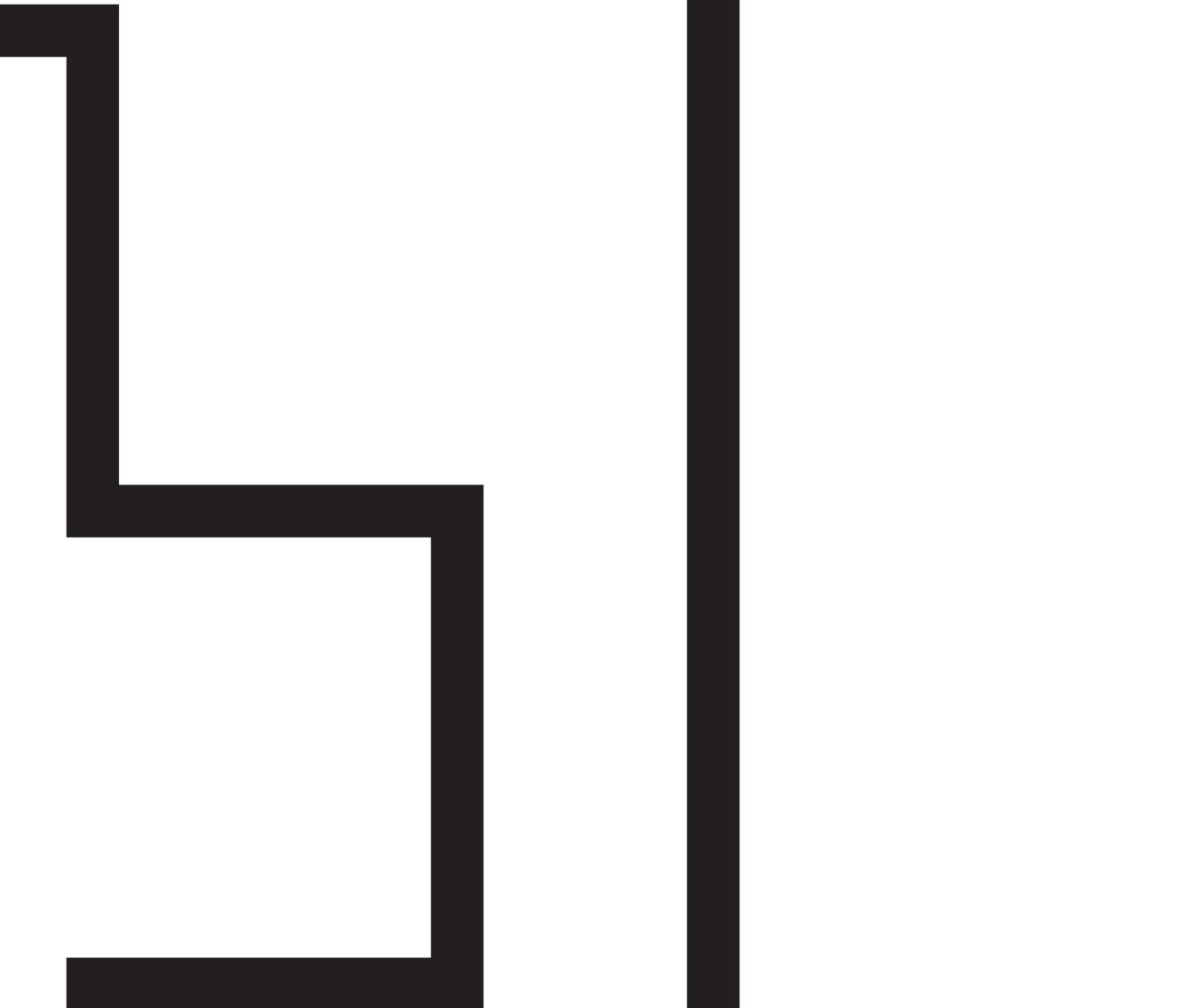


thirteen

Accounting Policies



Company	All Thirteen Group companies
Lead Manager	Head of Finance-Reporting & Transactions
Date of Final Draft and Version Number	31/03/2024
Review Date	Full review due 31/03/2026 This policy will be fully reviewed every three years, unless there are changes in legislation, regulation or internal systems that necessitate an earlier review of specific elements.
Officers Responsible for Review	Head of Finance-Reporting & Transactions

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1 POLICY STATEMENT

- 1.1 Accounting policies are the specific principles, bases, conventions, rules and practices applied by an entity when preparing and presenting its financial statements. These policies would generally be developed to cover transactions or events not included in any Financial Reporting Standard or guidance. In these cases, an entity's management would use their judgement to develop policies that reflect the substance of the transaction, Registered Providers should ensure that they adopt accounting policies most appropriate to their circumstances for the purpose of giving a true and fair view, with sufficient information disclosed to enable stakeholders to understand them.

This policy has been reviewed to ensure compliance with FRS102, latest Housing SORP, and the latest Accounting Direction for Private Registered Providers of Social Housing.

- 1.2 Accounting Policies have been developed to ensure the Group adopts a clear and consistent approach to accounting across its companies. When developing the policy, the Group has considered the statutory guidance. This policy is in addition to any statutory guidance, and it should be assumed that all disclosures and accounting treatments stipulated in statutory guidance will be met. Where the policy departs from these principles this is stated and reasons given.

2 REFERENCE MATERIAL

- 2.1 UK Generally Accepted Accounting Principles (UK GAAP) including FRS102: the financial reporting standard applicable in the UK and Ireland (FRS102)
- 2.2 The Housing SORP 2018: statement of recommended practice for registered social housing providers
- 2.3 The Accounting Direction for Private Registered Providers of Social Housing 2022.
- 2.4 The Recovery of Capital Grants and Recycled Capital Grant Fund General Determination 2017
- 2.5 Section 92 of, and Part 3 Schedule 4 to, the Housing and Planning Act 2016
- 2.6 Capital Funding Guide (published by Homes England and last updated 30 January 2023)
- 2.7 IAS 39 Financial Instruments: Recognition and Measurement

3 POLICY CONTENT

3.1 BASIS OF ACCOUNTING

3.1.1 Thirteen Housing Group Limited

The financial statements of the group and association are prepared in accordance with UK Generally Accepted Accounting Practice (“UK GAAP”), including FRS 102, the Financial Reporting Standard applicable in the UK and Ireland (“FRS 102”) and the Housing SORP 2018: statement of recommended practice for registered social housing providers (“SORP”), and comply with the Accounting Direction for Private Registered Providers of Social Housing 2022. Thirteen Housing Group Limited is a public benefit entity, as defined by FRS 102.

The group financial statements are prepared on a going concern basis, under the historical cost basis, with the exception of investment properties and certain classes of financial instruments, which are held at fair value through income and expenditure. The financial statements are presented in thousands sterling (£’000) to the nearest thousand, except where stated otherwise.

3.1.2 Active subsidiary financial statements

Financial statements are prepared on a going concern basis for Thirteen Homes Limited, Thirteen Property Development Limited, and Thirteen Commercial Services Limited.

The financial statements of Gus Robinson Developments Limited are not prepared on the going concern basis because the Directors intend to wind the company down within the next twelve months.

All active subsidiaries are accounted for under the historical cost convention, and in compliance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (“FRS102”) (Section 1A Small entities where permitted) and applicable standards in the United Kingdom, and the Companies Act 2006.

Accounting policies have been applied consistently throughout the year.

The group applies the following exemptions available under Paragraph 1.12 of FRS 102 to all individual financial statements of the group entities:

- Requirements of FRS 102 Section 7 Statement of Cash Flows and paragraph 3.17(d). A consolidated statement of cash flows is included in the consolidated financial statements.
- Relevant financial instruments disclosure requirements under sections 11 and 12, for which equivalent disclosures are included in the consolidated financial statements of the group.

3.1.3 Simplification of basis for management accounts

Management accounts are reported to the boards throughout the year. To ensure consistency in the presentation of these accounts throughout the year some of the non-cash accounting adjustments are not applied to the management accounts. This

may be because they are annual adjustments that would require estimates to be applied, they are not material, or because they would distract the reader from the fundamental content of the management accounts. Examples of these adjustments are:

- Pensions – annual valuation adjustments for defined benefit schemes
- Holiday pay accrual
- Revaluation of investment properties

3.2 BASIS OF CONSOLIDATION

3.2.1 Thirteen Housing Group prepares consolidated financial statements as required by section 9 of FRS102. The consolidated financial statements of Thirteen Housing Group consolidate the results of the Thirteen parent company and its subsidiaries which are:

- Thirteen Homes Limited
- Thirteen Commercial Services Limited
- Thirteen Property Development Limited
- Thirteen Social Enterprises Limited (dormant)
- Gus Robinson Developments Limited
- Gus Robinson Homes Limited (dormant)

Subsidiaries are consolidated using acquisition accounting, from the date of their acquisition, being the date on which the Group obtains control, and continue to be consolidated until the date that such control ceases. Control is the power to govern the financial and operating policies of an entity so as to obtain benefit from its activities.

3.2.2 Gus Robinson Developments is a wholly owned subsidiary of Thirteen Homes Limited and has been included in the group financial statements using the acquisition method of accounting. Thirteen Homes and Gus Robinson Developments Limited have elected to take the exemption available in paragraph 9.3 of FRS 102 not to produce their own consolidated accounts as they are wholly owned subsidiaries.

3.2.3 Accounting policies are applied consistently across individual entity financial statements and consolidated group financial statements. Any exceptions to this are reported in the notes to the accounts with an opinion on the impact if considered material.

3.2.4 The assets, liabilities, equity, income, and expenses of the parent and subsidiaries are combined. Intra-group transactions, balances, and unrealised gains on transactions between group companies are eliminated in full.

3.2.5 Investments in subsidiaries are accounted for at cost less impairment in the individual financial statements of the parent company.

3.2.6 The accounting periods of all the entities within the Thirteen Housing Group run from 1 April to 31 March.

3.2.7 Disclosure requirements are detailed in paragraph 9.23 of FRS 102 and paragraph 5.6 of the SORP 2018.

3.2.8 Further disclosures relating to the disclosure of intra-group transactions between PRPs and non-PRPs are required by the Accounting Direction 2022 Part 2. These disclosures are made either in the narrative report or the notes to the financial statements.

3.3 TURNOVER AND INCOMING RESOURCES

3.3.1 The turnover of the group comprises rent and service charge income (net of void losses), proceeds from the sale of first tranche sales of low-cost home ownership and properties built for outright sale, grants and contract income and income from the sale of goods and rendering of services, which includes construction contracts. Turnover also includes amortisation of deferred Social Housing Grant (“SHG”) which is recognised in the income and expenditure account under the accrual model.

3.3.2 Rents and service charges (net of void losses) is recognised from the date the property is first let. Income is raised weekly in advance in the housing management system and so adjustment is made in the financial statements to recognise only income related to the financial year.

3.3.3 Grants and contract income is recognised when it is entitled to be received in accordance with the principles set out in section 3.15.

3.3.4 Income from the sale of properties is recognised at the point of legal completion of the sale.

3.3.5 Income from the sale of other goods and rendering of services is recognised in the period in which the services are provided and, in the case of construction contracts, in accordance with the stage of completion of the contract.

3.3.5 Gus Robinson Developments deliver construction contracts that may be delivered over more than one year. At each reporting date, the percentage stage of completion is determined for each contract by reference to the costs incurred to date as a proportion of the total expected cost. Turnover is accrued or deferred according to the to the stage of completion such that a consistent margin is recognised over the term of the contract when the following conditions are satisfied:

- The amount of revenue can be measured reliably;
- It is probable that the consideration will be received;
- The stage of completion of the contract at the end of the reporting period can be measured reliably;
- The costs incurred and the costs to complete the contract can be measured reliably.

Turnover from contract variations is only recognised once the variation has been accepted by the customer. Provision is made for onerous contracts once they are identified.

3.4 BAD DEBTS

3.4.1 All companies make a provision for bad and doubtful debts.

3.4.2 The recoverability of each customer’s rent arrears is estimated based on their payment history over the preceding year. Former customer arrears are provided for in full. If there is a decision to not collect any income chargeable, it is provided for in full immediately.

- 3.4.3 The provision for bad debts on the sales ledger are estimated based on historic recoverability based on the age of the debts at the reporting date, adjusted for any known reasons that might affect recoverability for specific debtors.
- 3.4.4 Write offs must be approved in line with Standing Orders and are only considered once all avenues for collection have been exhausted.
- 3.4.5 Where there is a policy in the organisation not to collect 100% of the income chargeable, the amount not collectable is provided for immediately.

3.5 LEASED ASSETS

3.5.1 Where the group is the lessee:

- Arrangements for the supply or use of assets are reviewed using the definitions under FRS 102, paragraphs 20.3A to 20.8 to establish whether it is a lease and, if so, whether it should be classed as a finance lease or an operating lease.
- Finance leases are recorded on the balance sheet as an asset and equally as a liability, calculated in accordance with FRS 102 paragraph 20.9 and 20.10, reflecting the obligation to pay future rentals. Rentals payable are apportioned between the finance charge and the reduction of the outstanding liability using the effective interest method in accordance with FRS102 paragraph 20.11.
- An asset leased under a finance lease is depreciated over the shorter of the lease term and its useful life in accordance with FRS 102 paragraph 20.12.
- Accounting disclosures for finance leases are made in accordance with FRS102 paragraphs 20.13 and 20.14.
- The rental payable under operating leases is charged to the income and expenditure account on a straight-line basis over the term of the lease, even if the payments are made on a different basis.

3.5.2 Where the group is the lessor:

- A register of leases granted, including a summary of the terms and duration, is held by the Group.
- An amount due to the group under a finance lease is recorded as a debtor equal to the net investment in the lease. The net investment in the lease is the gross investment in the lease discounted at the rate implicit in the lease. The gross investment in the lease is the aggregate of the minimum lease payments receivable and any unguaranteed residual value accruing to the lessor.. Gross earnings under a finance lease are allocated to accounting periods to give a constant periodic rate of return based on the net cash investment.
- Accounting disclosures for finance leases are made in accordance with FRS102 paragraph 20.23.
- Rental income from an operating lease is recognised on a straight-line basis over the life of the lease even if payments are not made on that basis. The aggregate cost of any incentives is recognised as a reduction in income over the lease term. Costs incurred in earning the lease income are recognised as an expense.
- Assets held for use in operating leases by the lessor are treated as fixed assets and depreciated over their useful lives.

- 3.5.3 Operating leases payments (excluding costs of servicing and maintenance) are recognised as an expense over the lease term on a straight-line basis, unless another systematic basis of recognition is appropriate. Accounting disclosures for operating leases are made in accordance with FRS102 paragraphs 20.16.

3.6 SCHEMES MANAGED BY AGENTS

3.6.1 Each scheme is assessed, in accordance with FRS 102 to determine:

- Whether there has been a substantial transfer of the risks and benefits attached to the scheme.
- Whether the use of the asset constitutes a lease under section 20 of FRS 102

Where it is established that there has been a substantial transfer of the risks and benefits to the agent, the accounts of the landlord only reflect the income and expenditure relating to the landlord. Where it is established that the landlord carries the risk, all of the scheme's income and expenditure is reflected in the landlord's financial statements.

3.6.2 Indications that the risks and benefits have been transferred to the agent include:

- The agent full responsibility for housing management matters including setting rents and charges, and bears all void and bad debt losses.
- The agent holds the Supporting People contract.
- The agent has full responsibility and bears the risk for other grants (other than Supporting People grant).
- The agent controls the expenditure on services provided.

3.6.3 Indications that the risks and benefits have been retained by the landlord include:

- The landlord is responsible for rent-setting, retains various housing management functions including possession proceedings, and bears or shares voids and bad debt losses.
- The landlord holds the Supporting People contract.
- The landlord reimburses the agent for any shortfall in housing income over expenditure.
- The agent is accountable to the landlord for grants or contract fees.
- The landlord retains responsibility for various expenditure items and closely monitors expenditure incurred by the agent.

3.6.4 Where there are less formal intra-group management arrangements in place, the accounting treatment reflects the way the management arrangements work in practice. If the agreement includes the use of an asset and is therefore judged to constitute a lease, that lease is reported in accordance with Section 20 of FRS102 and Chapter 10 of the Housing SORP 2018.

3.7 RETIREMENT BENEFITS

3.7.1 Thirteen Housing Group Limited participates in the following pension schemes:

- Teesside Pension Fund ("LGPS") - Multi-employer defined benefit scheme.
- Thirteen Housing Group Pension Scheme ("THGPS") - Defined benefit pension scheme.

- Gus Robinson Developments Limited Pension & Assurance Scheme (“GRD”) - Closed defined benefit scheme.
- Thirteen Defined Contribution Scheme - Defined contribution scheme for Thirteen Housing Group employees.
- Peoples pension - Defined contribution scheme for Gus Robinson employees.

3.7.2 For defined benefit schemes, the net scheme asset or liability is recognised in the statement of financial position.

3.7.3 The operating costs of providing retirement benefits to participating employees are recognised in the financial years in which the benefits are earned.

3.7.4 The related finance costs, and any other changes in fair value of the assets and liabilities are recognised in the financial year in which they arise.

The operating costs and finance costs are recognised in the statement of comprehensive income with any other changes in fair value of assets and liabilities being recognised in other comprehensive income.

3.8 ACCRUALS AND PREPAYMENTS

3.8.1 In accordance with the accruals concept, the group records income and expenditure in the period they are incurred. The group takes the following into account when making the decision whether to record an accrual or prepayment:

- **Materiality** - the group considers a threshold of £5,000 to be appropriate when making an accrual or prepayment. However, where this could result in an omission or misstatement that could influence the economic decisions of the users of the information this threshold should be reduced. An example of this is supported housing scheme budgets where the omission of accruals could impact significantly on the financial result of that scheme and influence a decision regarding the future provision of the service.
- **Impact on charges to third parties** - where costs are being recovered from third parties, for example through service charges, the accrual threshold should be lowered appropriately.
- **Evidence** - the amounts to be accrued or prepaid must be supported by an invoice, purchase order, or other documentation as appropriate.
- **Accuracy** - the amounts to be accrued should reflect as accurately as possible the amount that will be included in income and expenditure when the actual transaction is recorded, including any irrecoverable VAT.

3.8.2 Accruals and prepayments should only be made when there is evidence of the existence of the asset (future benefit) or liability (present obligation) at the reporting date. Commitments to spend where the goods have not yet been received at the reporting would not normally constitute a liability.

3.9 SERVICE CHARGES AND COSTS

3.9.1 Identifiable service charges are reported separately from basic rent in the particulars of turnover and operating expenditure from social housing lettings. Service charge income is stated net of void losses. Service chargeable costs are identified

separately in operating expenditure, whether they are charged or not. For example, the group may choose not to include all eligible costs in the service charge for a particular property or group of properties (possibly due to affordability issues), however, the costs are still accounted for as service costs.

3.9.2 For affordable rents, intermediate market rents and market rents, the rent charged is inclusive of an element to cover service costs. It is not possible to accurately identify the service charge element of these rents therefore the rent is reported inclusive of service charges.

3.9.3 Under or over recovered variable and leaseholder service charges are included in the operating surplus in the year in which the under or over recovery occurs. This is a departure from the Housing SORP 2018 that states that under or over recoveries of variable and leaseholder service charges should be accounted for as debtors or creditors. This departure has been implemented as it is not possible to calculate the under and over recoveries in a timely and cost-effective manner and it is not considered to have a material impact on the accounts. Unspent expenditure from sinking funds and leaseholder funds are included in creditors.

3.10 HOLIDAY PAY ACCRUAL

3.10.1 FRS 102 requires that all unpaid short-term employee benefits are recognised as a liability in the financial statements. The group judges that this requirement applies to untaken paid annual leave. The liability is estimated annually by taking a sample of holiday balances at the end of the accounting period to determine the average number of untaken days. This number is then applied to the aggregate daily pay costs to arrive at the amount to be accrued. The movement year on year is immaterial, therefore a standing accrual has been left in the accounts.

3.11 FIXED ASSETS

3.11.1 Classification of Fixed Assets – Housing Properties

Housing properties are identified separately from other types of fixed asset.

Housing properties are further identified by:

- Properties held for letting, shared ownership,
- Properties under construction and completed properties.
- Freehold, long leasehold and short leasehold.

Additions to completed properties are distinguished between works to existing properties, schemes completed, and housing properties acquired.

3.11.2 Classification of Fixed Assets – Other Fixed Assets

Other fixed assets are reported separately from housing properties under the following headings:

- Freehold Land & Buildings
- Long Leasehold Land & Buildings
- Short Leasehold Land & Buildings
- Furniture, fittings and ICT/Office Equipment
- Other Plant and Equipment
- Motor Vehicles

These categories are broken down further for depreciation calculations and internal reporting purposes.

3.11.3 Initial Measurement of Cost and Capitalisation Thresholds – Housing Properties

Housing properties under construction are measured at cost.

Only costs that are directly attributable to bringing the assets into use are included in the initial measurement.

These costs include:

- The direct costs of acquisition/construction including fees.
- Development staff costs, where staff have worked wholly on the acquisition and construction of housing properties.
- Development period interest, where finance costs are directly attributable to the construction of housing properties.

Development period interest capitalised is reported as a deduction from interest payable, and the rate of interest is disclosed. The value of associated borrowing costs is calculated as accurately as possible:

- A weighted average cost of borrowing is used for Group as development is funded from multiple sources.
- A specific cost of borrowing is used for Thirteen Homes, as all development is funded by an intercompany loan.

The amount of any development period interest written off to the Statement of Comprehensive Income is also disclosed.

Expenditure on the acquisition and construction of housing properties and their individual components is always capitalised.

3.11.4 Initial Measurement of Cost and Capitalisation Thresholds – Other Fixed Assets

Other fixed assets are measured at cost.

Only costs that can be directly attributed to acquiring the asset and bringing it into use are capitalised. Finance costs are not capitalised. In some cases, such as ICT systems implementations, significant costs for consultancy, system support and staffing may be incurred as part of bringing the asset into use. These costs are capitalised provided they are directly attributable to the implementation project and are incurred during the implementation period for the project.

For most categories of other fixed asset, there is a capitalisation threshold of £5,000 for a single item. If an item makes up part of a larger project or asset which is being capitalised in its entirety, then it is capitalised regardless of its individual cost.

In the case of service chargeable assets, and furniture, fixtures & fittings relating to supported housing schemes, the capitalisation threshold is £500 for a single item.

On an ongoing basis, Other Fixed Assets are stated at historic cost less accumulated depreciation unless there are indicators of impairment (see separate Impairment Policy).

3.11.5 Valuation of Housing Properties

Completed housing properties are stated at cost and/or deemed cost. Valuations, for disclosure purposes, are carried out by an independent qualified¹ valuer in line with lender requirements.

3.11.6 Component Accounting

Where an asset comprises two or more separate components with substantially different UEL, each component should be accounted for separately for depreciation purposes (FRS 102 paragraph 17.6).

Component accounting is applied to all housing property assets and is consistent across the group. Component accounting is applied to other fixed assets if it is deemed material. A material cost would be if the cost of the component forms a large part of the overall cost of the assets, or if it would have a material impact on the depreciation charge. A list of component types and their UEL is attached at **Appendix B**.

Housing properties previously held by Thirteen Care and Support are not componentised. and have UELs of 50 years.

A suitable method is used for apportioning costs to components for new build or acquired properties. Where the data is available, actual costs from invoices or valuations are used. Where this data is not available, a matrix that is supplied and regularly updated by a suitably qualified person is used.

3.11.7 Subsequent Expenditure on Fixed Assets

Any works to housing properties which do not replace a component or result in an incremental future benefit of the housing property must be charged as expenditure in the Statement of Comprehensive Income in the accounting period in which it is incurred.

Examples of incremental future benefits to a fixed assets include:

- The expenditure results in an increase in the rental income over the life of the property, a reduction in future maintenance costs or a significant extension to the life of the property.
- The expenditure restores or replaces a component that has been treated separately for depreciation purposes.

3.11.8 Depreciation of Housing Properties

Housing property assets are depreciated over their UEL on a straight-line basis. Depreciation commences on the first day of the month following the acquisition/handover of the property or the Development or Investment scheme, unless the scheme is handed over in defined phases in which case depreciation commences on the first day of the month following the acquisition/handover of that completed phase. Depreciation is charged up to the last day of the month prior to disposal of the asset.

As far as possible, UELs and residual values are consistent across the Group. Housing properties previously held by Thirteen Care and Support are not

¹ Qualified = RICS (Royal Institute of Chartered Surveyors)

componentised and are depreciated over a life of 50 years. When establishing the UEL of an asset, the following criteria are considered:

- Housing property components – stock condition survey lifecycle assumptions
- Housing structures – property type, age and risk profile.

A schedule of asset groups and their UELs is attached at **Appendix B**.

3.11.9 Depreciation of Other Fixed Assets

Other fixed assets are depreciated over their UEL on a straight-line basis. For individual assets, depreciation commences on the first day of the month following the purchase of the asset. Where the asset is part of a wider capital expenditure project, such as an ICT system, depreciation commences on the first day of the month following when the asset is brought into use and its economic benefits begin to be consumed.

Depreciation is charged up to the last day of the month prior to disposal of the asset. As far as possible, UELs and residual values are consistent across all companies within the group.

A schedule of asset groups and their UELs is attached at **Appendix B**.

3.11.10 Disposals, Demolitions and Write-off of Fixed Assets

When the Group disposes of a fixed asset, the value reflected in the Statement of Comprehensive Income is the difference between the disposal proceeds, less any administrative cost of sale, other levies/fees, external clawback arrangements (e.g. Right-To-Buy agreements with Local Authorities), recycled grant, transfers to the disposal proceeds fund, and the carrying value of the assets.

Where it is not possible to identify the individual carrying value of an asset, an average valuation is used relative to the percentage disposed.

In the case of revalued assets, any amounts in the Revaluation Reserve are transferred to the Revenue Reserve upon the disposal of the asset.

The aggregate sales proceeds, carrying values and cost of sales are disclosed in a note to the accounts.

Demolitions and write-offs are treated as disposals with no proceeds. Demolition costs may be treated as a cost of disposal or capitalised depending on the intended use of the site.

3.11.11 Fixed Assets Register

Fixed assets records are held in the Fixed Assets Register, which is maintained using the Fixed Assets module of the Open Accounts Financial System. The asset register is normally updated on a monthly basis.

Housing property records in the Fixed Assets Register are reconciled in a timely manner to the housing management system property database in the Orchard Housing System. The Fixed Assets Register is also reconciled to the general ledger in Open Accounts on a quarterly basis.

3.12 INTANGIBLE ASSETS

- 3.12.1 Where it is deemed that an intangible asset has arisen, the asset will be initially recognised at cost. An intangible asset for Goodwill could arise upon purchase of an existing company. If the consideration paid exceeds the fair value of the assets acquired and liabilities assumed. This goodwill to be recognised at cost.
- 3.12.2 Intangible Assets are considered to have a finite useful life which will be assessed upon purchase and shall not exceed 10 years. Intangible assets are depreciated over the useful life on a straight-line basis, commencing the first day of the month following acquisition.

3.13 IMPAIRMENT

- 3.13.1 FRS 102 conveys the principle that fixed assets should be carried in the balance sheet at no more than their recoverable amount. A social landlord must assess whether an indicator of impairment exists at each reporting date. If such an indicator exists, a social landlord must carry out an impairment assessment and estimate the recoverable amount of the asset or cash generating unit.
- 3.13.2 Paragraph 27.9 of FRS 102 sets out the indicators of impairment for assets other than inventories that must, at a minimum, be considered by an entity.
- 3.13.3 Impairment arises if the carrying amount is found to be greater than the higher of the fair value less costs to sell and the value-in-use. If impairment is identified an impairment adjustment is carried out. Impairment losses are to be presented as a separate line within operating expenditure where it is considered material.
- 3.13.4 An impairment loss recognised for all assets is reversed in a subsequent period if, and only if, the reasons for the impairment loss have ceased to apply. Indicators that an impairment loss may have decreased will include the opposite of those in 3.13.2. The reversal is limited to the difference between the revised recoverable amount and the carrying value.
- 3.13.5 Disclosures are reported in accordance with FRS 102 sections 27.32 and 27.33.

3.14 SHARED OWNERSHIP

3.14.1 Shared Ownership and Newbuild Homebuy

The cost of unsold shared ownership properties and those under construction is split according to the proportion of the property that will be sold. If this proportion is not known an estimated 40/60 current/fixed asset split is applied. The proportion to be sold is included in current assets and the proportion to be retained is included in fixed assets. The retained element of shared ownership properties is stated at deemed cost or historic cost less any depreciation or impairment. Costs are apportioned to first tranche sale in proportion with the amount of equity being sold. If this method of apportionment results in a surplus on the first tranche sale that exceeds the overall expected surplus, an adjustment is made to the apportionment of costs to limit the surplus on the first tranche sale.

Social Housing Grant (SHG) is accounted for in accordance with Chapter 13 of the SORP 2018. The group follows the SORP 2018 when deciding the treatment of subsequent tranche sales. This is explained more fully in paragraphs 17.28 to 17.30 of FRS 102.

3.14.2 Shared Equity and Homebuy Direct

The gross sale proceeds and associated costs of sale are reflected in turnover in the Statement of Comprehensive Income of the period in which the disposal occurs. Loans from the landlord to the purchaser are included as a fixed asset investment. Any element of the loan that been funded by a government grant is recognised as a loan to the landlord and is deducted from the asset in the form of a linked presentation.

The landlord shares in any future capital gain realised on redemption of the loan when the property is sold. If there is a capital loss, this is initially offset against the government backed element of the loan with the remainder being reflected in impairment in the Statement of Comprehensive Income of the period in which the disposal occurs.

3.15 CAPITAL FUNDING

- 3.15.1 Except where stated otherwise, the treatment of other capital grants is the same as government grants.
- 3.15.2 Government grants due from Homes England or other Government Organisation or received in advanced is included in the balance sheet as a current liability.
- 3.15.3 Once the Government grant is recognised, dependant on the RP, the Government Grant is accounted for using either the performance model or the accrual model as detailed in the SORP (13.12,13.15 to 13.21). Government Grants associated with housing properties held at historic cost are recognised in the Statement of Comprehensive Income using the accruals model over the life of the associated asset.
- 3.15.4 Government Grant received in respect of revenue expenditure is credited to the Statement of Comprehensive Income in the same financial year as the expenditure to which it relates.
- 3.15.5 Grants received from non-Government sources are recognised using the performance model as detailed in the SORP.
- 3.15.6 Government Grants released on the disposal of a property is repayable or recyclable (see section for the Recycled Capital Grant Fund and Disposal Proceeds Fund). The treatment of other capital grants on disposal of the asset is dependent on the terms of the funding agreement.
- 3.15.7 Government Grants are subordinated to the repayment of loans by agreement with the Homes England.
- 3.15.8 Grant Recovery – In defined circumstances, capital grants are subject to recovery by Homes England.

3.16 RECYCLED CAPITAL GRANT FUND

- 3.16.1 The Group maintains and administers a Recycled Capital Grant Fund (RCGF), for holding and recycling grant recovered from the proceeds of a sale. Homes England expects such funds to be robustly managed. Credits to the fund must be closely monitored, expenditure planned, and the fund regularly reviewed to guard against large sums of uncommitted amounts accumulating.

Thirteen Housing Group expects that their review meetings will in part be used to monitor recycled grant spend.

Grants released on the sale of a property may be repayable but is normally available to be recycled and is credited to the RCGF.

- 3.16.2 Recycling of grants is caused by a relevant event as detailed in The Recovery of Capital Grants and Recycled Capital Grant Fund General Determination 2017 and the grant is accounted for in line with 13.3 to 13.33 of the Statement of Recommended Practices for Registered Social Housing Providers 2018. Recycled capital grant is used to develop new properties and its use is subject to certain conditions. Detailed guidance on the calculation, uses and administration of the fund is detailed in the Recovery of Capital Grants and Recycled Capital Grant Fund General Determination 2017.
- 3.16.3 The RCGF is included in creditors and the following information is included in the notes to the accounts. The note to the accounts follows the suggested format that is shown in Annex 2 of the Accounting Direction for Private Registered Providers of Social Housing 2019 and includes:
- A reconciliation between the balances held at the beginning of the period of account and the balance at the end of the period of account, showing amounts added into and taken out of the fund. The reasons for amounts taken out are disclosed.
 - The amount 3 years or older where repayment to Homes England may be required.

3.17 ASSETS ACQUIRED BELOW MARKET VALUE

3.18.1 Land

Donated land that is unconnected with any intended development is measured at fair value and included in turnover alongside other donations where the land was donated by a non-public body or as a government grant where it was from a public body. Where land is acquired for a price less than market value or donated as part of a development scheme it is recorded at its fair value. This value takes into account any restrictions on use and will generally equate to the amount paid. Where the fair value does not equate to the amount paid, and the difference is material, the excess of value over the consideration paid for the asset is considered by the SORP to be in substance a non-monetary grant included in the Statement of Financial Position (SoFP) as a liability. The terms of the acquisition are considered to be performance related conditions.

3.18.2 Other Assets

Any other asset that is acquired at a price less than market value will also be recorded at its fair value. The excess of value over the consideration paid for the asset is also treated as a non-monetary grant and included in the SoFP as a liability.

3.19 STOCKS AND WORK IN PROGRESS

- 3.19.1 Stocks of properties for sale, including properties completed and under construction are valued at the lower of cost and estimated selling price less costs to complete and sell, as per FRS 102 13.4. They are subject to an annual impairment review in-line with the impairment policy.
- 3.19.2 Cost includes all expenditure incurred to bring the property to its current condition and location including an apportionment of development department costs and development period interest.
- 3.19.3 Where a property for sale is part of a mixed development and is expected to generate a surplus to offset one or more of the other elements of the development that has a EUV-SH that is below cost less grant, the full amount of the surplus is not recognised. Instead, additional costs are allocated to the element for sale, and this is reflected in the cost of the stock for sale. Sales proceeds are estimated using data from recent sales of similar properties in the area.
- 3.19.4 Further information on the valuation and accounting treatment of first tranche shared ownership sales is included in Shared Ownership and Other Shared Equity Schemes.
- 3.19.5 Stocks of raw materials are valued at the lower of cost and estimated selling price less costs to complete and sell, as per FRS 102 13.4.
- 3.19.6 Stock held in vans are consignment stock and are therefore not recognised until they are utilised and are accounted for directly into cost of sales/operating expenditure as appropriate.

3.20 INTEREST IN JOINT ARRANGEMENTS

- 3.20.1 The association may have contractual agreements with other participants to engage in joint activities that do not create an entity carrying on trade or business of its own. In such situations, the association accounts for its own share of assets, liabilities and cash flows in such joint arrangements, measured in accordance with the terms of the arrangement.

A register of interests in joint arrangements is held by the Group including which company holds the interest, the classification of the interest and the reasons for that classification.

- 3.20.2 Interests in joint arrangements are evaluated against the definition contained within FRS 102 section 15 to establish the likely classification of the interest for accounting purposes and accounted for in accordance with this.

3.20 INVESTMENT PROPERTY

- 3.21.1 Some of the Group's properties may be classified as investment properties under section 16 of FRS102, as opposed to property, plant and equipment under section 17 of the same accounting standard. The classification of an asset as an investment property depends on the intended use of the property, and whether this use meets the definition of an investment property.
- 3.21.2 Properties held to earn commercial rentals or for capital appreciation, which includes market rented properties and commercial properties, are treated as investment properties.

- 3.21.3 Properties used in the production or supply of goods or services, used for administrative purposes, or held for social benefit (SORP 2018) are treated as property, plant and equipment.
- 3.21.4 Investment properties are measured at fair value at the end of each reporting period, with any changes in value charged to the statement of comprehensive income. Only investment properties whose fair value can be measured reliably without undue cost or effort on an ongoing basis are accounted for on this basis, any other investment properties are accounted for as property, plant and equipment.
- 3.21.5 External valuations shall be sought from RICS qualified valuers at least every 3 years. For interim years, internal valuations will suffice and a formal external valuation shall be sought if internal expertise indicates that the value may have changed materially from the previous external valuation.
- 3.21.6 A property is only transferred to or from investment properties when it begins or ceases to meet the definition of an investment property, or if a reliable measure of fair value becomes or is no longer available for that property.
- 3.21.7 Disclosures are provided to reconcile any changes to the carrying amounts of investment properties during the period and to explain the methods and assumptions used to determine the fair value.

3.22 INVESTMENT IN SUBSIDIARIES

- 3.22.1 Investments in subsidiaries are recognised at cost.
- 3.22.2 Impairment could arise if the carrying amount is found to be greater than the higher net realisable value therefore an impairment review is to be carried out annually.

3.23 RESERVES

- 3.23.1 Where properties are held at valuation, the group uses a revaluation reserve to record any appreciations in the value of housing properties. Revaluation gains are credited to the revaluation reserve and reported in the statement of total recognised surpluses and deficits, except where it reverses a previous impairment that was recognised in the income and expenditure account in which case it is credited to the income and expenditure account. Where the FRS102 transitional arrangement to hold properties at deemed cost has been applied, the revaluation reserve is maintained with the only movements being for asset disposals and depreciation. In the absence of asset-specific historical accounting records for properties previously held by Tristar Homes and Housing Hartlepool management have calculated the movement between the revaluation reserve and the income and expenditure reserve relating to asset disposals and depreciation in the following way: the revaluation balance at 31 March 2015 was apportioned over all existing assets, at deemed cost, at that date and this apportionment value is used to calculate the movement between reserves. The adjustment is calculated in line with the useful economic life of the structure component. The effect of this adjustment is that as the structure depreciates, the revaluation reserve apportioned to it reduces at the same rate. The revaluation reserve is stated separately on the face of the balance sheet.
- 3.23.2 The group uses designated reserves to designate reserves for particular purposes. The use of designated reserves is limited and there is an expectation that the funds are transferred back to the revenue reserve in the period that the expenditure is

charged to the income and expenditure account. Expenditure against designated reserves is taken through the income and expenditure account. Designated reserves are an internal matter and are therefore not disclosed separately in the financial statements.

- 3.23.3 The group uses restricted reserves to record reserves that are the subject of external restrictions and must be applied for specific purposes. Restricted reserves are stated separately on the face of the balance sheet and broken down in a note to the accounts that also discloses the restrictions on the reserve and an analysis of any movements in the year. Expenditure against restricted reserves is taken through the income and expenditure account.
- 3.23.4 Movements in reserves during the financial year are presented in the Statement of Changes in Reserves.

3.24 AGREEMENT TO IMPROVE EXISTING PROPERTIES

- 3.24.1 Where a company enters into an agreement to improve existing properties it will consider the substance of the transaction when deciding how to treat this transaction in its accounts.
- 3.24.2 Tristar Homes Limited, Housing Hartlepool and Erimus Housing Limited entered into agreements to purchase improved properties from the local authority and, at the same time, entered into sub-contracting agreements to carry out those improvements on behalf of the local authority for a fixed sum established in advance. These agreements subsequently transferred to Thirteen Housing Group.
- 3.24.3 The impact of these transactions is that, whilst the local authority has a legal obligation to the landlord to complete the refurbishment works, this work has been contracted back to the landlord which is also legally obligated. The underlying substance of the transaction is therefore that the landlord has acquired the properties in their existing condition at their agreed value and will complete certain repairs and improvements in line with the legal agreement.
- 3.24.4 In the opinion of the directors, the commercial effect of these transactions, when viewed as whole, did not in practice create separate assets and liabilities for reporting purposes. Therefore, the resulting debit and credit balances relating to the legal obligation of the council to complete the refurbishment works for the landlords and the equal and opposite legal obligation of the landlords to perform the refurbishment works for the council were offset and were not recorded in the balance sheet.
- 3.24.5 Disclosures are made in the accounts to enable the reader to understand the commercial effect of the transaction. The outstanding asset and liability are disclosed in the notes to the accounts.
- 3.24.6 Expenditure incurred under the agreement is taken through the Income and Expenditure Account net of recoverable VAT or is capitalised net of recoverable VAT, as per the component accounting policy.
- 3.24.7 VAT recoverable as a result of the agreement is debited to the VAT control. If the agreement states that the VAT recovered must be applied for a particular purpose a transfer is made from free reserves to designated reserves for the amount of VAT recoverable. If the agreement includes sharing of the VAT recovered with the local authority, the amount repayable to the local authority is included in creditors.

3.25 INTEREST RECEIVABLE AND PAYABLE

- 3.25.1 Interest receivable or payable is credited or charged to the income and expenditure account in the financial year to which it relates. Where interest is charged or credited directly to activities other than social housing lettings this is disclosed.
- 3.25.2 Interest is capitalised on borrowings to finance developments to the extent that it accrues in the financial year of development if it represents **either** interest on borrowings specifically financing the development programme after the deduction of Social Housing Grant (SHG) in advance **or** interest on the borrowings of the company as a whole after deduction of SHG in advance to the extent that they can be deemed to be financing the development programme. In the latter case a weighted average cost of borrowing is used. Development period interest capitalised is reported as a deduction from interest payable and the rate of interest is disclosed. The amount of any development period interest written off in the Statement of Comprehensive Income (SOCI) is also disclosed.

3.26 TAXATION

- 3.26.1 The accounts of each entity in the Group state the taxation status of that entity.
- 3.26.2 Non-charitable entities are liable for Corporation Tax, and charitable entities may be required to pay tax on some of their activities. Any charge for taxation is based on the taxable results for the year and takes into account taxation deferred because of timing differences between the treatment of certain items for taxation and accounting purposes. Income and capital gains are generally exempt from tax if applied for charitable purposes.
- 3.26.3 Current tax, including UK Corporation Tax, is provided at amounts expected to be paid (or recovered) using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.
- 3.26.4 Corporation tax is accounted for in accordance with FRS 102 Section 29 Income Tax.
- 3.26.5 Entities that are registered providers provide an analysis of the tax charge for the year including: the Corporation Tax for the period of account, any over or under provision of Corporation Tax in previous period(s) of account and the charge to deferred tax for the period of account.

3.27 VALUE ADDED TAX

- 3.27.1 The majority of the operating income of the Group is from housing rent and exempt from VAT, consequently, the VAT on associated expenditure is not recoverable. The Group charges VAT on a variety of incomes from other business activities and is able to recover VAT on expenditure related to that income.
- 3.27.2 The financial statements of the Group include VAT to the extent that it is borne by the Group and not recoverable from His Majesties Revenue and Customs (HMRC).

The balance of VAT receivable or payable is included in short term debtors or creditors.

- 3.27.3 The Group has in place “VAT Shelter” agreements, the details of which are included in the Agreement to Improve Existing Properties policy. These agreements enable the Group to recover VAT on the improvement works to existing properties, so far as they fall under the terms of the agreement. For VAT recoverable as a result of a VAT Shelter agreement, if the agreement states that the VAT recovered must be applied for a particular purpose then the recovered amounts are held in designated reserves. If the agreement includes sharing of the VAT recovered with the local authority, then the amount repayable to the local authority is included in creditors.
- 3.27.4 The Group operates a partial exemption method that allows the reclaiming of VAT on a proportion of its overhead costs. The special method of calculation is applied and an annual adjustment carried out to true up the position as required under legislation.
- 3.27.5 Capital Goods Schemes will be operated in accordance with the current VAT regulation and a register of schemes maintained.
- 3.27.6 Options to Tax may be exercised where considered tax efficient, and a register maintained.
- 3.27.7 Other VAT efficient methods will be considered, where compliant and efficient
- 3.28.8 The Financial Statements of the Group Subsidiaries are shown exclusive of VAT as the entities make fully taxable supplies and the VAT can be recovered in full.

3.28 FINANCIAL INSTRUMENTS

- 3.28.1 The group has chosen to apply the recognition and measurement provisions of IAS 39 Financial Instruments and to follow the disclosure requirements of FRS 102 Section 11 and 12.
- 3.28.2 The group has not elected to hold any financial instruments at fair value through profit or loss.
- 3.28.3 Financial assets

The group and association initially recognises financial assets at fair value. Financial assets are classified at initial recognition and on any subsequent reclassification event in one of four primary categories:

- Financial assets at fair value through profit or loss

These are either: held for trading because they acquired for the purpose of selling or are a derivative; or are designated as such. They are initially recognised fair value, excluding transaction costs. At each reporting date, they are re-measured at fair value with change being recognised in the Statement of Comprehensive Income as interest receivable or payable. The Group has not designated any non-derivatives as fair value through profit or loss.

- Loans and receivables

These are non-derivative financial assets with fixed and determinable payments that are not quoted in an active market and have not been designated as either fair value through profit or loss or as available for sale. Such assets are measured at amortised cost using the effective interest method. Gains and

losses are recognised in the Statement of Comprehensive Income when loans and receivables are derecognised or impaired.

- Held to maturity

These are non-derivative financial assets with fixed and determinable payments and a fixed maturity date where the Group or Association has an intention and ability to hold them to maturity. Gains and losses are recognised in the Statement of Comprehensive Income when loans and receivables are derecognised or impaired.

- Available for sale

These are non-derivative financial assets that are designated as such, or are not classified in any of the other categories. These are held at fair value with gains or losses being recognised in the Statement of Changes in Equity. If there is no active market for a financial asset and it is not appropriate to determine fair value using valuation techniques, financial assets are carried at amortised cost.

At the end of each reporting period financial assets measured at amortised cost are assessed for objective evidence of impairment. If an asset is impaired the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in profit or loss. Impairment provisions for bad and doubtful debts are calculated based on customer payment history with 100% of former tenant arrears being provided for.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in profit or loss.

3.28.4 Financial liabilities

The group classifies financial liabilities at initial recognition, and on any subsequent reclassification event, into one of two primary categories:

- Financial liabilities at fair value through profit or loss

These are derivatives initially measured at fair value, excluding transaction costs. At each reporting date, they are re-measured at fair value with change being recognised in the Statement of Comprehensive Income as interest receivable or payable. The group has not designated any non-derivatives as fair value through profit or loss.

- Other financial liabilities

All other financial liabilities are held at amortised cost using the effective interest rate method, this includes loans, overdrafts and trade payables. Loans include un-amortised issue costs.

3.28.5 Embedded derivatives

Embedded derivatives are identified upon initial recognition of a financial instrument. Embedded derivatives are held at amortised cost if their economic characteristics and risks are closely related to the host contract and the host contract is not held at fair value through profit or loss. Embedded derivatives that are not closely related to the host contract and the host contract itself is not held at

fair value through profit or loss are accounted for separately to the host contract at fair value through profit or loss.

3.28.5 Hedge accounting

The group does not have any hedges in place.

4 ACCOUNTING POLICIES NOTES

The group's principal accounting policies, for which confirmation of policy in relation to the reported figures is required, are set out in the notes to the annual accounts.

Equality and Diversity	Not applicable to this policy.
Customer Involvement and Consultation	Not applicable to this policy.
Monitoring and Review	<p>Head of Finance-Reporting & Planning is responsible for reviewing the policy.</p> <p>Compliance with this policy will be monitored as part of the annual audit of the statutory accounts.</p> <p>This policy will be fully reviewed every three years, unless there are changes in legislation, regulation or internal systems that necessitate an earlier review. The Head of Finance - Reporting & Planning is responsible for ascertaining when a review is required.</p>
Responsibility	<p>The Head of Finance - Reporting & Transactions – overall implementation and operational delivery of the policy.</p> <p>Operational delivery of relevant components of this policy lies with:</p> <ul style="list-style-type: none"> Head of Finance-Development Head of Finance-Investment and Assets Head of Strategic Finance Group Development & Tax Senior Manager Group Finance Manager

APPENDIX A – DEPRECIATION RATES

	UEs (yrs)	%
Housing Properties		
Structure:-		
New Build / Traditional Shared Ownership / Supported Housing / Market Rent / Long Leasehold	125	0.80%
LSVT properties / Recent Refurbishments, Mortgage Rescued Property	80	1.25%
Older Properties (historical ex BOWCHA (TVHL) properties / Thirteen Care & Support properties)	60	1.67%
DIYSO (historical old SO tenure type in TVHL)	25	4.00%
Short Leasehold Property	Over life of lease	
Structural works, including EWI, cladding, damp proof course and insulation	In line with above	
Freehold Land	n/a	
Kitchens	20	5.00%
Bathrooms	30	3.33%
Roofs (including fascias, soffits, guttering & downpipes)	50	2.00%
Windows	30	3.33%
Doors	30	3.33%
Heating System	30	3.33%
Boiler only	15	6.67%
Electrical (wiring / rewiring)	30	3.33%
Air Source Heat Pumps	20	5.00%
Solar/PV Panels	25	4.00%
Compliance & Security	12	8.33%
Aids and Adaptations	15	6.67%
Environmental Works	15	6.67%
Other Fixed Assets		
Freehold Buildings (including offices)	same as housing properties	
Freehold Buildings (shops & community centres)	same as housing properties	
Area Offices (LSVT properties)	same as housing properties	
Garages	same as housing properties	
Furniture, Fixtures and Fittings (including offices)	5	20.00%

Noise Monitoring Equipment	5	20.00%
CCTV Monitoring Equipment	7	14.29%
Computers and Office Equipment	5	20.00%
Motor Vehicles	5	20.00%
Other Plant and Equipment	10	10.00%
Grounds Maintenance Equipment	4	25.00%
Market Rented Property Equipment	10	10.00%
Rental Furniture	3	33.33%
<u>Service Charge Equipment</u>		
Fire Fighting Equipment	12	8.33%
Warden Call	15	6.67%
Door Entry Systems	20	5.00%
TV Aerials	20	5.00%
Emergency Lighting	20	5.00%
Fire Detection equipment	25	4.00%
District Heating Systems (Elderly and Extra Care Schemes)	25	4.00%
Lifts (through floor lifts)	35	2.86%
Sheltered Furniture, Fixtures and Fittings	5	20.00%
<u>Miscellaneous Service Charge Equipment including but not exclusively</u>	10	10.00%
Palladins		
Communal flooring & furnishings		
Laundry equipment		
Cookers, refrigerators, and other similar goods		
Communal Boilers		
Water Tanks		

All entities use straight line depreciation and do not hold any residual values against the assets.

APPENDIX B - DEFINITIONS

Accruals concept: the requirement to record costs and revenues in the period in which they are incurred, not in the period they are paid

Accrued expenditure: an estimate of cost which has been incurred but has not yet been paid or recorded in the accounting system. Accrued expenditure is a current liability in the accounts

Accrued income: an estimated amount of income which has been earned, but the transaction has not yet been received or recorded in the accounting system. Accrued income is a current asset in the accounts

Agent - third party organisation with an agreement to manage a housing scheme on behalf of the landlord

Agreements to Improve Existing Properties – agreements to purchase improved property from a third party (such as a local authority) and, at the same time, enter a sub-contracting agreement to carry out the improvement works on behalf of the same third party, usually for the purposes of operating a VAT shelter arrangement approved by HMRC.

All companies – refers to all entities in the Thirteen Housing Group

Associate – an entity (other than a subsidiary) in which the reporting entity (investor) has a participating interest and over whose operating and financial policies the investor exercises a significant influence. A holding of more than 20% of the shares or voting rights could be presumed to be a participating interest.

Bad debt – a debt which becomes irrecoverable.

Capital grants – grants received towards the purchase, refurbishment or construction of a fixed asset and grant received towards the regeneration of estates.

Carrying amount – on an asset or cash-generating unit is calculated as the net book value of an asset (or CGU) which is the cost or valuation less depreciation less any unamortised grant in the Statement of Financial position relating to the asset or CGU.

Cash-generating unit (CGU)– the smallest identifiable group of assets that generate cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

Current tax: The amount of tax estimated to be payable or recoverable in respect of the taxable profit or loss for a period, along with adjustments to estimates in respect of previous periods.

Debt – amount owed to the group.

Debtor – customer who owes money to the group.

Deemed Cost – An amount used as a surrogate for cost or depreciated cost at a given date. Subsequent depreciation or amortisation assumes that the entity had initially

recognised the asset or liability at the given date and that its cost was equal to the deemed cost.

Deferred tax: Estimated future tax consequences of transactions and events recognised in the financial statements of the current and previous periods.

Defined benefit scheme: a pension or other retirement scheme other than a defined contribution scheme. The scheme rules define the benefits independently of the contributions payable. Schemes may be funded or unfunded.

Defined contribution scheme: a pension or other retirement scheme into which an employer pays regular contributions fixed as an amount or as a percentage of pay and will have no obligation to pay further contributions to the scheme. A member's benefits are determined by reference to contributions paid into the scheme.

Depreciated replacement cost – the most economic cost required for the entity to replace the service potential of an asset (including the amount that the entity will receive from its disposal at the end of its useful life) at the reporting date.

Designated Reserve – a reserve earmarked internally for a specified purpose.

Development period interest - Interest on borrowings to finance developments to the extent that it accrues in the financial year of development, representing **either** interest on borrowings specifically financing the development programme after the deduction of Social Housing Grant (SHG) in advance **or** interest on the borrowings of the company as a whole after deduction of SHG in advance to the extent that they can be deemed to be financing the development programme.

Doubtful debt – a debt that is unlikely to be recoverable.

Fair value – The amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction.

Finance lease - a lease that transfers substantially all the risks and rewards of ownership to the lessee.

First tranche sales: the initial percentage of a shared ownership property that is sold by the landlord.

Fixed Assets – Assets of an entity which are intended for use on a continuing basis in the entity's activities.

Goodwill– an intangible asset that could arise upon purchase of an existing company.

Government grant - assistance by the Government in the form of a transfer of resources to an entity in return for past or future compliance with specified conditions relating to the operating activities of the entity.

Homebuy direct: a form of low-cost home ownership where the purchaser buys a new build property with an equity loan of up to 30% of the purchase price, with the loan jointly funded by the government and the developing landlord. There are no monthly repayment

requirements. The landlord shares in any future capital gain realised on redemption of the loan when the property is sold.

Impairment – occurs when the carrying amount of an asset exceeds its recoverable amount.

Intangible Asset – an identifiable non-monetary asset without physical substance.

Investment Properties – land, buildings or both held by the owner or lessee under a finance lease to earn rentals or for capital appreciation or both, rather than for:

- a) use in the production or supply of goods or services or for administrative purposes;
- or
- b) sale in the ordinary course of business.

Joint arrangement that is not an entity – a contractual arrangement under which the participants engage in joint activities that do not create an entity, because the joint arrangement would not be carrying on a trade or business of its own.

Joint control – a reporting entity jointly controls a venture with one or more other entities if none of the entities alone can control that entity, but all combined can exercise control, and strategic or policy decisions require the consent of each party to the venture.

Joint venture – an entity in which the reporting entity holds an interest on a long term basis, and is jointly controlled by the reporting entity and one or more other parties to the venture, under a contractual arrangement.

Landlord – member of the Thirteen Group that is a provider of housing.

Lease - agreement or arrangement that conveys the right to use an asset.

Net realisable value - the estimated proceeds from the sale of items of stock less further costs to completion and costs incurred in marketing and selling the item.

Prepaid expenditure: an expense that has been paid which relates to a future accounting period. Prepaid expenditure is a current asset in the accounts.

Prepaid income: income which has been received for goods or services which are going to be provided in a future accounting period. Prepaid income is a current liability in the accounts.

Recycled Capital Grant Fund (RCGF) - a fund for holding/recycling grant that has been recovered from the proceeds of a sale.

Recoverable amount – the higher of the value-in-use and the fair value less costs to sell.

Restricted Reserve – a reserve whose use is subject to external restrictions.

Revaluation Reserve – a reserve arising from the upward valuation of fixed assets or investments.

RP – entity within the Thirteen Housing Group that is a Registered Provider of Social Housing.

Scheme managed by agent – a property/group of properties that is owned by a landlord but has an agreement with a third party to manage those properties.

Service charges: charges levied for property-related services provided beyond those covered by the basic rent. These services relate mainly to the provision and maintenance of communal areas such as corridors, stairways and lifts in blocks, and the upkeep of external grounds.

Service costs: costs related to providing the above services.

Service potential – The capacity to provide services that contribute to achieving an entity's objectives. Service potential enables an entity to achieve its objectives without necessarily generating net cash inflows.

Shared equity: a form of low-cost home ownership where the purchaser buys a property with the aid of a shared equity loan provided by the developing landlord. There are no monthly repayment requirements. The landlord shares in any future capital gain realised on redemption of the loan when the property is sold.

Shared ownership (including Newbuild Homebuy): a form of low-cost home ownership where the purchaser initially buys a percentage share in a property. The remaining equity remains with the landlord who charges rent based on the equity retained. The purchaser can purchase additional tranches of equity until they own the property outright.

SHG – Social Housing Grant

Short-term benefits: items such as salaries, paid annual leave, paid sick leave, bonuses and other benefits that are expected to be paid within 12 months of the end of the accounting period to which they relate.

Simple investment – the investor has limited influence, or its interest is not long-term.

SOCI – Statement of Comprehensive Income.

Staircasing: the purchase of additional tranches of equity in a shared ownership property.

Stock of Repairs Materials - are used for the ongoing maintenance of housing properties. Following the outsourcing of the internal central stores in July 2016, the only repair materials now held by the group are those held in the vans used by repairs staff.

Stock of Properties for Sale - Housing Properties which are held for sale in the ordinary course of business or in the process of production for such sale and include completed properties for outright sale and 1st Tranche shared ownership sales.

Subsidiary – a company which is owned or controlled by another company.

Supporting People – publicly funded provision of housing related support for vulnerable people.

The Group – refers to Thirteen Housing Group including all entities within the Group.

UEL – Useful Economic Life.

Value-in-use - the present value (PV) of future cash flows obtainable as a result of the continued use of the asset. However, paragraph 27.20A of FRS 102 states that “for assets held for their service potential, a cash flow driven valuation (such as value in use) may not be appropriate. In these circumstances, value in use (in respect of assets held for their service potential) is determined by the present value of the asset’s remaining service potential plus the net amount the entity will receive from its disposal. In some cases, this may be taken to be the costs avoided by possession of the asset. Therefore, depreciated replacement cost may be a suitable measurement model, but other approaches may be used where more appropriate.

Value -in-use (in respect of assets held for their service potential) VIU-SP – is an estimate of the value in use of an asset or CGU which takes into consideration the service potential of the asset and is not based purely on the cash flows generated. Whilst it is recognised that properties held for their service potential do generate a cash flow, an estimation technique based purely on those cash flows do not reflect the value of the service potential of the asset (or CGU) to the social landlord. The SORP considers that depreciated replacement cost will provide a reasonable estimate of the VIU-SP for social housing properties in circumstances where the asset (or CGU) still provides some level of service potential.

Value added Tax (VAT) - a tax on the supply of goods and services that is eventually borne by the final consumer but collected at each stage of the production and distribution chain.