service Universal Credit. The Association has reported in the Scottish Housing Regulator's Annual Return on the Charter (ARC) that rent arrears this year were 3.37% up from 3.03% in 2016/17 with unpaid rent on Universal Credit cases contributing to this increase.

On 31 March 2018 the Scottish Housing Regulator notified the Association that having completed their Regulatory Risk Assessment for 2017/2018 the Association would be Medium engagement with a Regulation Plan given our projected growth over the next 4/5 years. Viewed within this context the plan also indicates that the Association is also now regarded as being of "Systemic Importance" by the Regulator.

#### **Changes in fixed assets**

Details of changes in fixed assets are set out in Note 13.



# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## REPORT OF THE BOARD OF MANAGEMENT

FOR THE YEAR ENDED 31ST MARCH 2018

### The Board of Management and Executive Officer

The Board of Management and Executive Officer of the Association are as follows:-

#### Executive Officer

. F.A. Sweeney

#### Board of Management

. J. Steele	Resigned 25.01.18	. L. Keenan (Secretary)	
. H. Neill		. A. McDougall	
. A. Ramsay		. Cllr. J. Miller - NAC	
. J. Strang (Chair)		. Cllr. D. Reid - EAC	
. F. Schlesiger		. W.Gibson	Appointed 01.02.18
. M. Whitelaw		. E. MacColl	Appointed 22.08.17
. J. Kelly (Vice-Chair)		. J. McLaren	Appointed 22.08.17
. Cameron Crawford		. B. Johnstone	Appointed 22.08.17

Each member of the Board of Management holds one fully paid share of £1 in the Association. The Executive Officer of the Association holds no interest in the Association's share capital and although not having the legal status of a director he acts as an executive within the authority delegated by the Board.

Council Positions are held on the Board and representatives are appointed directly by the Council.

Co-opted positions are held for an annual period. Co-opted members must stand to be re-appointed if they wish to be on the board the following year.

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## REPORT OF THE BOARD OF MANAGEMENT

FOR THE YEAR ENDED 31ST MARCH 2018

### Statement of Board's responsibilities

The Co-operative and Community Benefit Societies Act 2014 requires the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the income and expenditure of the Association for the period. In preparing these financial statements, the Board is required to:-

- . Select suitable accounting policies and apply them consistently;
- . Make judgements 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 Association will continue in business;
- . Prepare a statement on internal financial control.

The Board is responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Association and to enable it to ensure that the financial statements comply with the requirements of the Co-operative and Community Benefit Societies Act 2014, the Housing (Scotland) Act 2010 and the Scottish Housing Regulator's Determination of Accounting Requirements 2014. It is also responsible for safeguarding the assets of the Association and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Corporate governance

The Association 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 the Scottish Housing Regulator, the auditors have confirmed that they consider this statement appropriately reflects the Association'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 on page five, the Board of Management have provided the disclosures required by Paragraph 4.5 of the Code of Best Practice as supplemented by the related guidance for Board of Management and such statement is not inconsistent with the information of which they are aware from their audit work on the financial statements.

### Statement as to disclosure of information to auditors

So far as the Board are aware, there is no relevant audit information of which the Association's auditors are unaware, and each Board Member has taken all the steps that he or she ought to have taken as a Board Member in order to make himself or herself aware of any relevant audit information and to establish that the Association's auditors are aware of that information.

### Auditors

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

By order of the Board

Secretary: L Keenan

Dated : 09/08/18

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**BOARD STATEMENT ON THE ASSOCIATION'S**

**SYSTEM OF INTERNAL FINANCIAL CONTROL**

**FOR THE YEAR ENDED 31ST MARCH 2018**

The Board acknowledge their ultimate responsibility for ensuring that the Association 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 Association or for publication;
- . the maintenance of proper accounting records;
- . the safeguarding of assets (against unauthorised use or disposition).

It is the Board'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 Association'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 Board 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 being investigated as appropriate;
- . regulatory returns are prepared, authorised and submitted promptly to the relevant regulatory bodies;
- . all significant new initiatives, major commitments and investment projects are subject to formal authorisation procedures, through relevant sub-committees comprising Board members and others;
- . the Board 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 Association;
- . formal procedures have been established for instituting appropriate action to correct weaknesses identified from the above reports.

The Board have reviewed the effectiveness of the system of internal financial control in existence in the Association for the year ended 31<sup>st</sup> March 2018 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 Board



Secretary : L Keenan

Dated : 09/08/18

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**  
**REPORT BY THE INDEPENDENT AUDITOR TO THE BOARD**  
**ON CORPORATE GOVERNANCE MATTERS**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

**Corporate Governance**

In addition to our audit of the financial statements, we have reviewed the Board's statement on page four concerning the Association's compliance with the information required by the Regulatory Standards in respect of internal financial controls contained within the publication "Our Regulatory Framework" and associated Regulatory Advice Notes which are issued by the Scottish Housing Regulator.

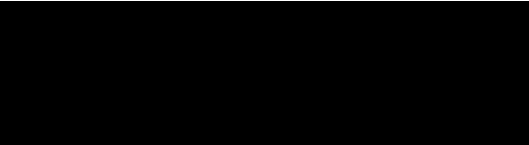
**Basis of opinion**

We carried out our review having regard to the requirements to corporate governance matters within Bulletin 2006/5 issued by the Financial Reporting Council. The Bulletin does not require us to review the effectiveness of the Association'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 five has provided the disclosures required by the relevant Regulatory Standards within the publication "Our Regulatory Framework" and associated Regulatory Advice Notes issued by the Scottish Housing Regulator in respect of internal financial controls 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 Board members, directors and officers of the Association, and examination of relevant documents, we have satisfied ourselves that the Board's Statement on Internal Financial Control appropriately reflects the Association's compliance with the information required by the Regulatory Standards contained within the publication "Our Regulatory Framework" and associated Regulatory Advice Notes issued by the Scottish Housing Regulator in respect of internal financial controls.



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 : 22nd August 2018.

**REPORT OF THE INDEPENDENT AUDITORS TO  
THE MEMBERS OF CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**Opinion**

We have audited the financial statements of Cunninghame Housing Association Limited for the year ended 31<sup>st</sup> March 2018 which comprise a statement of comprehensive income, statement of financial position, statement of changes in equity, statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including FRS 102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland.

This report is made solely to the Association's members, as a body, in accordance with the Co-operative and Community Benefit Societies Act 2014. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the Association's affairs as at 31<sup>st</sup> March 2018 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 Co-operative and Community Benefit Societies Act 2014, Part 6 of the Housing (Scotland) Act 2010 and the Determination of Accounting Requirements 2014.

**Basis for opinion**

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

**Conclusions relating to going concern**

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

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

**Other information**

The Board is responsible for the other information. The other information comprises the information in the Report of the Board of Management, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

**REPORT OF THE INDEPENDENT AUDITORS TO  
THE MEMBERS OF CUNNINGHAM HOUSING ASSOCIATION LIMITED**

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Association and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Board of Management.

We have nothing to report in respect of the following matters where the Co-operative and Community Benefit Societies Act 2014 requires us to report to you if, in our opinion:

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

**Responsibilities of the Board**

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

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

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

We have been appointed as auditor under the Co-operative and Community Benefit Societies Act 2014 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

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

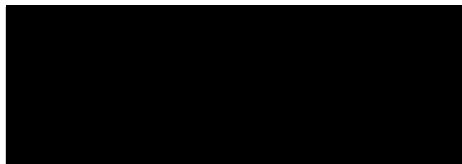
As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide the basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or circumstances may cause the Association to cease to continue as a going concern.

**REPORT OF THE INDEPENDENT AUDITORS TO  
THE MEMBERS OF CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**Auditor's responsibilities for the audit of the financial statements (continued)**

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during 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 : 22nd August 2018

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**STATEMENT OF COMPREHENSIVE INCOME**

**FOR THE YEAR ENDED 31ST MARCH 2018**

	Notes	2018	2017
		£	£
<b>Turnover</b>	2	14,842,780	14,244,518
Operating costs	2	( 11,219,673)	( 10,134,251)
<b>Operating surplus</b>	2	<u>3,623,107</u>	<u>4,110,267</u>
Gain/(loss) on sale of housing property	5	38,503	( 40,685)
Interest receivable and other income	7	27,075	45,769
Interest payable and similar charges	8	( 2,200,313)	( 2,190,493)
Other finance charges	9	4,459	( 80,995)
<b>Surplus before tax</b>		<u>1,492,831</u>	<u>1,843,863</u>
Other comprehensive income		-	-
<b>Total comprehensive income for the year</b>		<u><u>1,492,831</u></u>	<u><u>1,843,863</u></u>

The results for the year relate wholly to continuing activities.

The notes form part of these financial statements.



**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**STATEMENT OF FINANCIAL POSITION**

**AS AT 31ST MARCH 2018**

	Notes	2018 £	2017 £
<b>Fixed assets</b>			
Tangible assets - social housing	13a	167,918,009	146,168,688
Other tangible assets - plant and equipment	13b	4,315,937	3,163,402
		<u>172,233,946</u>	<u>149,332,090</u>
<b>Current assets</b>			
Receivables	15	2,671,906	7,836,502
Cash at bank and in hand		<u>1,408,071</u>	<u>1,422,759</u>
		4,079,977	9,259,261
<b>Creditors: amounts falling due within one year</b>	16	( 5,507,407)	( 8,313,234)
<b>Net current assets</b>		<u>( 1,427,430)</u>	<u>946,027</u>
<b>Total assets less current liabilities</b>		170,806,516	150,278,117
<b>Creditors : amounts falling due after more than one year</b>	17	( 57,695,645)	( 52,349,160)
<b>Deferred income</b>			
Deferred capital grants: Social Housing Grants	18	( 101,044,986)	( 87,355,883)
Other Fixed Asset Grants		<u>( 1,217,874)</u>	<u>( 1,217,874)</u>
		( 102,262,860)	( 88,573,757)
<b>Net assets</b>		<u>10,848,011</u>	<u>9,355,200</u>
<b>Equity</b>			
Share capital	19	46	66
Revenue reserves	25	10,847,965	9,355,134
		<u>10,848,011</u>	<u>9,355,200</u>

These financial statements were approved by the Board on 9<sup>th</sup> Aug 18 and signed on their behalf by:

Chairman

Board Member

Secretary

The notes form part of these financial statements.

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**STATEMENT OF CHANGES IN EQUITY**

**FOR THE YEAR ENDED 31ST MARCH 2018**

	<b>Share Capital £</b>	<b>Revenue Reserve £</b>	<b>Total £</b>
<b>Balance as at 1<sup>st</sup> April 2017</b>	66	9,355,134	9,355,200
Issue of shares	6	-	6
Cancellation of shares	( 26)		( 26)
Surplus for year	-	1,492,831	1,492,831
<b>Balance as at 31<sup>st</sup> March 2018</b>	<u>46</u>	<u>10,847,965</u>	<u>10,848,011</u>

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

	Notes	2018 £	2017 £
<b>Net cash inflow from operating activities</b>	a	<u>2,431,946</u>	<u>8,518,342</u>
<b>Cash flows from investing activities</b>			
Payments to acquire and develop housing properties		( 25,874,569)	( 15,344,699)
Payments to acquire other fixed assets		( 1,416,757)	( 1,134,428)
Proceeds from sale of housing properties		75,000	72,000
Interest received		27,075	45,769
Grants Received		21,110,678	6,993,090
<b>Net cash outflow from investing activities</b>		<u>( 6,078,573)</u>	<u>( 9,368,268)</u>
<b>Cashflow from financing activities</b>			
Grants repaid		-	-
Inter-company investment		125,000	25,000
Interest payable		( 2,200,313)	( 2,190,493)
		<u>( 2,075,313)</u>	<u>( 2,165,493)</u>
<b>Net cash inflow/(outflow) from before financing</b>		<u>( 5,721,940)</u>	<u>( 3,015,419)</u>
<b>Financing</b>			
Mortgages and other loans received - housing		9,616,749	24,948,157
Mortgages and other loans received - non-housing		-	-
Loans repaid - housing		( 3,909,503)	( 26,136,980)
- non-housing		-	-
Share capital issued		6	2
Non cash adjustment		-	-
<b>Net cash outflow from financing activities</b>		<u>5,707,252</u>	<u>( 1,188,821)</u>
<b>Net change in cash and cash equivalents</b>		<u>( 14,688)</u>	<u>( 4,204,240)</u>
<b>Cash and cash equivalents at the beginning of the year</b>		1,422,759	5,626,999
<b>Cash and cash equivalents at the end of the year</b>		<u>1,408,071</u>	<u>1,422,759</u>

**Notes**

<b>a) Cashflow from operating activities</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Surplus for the year	1,492,831	1,843,863
Depreciation of tangible fixed assets	3,819,016	3,381,962
Decrease/(increase) in trade and other debtors	( 46,457)	201,159
Increase/(decrease) in trade and other creditors	( 2,745,040)	2,957,891
Share capital written off	( 26)	( 11)
Amortisation of Grants	( 2,335,522)	( 2,152,666)
Carrying amount of tangible fixed asset disposals	148,906	213,420
Proceeds from the sale of tangible fixed assets	( 75,000)	( 72,000)
Interest payable	2,200,313	2,190,493
Interest receivable	( 27,075)	( 45,769)
	<u>2,431,946</u>	<u>8,518,342</u>

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 1. Principal accounting policies

The financial statements have been prepared in accordance with FRS 102 as issued by the Financial Reporting Council and comply with the requirements of the Co-operative and Community Benefit Societies Act 2014, the Housing (Scotland) Act 2010, the Determination of Accounting Requirements 2014 issued by the Scottish Housing Regulator and the Statement of Recommended Practice (SORP) Accounting for social housing providers issued in 2014.

Cunninghame Housing Association Limited is a public benefit entity (PBE).

#### Turnover

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

#### Housing properties

Housing properties are stated at cost less accumulated depreciation and impairment losses.

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 Statement of Comprehensive Income.

The Statement of Recommended Practice 2014 states that the disposal of shared-ownership properties first tranche sales be included in turnover at completion with the balance being classified as fixed assets. Due to Cunninghame's last shared-ownership scheme being off-site in 2000 and records only being required to be held for six years, this exercise has not been carried out.

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 Statement of Comprehensive Income. 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 Statement of Comprehensive Income.

#### Depreciation - housing properties

Properties other than heritable land and properties under construction are depreciated 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.

Kitchens	18 years	Roofs	55 years
Heating systems	18 years	Structure	60 years
Bathrooms	25 years	Windows	25 years

#### Other fixed assets

Other fixed assets are stated at cost or the fair value of assets transferred on the transfer of engagements 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 :-

Freehold Property	- 2% per annum
Equipment, Fixtures & Fittings	- 33% per annum
Motor Vehicles	- 20% per annum

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

### 1. Principal accounting policies (continued)

#### **Housing Association Grants and other grants**

Social housing grants and other capital grants are accounted for using the accrual method as outlined in Section 24 of Financial Reporting Standard 102. Grants are treated as deferred income and recognised in income on a systematic basis over the expected useful life of the property and assets to which it relates.

Where developments have been financed wholly or partly by Housing Association Grant (HAG) or other capital grant. The amount of the grants receivable is shown separately on the Statement of Financial Position.

Housing Association Grant and Other Grants received in respect of revenue expenditure is credited to the Statement of Comprehensive Income in the same period as the expenditure to which it relates.

Although Housing Association 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.

Where the acquisition of other fixed assets have been financed wholly or partly by grants. The amount of the grant receivable is shown separately in the Statement of Financial Position.

#### **Capitalisation of interest**

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

#### **Development administration costs**

Development costs incremental to the other costs of the Association have been capitalised.

#### **Cyclical and major repairs**

The Association seeks to maintain its properties to the highest standard. To this end programmes of cyclical repairs are carried out in the medium term to deal with the gradual and predictable deterioration of building components. It is expected that the costs of these repairs would be charged to the Statement of Comprehensive Income.

In addition the Association completes programmes of major repairs to cover for works which have become necessary since the original development was completed, including works required by legislative changes. This includes replacement or repairs to features of the properties which have come to the end of their economic lives. The costs of these repairs would be charged to the Statement of Comprehensive Income, unless it was agreed that they could be capitalised within the terms outlined in the SORP.

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

### 1. Principal accounting policies (continued)

#### **Pension costs**

The Association participated until August 2014, in the centralised Scottish Housing Associations' defined benefit pension scheme and retirement benefits to employees of the Association are funded by contributions from all participating employers and employees in the scheme. Payments were 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. In accordance with FRS 102 the payments in respect of the past service deficit plan have been discounted and recognised in terms of Para 28.11A of FRS 102.

The Association from August 2014 agreed to participate in a defined contribution pension scheme with Scottish Housing Associations Pension Scheme and Scottish Widows. This scheme replaces the defined benefit scheme. The costs to the Association of such pension contributions are charged to the Statement of Comprehensive Income.

Auto enrolment commenced for the Association on 1<sup>st</sup> July 2014 for all eligible staff through Scottish Widows. The costs to the Association of such pension contributions are charged to the Statement of Comprehensive Income.

#### **Leasing**

Rentals paid under operating leases are charged to the Statement of Comprehensive Income over the lease term.

#### **Value Added Tax**

The Association is VAT registered, but a large proportion of its income, namely rents is exempt for VAT purposes, and therefore gives rise to a partial exemption calculation. Expenditure as a result is shown inclusive of VAT.

#### **Consolidation**

The Association and its subsidiary undertakings, Citrus Energy Limited and Cunninghame Furniture Recycling Company, comprise a group. The Financial Conduct Authority has granted exemption from preparing group financial statements. The accounts therefore represent the results of the Association and not of the group.

#### **Estimation uncertainty**

The preparation of financial statements requires the use of certain accounting estimates. It also requires the Board to exercise judgement in applying Cunninghame Housing Association Limited's accounting policies. The areas requiring a higher degree of judgement, or complexity, and areas where assumptions or estimates are most significant to the financial statements, is disclosed below:

#### Rent arrears - bad debt provision

The Association assesses the recoverability of rent arrears through a detailed assessment process which considers: tenant payment history, arrangements in place and court action.

#### Life cycle of components

The Association estimates the useful lives of major components of its housing property with reference to surveys carried out by external qualified surveyors.

#### The categorisation of housing properties

In the judgement of the Board the entirety of the Association's housing stock is held for social benefit and is therefore classified as property, plant and equipment in accordance with FRS 102.

#### Identification of cash generating units

The Association considers its cash-generating units to be the schemes in which it manages its housing property for asset management purposes.

#### **Financial instruments - basic**

The Association recognises basic financial instruments in accordance with Section 11 of Financial Reporting Standard.

The Association's debt instruments are measured at amortised cost using the effective interest rate method.

**\CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

**2. Particulars of turnover, cost of sales, operating costs and operating surpluses / (deficits)**

	<b>Turnover</b>	<b>2018 Operating costs</b>	<b>Operating surplus / (deficit)</b>
	£	£	£
<b>Income and expenditure from lettings</b>			
Social lettings	13,382,504	9,810,733	3,571,771
Other activities	1,460,276	1,408,940	51,336
<b>Total</b>	<b>14,842,780</b>	<b>11,219,673</b>	<b>3,623,107</b>

	<b>Turnover</b>	<b>2017 Operating costs</b>	<b>Operating surplus / (deficit)</b>
	£	£	£
Social lettings	12,983,551	8,867,223	4,116,328
Other activities	1,260,967	1,267,028	( 6,061)
<b>Total</b>	<b>14,244,518</b>	<b>10,134,251</b>	<b>4,110,267</b>

**3. Particulars of income and expenditure from social letting activities**

	<b>General housing needs</b>	<b>Supported housing</b>	<b>Shared ownership</b>	<b>2018 Total</b>	<b>2017 Total</b>
	£	£	£	£	£
<b>Income from letting</b>					
Rent receivable net of identifiable service charges	10,358,301	540,155	48,298	10,946,754	10,675,809
Service charges	208,722	-	603	209,325	202,752
<b>Gross income from rents and service charges</b>	<b>10,567,023</b>	<b>540,155</b>	<b>48,901</b>	<b>11,156,079</b>	<b>10,878,561</b>
Less : voids	( 35,881)	( 31,020)	-	( 66,901)	( 60,612)
	<b>10,531,142</b>	<b>509,135</b>	<b>48,901</b>	<b>11,089,178</b>	<b>10,817,949</b>
Revenue grants from Scottish Ministers	-	-	-	-	22,695
Release of deferred capital grant	2,293,326	-	-	2,293,326	2,142,907
<b>Total turnover from social letting activities</b>	<b>12,824,468</b>	<b>509,135</b>	<b>48,901</b>	<b>13,382,504</b>	<b>12,983,551</b>
<b>Expenditure on lettings</b>					
Management and maintenance admin costs	3,481,867	360,052	13,889	3,855,808	3,384,283
Reactive maintenance	955,415	34,524	-	989,939	1,007,024
Planned & cyclical maintenance	849,014	23,879	-	872,893	804,291
Bad debts - rents and service charges	207,812	4,328	-	212,140	137,095
Depreciation of social housing	3,600,471	60,000	13,472	3,673,943	3,348,559
Service charges	204,803	604	603	206,010	185,971
<b>Total expenditure on lettings</b>	<b>9,299,382</b>	<b>483,387</b>	<b>27,964</b>	<b>9,810,733</b>	<b>8,867,223</b>
<b>Operating surplus for social lettings for 2018</b>	<b>3,525,086</b>	<b>25,748</b>	<b>20,937</b>	<b>3,571,771</b>	
<b>Operating surplus for social lettings for 2017</b>	<b>4,066,451</b>	<b>37,723</b>	<b>12,154</b>	<b>4,116,328</b>	

Planned and cyclical maintenance costs noted above include £247,107 (2017 - £344,791) in respect of major repair costs.

CUNNINGHAME HOUSING ASSOCIATION LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2018

4. Particulars of turnover, operating costs & operating surpluses or deficits from other activities

	Grants from the Scottish Ministers £	Other Revenue Grants £	Enterprises Centre Income £	Supporting People Income £	Other Income £	Total Turnover £	Operating Costs- Bad Debt £	Other Operating Costs £	Total Operating Costs £	Operating Surplus/ Deficit for 2018 £	Operating Surplus/ Deficit for 2017 £
Supporting People	-	-	-	409,999	-	409,999	-	413,232	413,232	3,233	26,453
Leasehold / Commercial	-	-	-	-	242,503	242,503	-	137,169	137,169	105,334	119,899
Regen & Enterprise	-	-	105,336	-	13,200	118,536	-	187,261	187,261	68,725	76,470
Factoring	-	-	-	-	130,872	130,872	-	127,727	127,727	3,145	1,872
Subsidiary	-	-	-	-	124,876	124,876	-	124,876	124,876	-	-
Care and Repair	-	118,289	-	-	102,460	220,749	-	181,884	181,884	38,865	28,180
Fuel Poverty	186,374	-	-	-	25,807	212,181	-	236,791	236,791	24,610	49,635
Other Income	-	-	-	-	560	560	-	-	-	560	-
Property Sales	-	-	-	-	-	-	-	-	-	-	-
Total Other Activities 2018	186,374	118,289	105,336	409,999	640,278	1,460,276	-	1,408,940	1,408,940	51,336	6,061
Total Other Activities 2017	87,324	133,233	99,996	409,999	530,415	1,260,967	-	1,267,028	1,267,028	6,061	-



**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**5. Gain/(loss) on sale of housing property**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Sale proceeds	75,000	72,000
Less: Cost of sales		
Historic cost including depreciation and HAG received	( 29,756)	( 83,342)
HAG repayable	( 13,997)	( 26,967)
Legal and valuation fees	( 874)	( 2,376)
Amortised HAG to be eliminated on disposal	8,130	-
Gain /(loss) on sale of housing property	<u>38,503</u>	<u>( 40,685)</u>

**6. Surplus for year**

The surplus for the year is stated after charging:-

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Amortisation of capital grants	2,293,326	2,142,907
(Gain)/loss on sale - tangible other fixed assets	( 38,503)	40,685
Depreciation - tangible land & buildings fixed assets	3,819,016	3,367,981
Auditor's remuneration	8,700	8,400
Leasing	25,707	72,318
Bad debts	<u>218,739</u>	<u>136,695</u>

**7. Interest receivable and similar income**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Interest receivable	<u>27,075</u>	<u>45,769</u>

**8. Interest payable and similar charges**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Loan interest	2,296,755	2,190,493
Interest capitalised in housing properties	( 96,442)	-
	<u>2,200,313</u>	<u>2,190,493</u>

**9. Other finance income / charges**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Unwinding of discounted liabilities and remeasurement	<u>4,459</u>	<u>( 80,995)</u>

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

**10. Directors emoluments**

The Directors are defined as the members of the Board of Management, The Chief Executive Officer and any other person reporting directly to the Directors or the Board of Management whose total emoluments exceed £60,000 per annum.

None of the Board Members received any remuneration during the year.

	<b>Number of officers</b>	<b>2018 £</b>	<b>Number of officers</b>	<b>2017 £</b>
Total emoluments (including pension contributions and benefits in kind)				
60,000 to 69,999	2	130,044	3	129,025
70,000 to 79,999	1	71,601	1	70,354
80,000 to 89,999	-	-	1	88,028
90,000 to 99,999	3	291,278	3	285,706
100,000 to 109,999	-	-	-	-
110,000 to 119,999	1	120,465	1	118,468
	<u>7</u>	<u>613,388</u>	<u>9</u>	<u>691,581</u>
Total emoluments (excluding pension contributions) to the highest paid Director		<u>109,950</u>		<u>108,142</u>
Total Remuneration paid to key management personnel		<u>411,744</u>		<u>404,175</u>
Total emoluments (excluding pension contributions) to the Chairman amounted to		<u>Nil</u>		<u>Nil</u>
Pension contribution payable to Officers in excess of £60,000 salary	<u>7</u>	<u>50,200</u>	<u>9</u>	<u>50,274</u>
Total expenses reimbursed to the Board in so far as not chargeable to United Kingdom income tax		<u>2,715</u>		<u>1,811</u>

**11. Employee information**

	<b>2018 £</b>	<b>2017 £</b>
The average monthly number of full time equivalent employees during the year :-	<u>84</u>	<u>86</u>
Staff costs (including Executive emoluments)		
Wages and salaries	2,747,793	2,672,145
Social security costs	269,481	259,108
Pension contributions	197,955	184,625
	<u>3,215,229</u>	<u>3,115,878</u>

**12. Taxation**

Cunninghame Housing Association Limited converted to a Charity registered in Scotland on 21<sup>st</sup> March 2007 and as such is no longer subject to taxation.

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**13. Non-current assets**

**a) Housing properties**

	<b>Properties held for let £</b>	<b>Shared ownership £</b>	<b>Properties under construction £</b>	<b>Total £</b>
<b>Cost</b>				
As at 01.04.17	174,558,205	1,506,550	16,885,297	192,950,052
Additions during year	7,564,970	-	17,888,051	25,453,021
Disposals in year	( 786,775)	( 40,715)	-	( 827,490)
Schemes completed	9,539,702	-	( 9,539,702)	-
At 31.03.18	<u>190,876,102</u>	<u>1,465,835</u>	<u>25,233,646</u>	<u>217,575,583</u>
<b>Depreciation</b>				
As at 01.04.17	46,602,037	179,327	-	46,781,364
Provided during year	3,530,363	24,431	-	3,554,794
Disposals in year	( 667,625)	( 10,959)	-	( 678,584)
At 31.03.18	<u>49,464,775</u>	<u>192,799</u>	<u>-</u>	<u>49,657,574</u>
<b>Net book value at 31.03.18</b>	<u>141,411,327</u>	<u>1,273,036</u>	<u>25,233,646</u>	<u>167,918,009</u>
<b>Net book value at 31.03.17</b>	<u>127,956,168</u>	<u>1,327,223</u>	<u>16,885,297</u>	<u>146,168,688</u>

Development administration costs capitalised amounted to £536,607 (2017 - £373,043) for which Housing Association Grants amounting to £Nil (2017 - £Nil) were received in the year. Interest capitalised during the year amounted to £96,442 (2017 - £Nil). Component replacement costs of £948,799 (2017 - £893,575) were capitalised during the year.

**b) Other tangible assets**

	<b>Freehold property £</b>	<b>Motor vehicles £</b>	<b>Equipment fixtures &amp; fittings £</b>	<b>Total £</b>
<b>Cost</b>				
As at 01.04.17	5,852,031	86,248	1,336,917	7,275,196
Additions during year	1,110,277	63,962	242,518	1,416,757
Disposals in year	-	-	( 23,474)	( 23,474)
As at 31.03.18	<u>6,962,308</u>	<u>150,210</u>	<u>1,555,961</u>	<u>8,668,479</u>
<b>Aggregate depreciation</b>				
As at 01.04.17	2,773,333	41,389	1,297,072	4,111,794
Provided in year	139,246	30,042	94,934	264,222
Disposals in year	-	-	( 23,474)	( 23,474)
As at 31.03.18	<u>2,912,579</u>	<u>71,431</u>	<u>1,368,532</u>	<u>4,352,542</u>
<b>Net Book Value as at 31.03.18</b>	<u>4,049,729</u>	<u>78,779</u>	<u>187,429</u>	<u>4,315,937</u>
<b>Net Book Value as at 31.03.17</b>	<u>3,078,698</u>	<u>44,859</u>	<u>39,845</u>	<u>3,163,402</u>

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**14. Shared equity scheme**

The Association was a participant in a number of shared equity housing developments. The transactions at March 2018 totalled:-

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Cost	3,455,618	3,455,618
Grants	( 3,455,618)	( 3,455,618)
	<u>-</u>	<u>-</u>

**15. Receivables - Amounts falling due within one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Rental debtors - houses	155,089	208,318
Rental debtors - lease	13,759	14,993
Rental debtors - hostel	1,547	24,584
Factored debtors	112,078	102,497
Other debtors	205,269	103,702
Prepayments and accrued income	624,949	612,140
Grants receivable debtors	1,234,215	6,320,268
Loans to group undertakings	325,000	450,000
	<u>2,671,906</u>	<u>7,836,502</u>

Rent, lease and hostel debtors are stated net of a provision for bad debts amounting to £255,000 (2017 - £200,000). Rental debtors include technical arrears of £84,746 (2017 - £72,000).

The loans to group undertakings of £325,000 (2017 - £450,000) are regarded as being due after one year.

**16. Creditors - Amounts falling due within one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Housing loans	1,792,538	1,794,086
Pension creditor	357,851	347,428
Trade payables	2,086,024	2,362,642
Accruals and deferred income	328,644	3,339,836
Retentions	665,451	243,903
Rent in advance	196,887	225,717
Social security and other taxes	80,012	( 378)
	<u>5,507,407</u>	<u>8,313,234</u>

**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**17. Creditors - Amounts falling due after more than one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Pension creditor	1,064,149	1,426,458
Housing loans	<u>56,631,496</u>	<u>50,922,702</u>
	<u>57,695,645</u>	<u>52,349,160</u>

The Scottish Housing Association's Pension Scheme deficit liability is allocated as stated:-

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Pension creditor		
Between one and two years	363,104	354,097
Between two and five years	<u>701,045</u>	<u>1,072,361</u>
	<u>1,064,149</u>	<u>1,426,458</u>

Loan debt with Santander totals £13.025 million at March 2018, sums are repayable between 2022 and 2030 and around 430 properties are provided as security for the loans. The Association has four loan agreements with Clydesdale Bank totalling £11.75 million, term dates range from 2021 to 2037 and around 470 units are secured to the lender. RBS loans total £33.65 million, balance repayment periods range from 2027-2040 and approximately 720 properties are provided as security for the loans. Around 60% of debt is on a fixed interest rate basis and the individual fixed rate arrangements expire at various periods over the short, medium and long term. Interest rate charges on fixed rate debt range from 4.78% to 7.6% with variable rate charges from 2.0% to 2.6%.

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Between one and two years	1,896,338	1,791,713
Between two and five years	10,141,014	10,014,785
In five years or more	<u>44,594,144</u>	<u>39,116,204</u>
	<u>56,631,496</u>	<u>50,922,702</u>

**18. Deferred capital grants**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Social Housing Grants</b>		
Balance as at 1 <sup>st</sup> April 2017	87,355,883	76,640,958
Additions in year	16,039,759	12,881,662
Amortisation in year	( 2,293,326 )	( 2,142,907 )
Eliminated on disposal	( 57,330 )	( 23,830 )
Balance as at 31 <sup>st</sup> March 2018	<u>101,044,986</u>	<u>87,355,883</u>

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Other Fixed Asset Grants</b>		
Balance as at 1 <sup>st</sup> April 2017	1,217,874	1,217,874
Additions in year	-	-
Amortisation in year	-	-
Balance as at 31 <sup>st</sup> March 2018	<u>1,217,874</u>	<u>1,217,874</u>

<b>Total</b>	<u>102,262,860</u>	<u>88,573,757</u>
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**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**18. Deferred capital grants (continued)**

This is expected to be released to the Statement of Comprehensive Income in the following years:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Amounts due within one year	2,329,170	2,057,623
Amounts due in one year or more	99,933,690	86,516,134
	<u>102,262,860</u>	<u>88,573,757</u>

**19. Called up share capital**

Shares of £1 each issued and fully paid

**Allotted, issued and fully paid**

At 01.04.17

Shares issued at par during year

Shares forfeited  
Balance at 31.03.18

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
	66	75
	<u>6</u>	<u>2</u>
	72	77
	( 26)	( 11)
	<u>46</u>	<u>66</u>

Each shareholder of the Association holds only one share and is entitled to vote at general meetings of the Association. 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 Association. Each member has a right to vote at member meetings.

**20. Lease commitments**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
The following payments are committed to be paid within one year	22,525	112,939
Operating leases expiring between one and five years	<u>37,958</u>	<u>47,711</u>

**21. Housing stock**

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

	<b>2018</b>	<b>2017</b>
General needs	2,501	2,382
Shared ownership	24	26
Supported accommodation	<u>27</u>	<u>27</u>
	2,552	2,435

There were an additional 78 rooms in supported accommodation that are currently leasehold.  
A further 8 general needs units were off site in the first week of April 2018.

**22. Capital commitments**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Expenditure authorised and contracted less certified	<u>19,653,692</u>	<u>13,497,174</u>

The Association has secured loan facilities to cover its immediate known development programme. The £19,653,692 is the balance for projects which have received tender approval and the funding requirements are known.

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 23. Pensions

##### Scottish Widows Pension Scheme

The Association operates a Defined Contribution Pension scheme with Scottish Widows. The assets are held separately from the Association in a fund administered independently by Scottish Widows. The pension cost charge represents the contributions payable by the Association to the fund and amounted to £161,425 (2017 - £152,807) of which £14,326 (2017: £12,840) was unpaid and is included in Creditors. During the year the Association paid contributions at rates of between 2% and 10% of pensionable salaries.

##### Scottish Housing Associations' Pension Scheme ("the Scheme")

The Association also participates in the Scheme. The Scheme is funded and is contracted-out of the State Pension scheme and is a multi-employer defined scheme. The Association historically operated under the Final Salary option but now operates within the Scheme under the Defined Contribution benefit option for active members with effect from 1<sup>st</sup> August 2014.

During the accounting period the Association paid contributions at the rate of 2% to 10% of pensionable salaries. Member contributions varied mainly between 1% and 10%.

The Scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30<sup>th</sup> December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

It is not possible in the normal course of events to identify the share of underlying assets and liabilities belonging to individual participating employers 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 Association accounts for it as a defined contribution scheme.

The Scheme operates on a 'last-man standing' basis, meaning that in the event of an employer withdrawing from the Scheme and being unable to pay its share of the debt on withdrawal, then the liability of the withdrawing employer is re-apportioned amongst the remaining employer. Therefore in certain circumstances the Association may become liable for the obligations of a third party.

A formal actuarial valuation for the Scheme was carried out at 30<sup>th</sup> September 2015 by a professionally qualified actuary using the Projected Unit Credit method. This actuarial valuation showed assets of £616m, liabilities of £814m and a deficit of £198m. To eliminate this funding shortfall, the Trustee has asked the participating employers to make additional contributions - increasing at 3% per annum - to February 2022. The recovery plan deficit contributions are allocated to each participating employer in line with their estimated share of the Scheme liabilities. (Recently, a provisional valuation of the Scheme was carried out in September 2017. This showed assets of £852m, liabilities of £981m and a smaller deficit of £129m).

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company must recognise a liability for this obligation by reference to Para 28.11A of FRS 102. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. At the statement of financial position date the present value of this obligation was £1,422,000 (2017 - £1,773,886). This was calculated by reference to the terms of the agreement and discounting the liability using the yield of a high quality corporate bond with a similar term. The discount rate used was 1.51 % (2017 - 1.06%). The unwinding of the discount rate is recognised as a finance cost.

The total pension costs the Association incurred for the Scheme for the year was £375,814 (2017 - £385,562) including pension deficit contribution payments not included in operating costs of £347,428 (2017 - £352,777) all of which £31,158 (2017: £Nil) was unpaid and is included in Creditors.

# CUNNINGHAME HOUSING ASSOCIATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 24. Legislative provisions

The Association is incorporated under the Co-operative and Community Benefit Societies Act 2014.

#### 25. Reconciliation of movement in accumulated surplus

	2018 £	2017 £
Revenue Reserve b/fwd	9,355,134	7,511,271
Surplus for year	<u>1,492,831</u>	<u>1,843,863</u>
	<u>10,847,965</u>	<u>9,355,134</u>

#### 26. Related party transactions

Members of the Board of Management are related parties of the Association as defined by Financial Reporting Standard 102.

There are members of the Board of Management who are tenants. Their tenancies are on the Association's normal tenancy terms and they cannot use their positions to their advantage. Two members of the Board of Management are the Council representatives of North Ayrshire Council and East Ayrshire Council. Any transaction with the Council is at arms length on normal commercial terms and the members cannot use their position to their advantage.

Transactions with governing members (and their close family) were as follows:

Gross Rents charged in year to tenants on the Board £13,385.

At the year end total rent advances by the tenant members of the Board were £720. There were no tenant members rent arrears at the year end.

A Ramsay, H Neill, F Schlesiger, M Whitelaw, J Kelly, J Strang and L Keenan are Board members and are Directors of Citrus Energy Limited, a company registered in Scotland. Formerly Cunninghame Enterprises Limited, the company changed its name at Companies House on 23<sup>rd</sup> July 2013 to Citrus Energy Limited. The main business activities of the company are energy brokerage to both individuals and businesses.

During the year the Association paid costs of £42,589 (2017 - £47,733) on behalf of Citrus Energy Limited. These costs were recharged to the subsidiary company in the financial year.

At the end of the financial year the Association owed Citrus Energy Limited £640 (2017 - £Nil).

At the end of the financial year the Association was owed £57,867 (2017 - £19,937) by Citrus Energy Limited. This is in addition to the inter-company loan balance of £300,000 as detailed in Note 27.

H Neill, A Ramsay, F Schlesiger, J Strang, J Kelly, L Keenan and M Whitelaw are Board members and are Trustees of Cunninghame Furniture Recycling Company, a company registered in Scotland, limited by guarantee without a share capital. The company was granted charitable status on 1<sup>st</sup> November 2010. The principal activity of the company is the recycling of furniture and related activities.

During the year the Association paid costs of £82,287 (2017 - £59,937) on behalf of Cunninghame Furniture Recycling Company. These costs were recharged to the subsidiary company in the financial year.

At the end of the financial year the Association owed Cunninghame Furniture Recycling Company £7,803 (2017 - £1,554).

At the end of the financial year the Association was owed by Cunninghame Furniture Recycling Company £42,574 (2017 - £24,127). This is in addition to the inter-company loan balance of £25,000 as detailed in Note 27.



**CUNNINGHAME HOUSING ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**27. Inter-company loans**

**Subsidiary company loans**

On 1<sup>st</sup> September 2014, there was an inter-company loan facility granted to Cunninghame Furniture Recycling Company for £100,000 repayable over 5 years at an interest rate of 3.5% per annum. During the year Cunninghame Furniture Recycling Company repaid £25,000.

On 1<sup>st</sup> September 2014, there was an inter-company loan facility granted to Citrus Energy Limited for £400,000 repayable over 10 years at an interest rate of 3.5% per annum. During the year Citrus Energy Limited repaid £100,000.

Both loan facilities are secured by a Bond and Floating Charge.

**28. Group structure**

Cunninghame Housing Association Limited is a Housing Association registered in Scotland, and forms part of a group. The other members are Citrus Energy Limited, a company registered whose main activities relate to commercial activities such as Energy Brokering, and Cunninghame Furniture Recycling Company, a registered charity whose activities relate to the diversion of waste from landfills and recycling furniture and white goods.

Cunninghame Housing Association Limited is considered to be the ultimate parent undertaking of the group. Group accounts are not prepared as the Financial Conduct Authority has exempted the group from this requirement.

The Association controls Citrus Energy Limited by virtue of common Board membership. Citrus Energy Limited is a company registered in Scotland and is limited by guarantee without having a share capital. The company's name was changed from Cunninghame Enterprises Limited to Citrus Energy Limited on 23<sup>rd</sup> July 2013 at Companies House. The previous factoring business activities of the subsidiary company were transferred to Cunninghame Housing Association Limited with effect from 1<sup>st</sup> October 2012. Citrus Energy Limited's main activities are energy brokering for commercial and domestic customers.