

The Football Licensing Authority

Annual Report and Accounts 2009/2010



Football Licensing Authority



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FOOTBALL LICENSING AUTHORITY

Annual Report and Accounts 2010

**Presented to Parliament pursuant to paragraph 26B of Schedule 2
of the Football Spectators Act 1989 (c.37)**

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Foreword

The 25th Anniversary this year of the Disaster at Bradford City is a very poignant reminder of the critical importance of the work of the Football Licensing Authority.

People who go to watch football matches must do so knowing that they will come home safely. The Football Licensing Authority plays a critical role in ensuring that they do. It is of vital importance that such a disaster can never occur again.

This Annual Report gives details of the specific achievements during this year, such as the publication of our Guidance on Safety Management and the launch of a consultation on a new form of safety certification. We have also agreed the secondment of people and expertise to help deliver the 2012 Olympics safely. I would like to emphasise, though, the sheer volume and importance of the day to day activities undertaken by our Head Office staff and our Inspectorate including visiting matches and attending Safety Advisory Groups. This all has, of course, to be seen in the context of the FLA's long term contribution to safety at sports grounds throughout the world. We are the authors of the Green Guide, without doubt the leading publication in the world on Sports Ground Safety. It is recognised by practitioners across the whole spectrum of sport.

I am very proud that the Authority manages to achieve all this for an annual budget of approximately £1.2 million, value for money by whatever standard you test it against.

I thank all of the staff and the Board for their very considerable work and support during this year. I want to express a special thanks to John de Quidt, who will retire before the next Annual Report. He has been the Chief Executive of the Authority since its earliest days. His contribution to the safety of spectators at grounds throughout the world has been and continues to be without parallel. Many people have real cause to be grateful to him. When he does retire he will leave with the good wishes and thanks of the entire community.

Paul Darling QC
Chair
Football Licensing Authority

Introducing the FLA

1. We believe that all spectators, regardless of age, gender, ethnic origin, disability or the team that they support should be able to attend sports grounds in safety, comfort and security.
2. Twenty one years after the Hillsborough Stadium Disaster, our football grounds are widely considered to be the safest in Europe. Seating, good facilities, the removal of perimeter fences, comprehensive safety policies and procedures, trained safety personnel, intelligence-led policing, CCTV cameras and football banning orders have all played their part. The different agencies work together in a single co-ordinated structure with a common approach. Crowds are now more diverse, access for spectators with disabilities has been greatly improved and racist behaviour has largely been eliminated.
3. It would be foolhardy to pretend that all problems have now been resolved. Incidents still occur, in particular the tragic death of a supporter in an accident at Stoke City. Some clubs resist necessary safety measures, such as the accreditation of their stewards, because of the cost. Complacency remains a constant danger. Some local authorities lack the resources, the competence or even the willingness to take action against the clubs. All too often, clubs and even local authorities seek to pass the responsibility to the FLA.
4. Our role has become steadily less directive and more focused on strategic advice and guidance, for example in the courses that we put on jointly with the Emergency Planning College. We are also seeking to encourage the clubs to take a greater responsibility for drawing up operations manuals and for identifying suitable conditions for the safety certificates themselves.
5. Our core functions are listed in our funding agreement for 2008/09 to 2010/11. These are derived from the Football Spectators Act 1989 and / or undertaken under delegated powers from the Department for Culture, Media and Sport ("DCMS"). They are:
 - a to implement the Government's policies on ensuring the reasonable safety and management of spectators at Premier League, Football League and international football grounds in England and Wales, in particular by:
 - keeping under review the discharge by local authorities of their functions under the Safety of Sports Grounds Act 1975 in relation to such grounds;
 - ensuring that clubs take responsibility for managing safety at their grounds to a reasonable standard;
 - enforcing the Government's policy that all Premier League, Championship and international grounds become and remain all seated;
 - advising and assisting local authorities, clubs and other relevant parties;
 - b to deploy our experience and expertise to advance the Government's policies on safety at sporting events, in particular by:
 - advising the Government on sports ground policy and safety issues;

- advising local authorities, ground management and other responsible bodies or individuals on request; and
- promoting British expertise overseas.

6. We derive our strategic priorities for the year from these core functions. This report examines our performance and highlights our main achievements in the light of the strategic priorities for 2009/10 (see paragraph 27.a-e. below).

Corporate governance

7. The accounts have been prepared in the form directed by the Secretary of State for Culture, Media and Sport on 10 June 2002, with the approval of the Treasury, in accordance with paragraph 23 of Schedule 2 to the Football Spectators Act 1989. The FLA can supply a copy of the accounts direction on request.

8. The Comptroller and Auditor General is the appointed auditor for the report and accounts which are laid before Parliament by the Secretary of State in accordance with paragraph 26 of the Football Spectators Act 1989.

9. As Accounting Officer, as far as I am aware, there is no relevant audit information of which our auditors are unaware. I have taken all reasonable steps as Accounting Officer to make myself aware of any relevant audit information and to establish that our auditors are aware of that information.

10. The FLA Board Members during 2009/10 were:

Mr Anthony Speed CBE QPM DL	Chairman (until 16 April 2009)
Mr Paul Darling QC	Chairman (from 17 April 2009)
Mr Brendon Batson MBE	
Dr Jim Dickie	(retired 7 January 2010)
Dr Pauleen Lane CBE	(appointed 13 July 2009)
Mr Peter Rowley	(appointed 13 July 2009)
Ms Julie Summerell	
Mr Ronald Wilkie LVO SBStJ MBA FBIFM	(appointed 13 July 2009)
Mr Derek Wilson	(appointed 13 July 2009)
Mr John Woodrow MVO FCA	(retired 31 May 2010)

11. The FLA Board has a corporate responsibility for:

- ensuring that the FLA complies with any statutory and administrative requirements for the use of public funds and does not exceed its statutory powers or delegated authority;
- ensuring that high standards of propriety and corporate governance are observed at all times;
- establishing the overall direction of the FLA within the policy and resources framework agreed with the Secretary of State; and
- overseeing the delivery of planned results through the monitoring of performance against objectives.

12. Three Members declared directorships or interests that might in certain circumstances potentially conflict with their responsibilities at the FLA. Copies of the Register of Members' Interests are available on request.

13. Our management staff are:

John de Quidt	Chief Executive and Accounting Officer
Keith Sears	Safety policy, human resources and communications
Guy Longhorn	Finance, Office Manager, IT
Nikki Rutherford	Licensing, safety casework and information
Jason Clotworthy	Website, IT services, financial support
Stephen Podd	Administrative support

14. At 31 March 2010, our Grade A Inspectors and the local authorities in relation to which they had primary responsibility were as follows:

Malcolm Collier MBA FIFireE

Brighton and Hove, Croydon, Greenwich, Hammersmith and Fulham, Hampshire, Hounslow, Lewisham, Medway, Portsmouth, Reading, Southampton.

Lou Elliston MA

Barking and Dagenham, Barnet, Brent, Buckinghamshire, Essex, Haringey, Hertfordshire, Islington, Milton Keynes, Newham, Southend-on-Sea, Suffolk, Waltham Forest.

Martin Girvan BSc MILAM

Birmingham, Coventry, Leicester, Lincolnshire, Norfolk, Northamptonshire, Nottingham, Nottinghamshire, Peterborough, Sandwell, Walsall, Wolverhampton.

John Perkins

Bournemouth, Bristol, Cardiff, Devon, Gloucestershire, Herefordshire, Plymouth, Somerset, Swansea, Swindon, Torbay.

Rick Riding MRICS MIFireE MBEEng MBA

Blackburn with Darwen, Blackpool, Cumbria, Darlington, Hartlepool, Lancashire, Middlesbrough, Newcastle upon Tyne, Sunderland.

Ian Smith MRICS DMS MCIM

Barnsley, Bradford, Derby, Derbyshire, Doncaster, Kirklees, Kingston-upon-Hull, Leeds, North East Lincolnshire, North Lincolnshire, Sheffield, Staffordshire, Stoke-on-Trent.

Norman Whibley

Bolton, Bury, Cheshire East, Liverpool, Manchester, Oldham, Rochdale, Shropshire, Stockport, Trafford, Wigan, Wirral.

15. They are supported by three Grade B Inspectors, who *inter alia* scrutinise the records and procedures of the local authorities. These are:

Paula Kadiri	North
Mark Smith	Midlands
Robin Wood	South

16. The Chief Executive and staff are covered under the provisions of the Principal Civil Service Pension Scheme for which greater detail is provided in Note 3 of the Notes to the Accounts.

17. Under the Race Relations (Amendment) Act 2000 we are required to have due regard to the need to eliminate unlawful discrimination and to provide equality of opportunity and good relations between persons of different racial groups. We must also monitor, by reference to the racial groups to which they belong, the numbers of staff in post and applicants for employment, training and promotion from each such group. We have recruited no staff over the past year. The figures are as follows:

	Total	White	Mixed ¹	Other
Staff in post	16	14	2	0
Applicants for training	4	3	1	0
Training provided ²	3	2	1	0
Applicants for promotion	0	0	0	0

Notes 1 Mixed = White and black African

2 One candidate pulled out because of sickness

18. We have always been formally committed to a policy of equal opportunity for all our staff regardless of ethnic origin, religious belief, gender, sexual orientation, disability or any other irrelevant factor. The Chief Executive takes personal responsibility in this area. He maintains a zero tolerance of any material that could be regarded as offensive on any of these grounds.

19. We have always supported the Better Payment Practice Code and its predecessor. In every case during the past year we have paid in full within the previously-agreed period, subject only to satisfactory performance by the supplier and the timely presentation of an accurate invoice. The FLA deals with 100% of invoices within 30 days. At the end of the year there were no outstanding invoices for payment from trade creditors apart from a series of invoices from our landlord in respect of disputed service charges.

20. We are committed to improving our environmental performance. During the year we continued to recycle paper, general office refuse and redundant IT equipment. In total we recycled 400 kg of paper, 100 kg of plastic and 60 kg of cardboard.

21. The FLA is a small organisation with no direct contact with the local community or public and as a result has no social or community issues to note.

Financial review

22. The accounts have been prepared in accordance with the Accounts Direction given by the Secretary of State for Culture, Media and Sport with the consent of the Treasury. Net expenditure for the year amounted to £1,205,828 (£1,079,730 in 2008/09). The increase in operating costs between the years was mainly as a result of changes to the staff grade mix.

23. The Statement of Financial Position at 31 March 2010 shows net assets of £359,380 (£304,208 in 2008/09). The Accounts also disclose the anticipated commitments falling due within one year in respect of the lease of our current Headquarters until September 2010.

Meeting our key targets

24. In the context of our funding agreement and having regard to our risk register, we identified the following five key priorities for 2009/10. How we met these is summarised in the following table. Paragraphs 27.a-e. provide further detail of our overall performance.

Priority

Outturn

Identify and develop a better system of safety certification based upon a greater use of risk assessment by the clubs.

Consultation paper on proposed new system of safety certification circulated on 1 February. Comments due by 3 May.

Ensure football clubs and authorities are seized of their responsibility for addressing persistent standing by their supporters, in particular away from home, through national and local measures.

Football authorities poised to issue long-awaited guidance to clubs based upon independent research.

68 clubs have submitted management plans to local authorities, who have asked for at least eight to be reviewed because of concerns.

Produce and promote further guidance, in particular on physical facilities, safety management issues and stewarding as required.

Guidance on Safety Management published in December 2009.

European Norm, based on our Guidance on Accessible Stadia, published mid 2009.

Expand specific advisory role beyond current remit to timetable agreed with DCMS following appropriate legislation.

No legislation yet.

Agreed with LOCOG to second certain FLA staff to assist with preparations for London Olympic Games.

Ensure that our organisation, staffing and procedures are fit for our future expanded role.

Review of our role and procedures initiated in response to findings of Hampton Review Team. All parts of the FLA involved.

Highlights of the year

25. These were the main highlights of the year:

- publishing our Guidance on Safety Management;
- issuing a consultation paper on a proposed new system of safety certification;
- agreeing with LOCOG to second some of our staff to assist with preparations for the London Olympic Games thereby contributing significantly towards meeting the Government's commitment to ensure safety and security at every Olympic venue;
- initiating a risk assessment of our contacts with local authorities, to be followed by a more fundamental review of our working patterns in response to the Hampton Review.

26. Our other achievements have included:

- initiating an audit of capacity calculations;
- reminding clubs and local authorities of the need to review their risk assessments on the securing of waste bins in concourses following the fatal accident at Stoke City;
- providing the Independent Football Ombudsman with information to assist his inquiry into a complaint about the Charlton Athletic v Crystal Palace match;
- advising three local authorities and clubs where the standing accommodation at the grounds appeared not to meet the licensing requirements;
- assisting the recasting of the training package for ground safety stewards;
- developing and providing well-received courses on various safety issues with the Emergency Planning College; and
- supporting the work of international bodies, in particular the Comité européen de Normalisation, the Council of Europe, the European Union and UEFA, in particular on steward training and access for the disabled.

Strategic priorities

27. The following more detailed achievements should be seen in the context of our five long-term strategic priorities as set out in our 2009/10 annual business plan.

a. Safety certification

To continue to work with local authorities in respect of safety certification.

- The existing system of safety certification under the Safety of Sports Grounds Act 1975 has generally worked well but requires a high level of local authority oversight. Not only is this potentially burdensome but it can leave the ground management feeling disempowered and not fully committed to the requirements imposed by others. Moreover, it no longer accords with the current approach to safety regulation under which the responsibility rests with the ground management rather than the public authorities.
- On 1 February, we circulated a detailed consultation document on a proposed new form of safety certification which would require the ground management to undertake risk assessments and produce an operations manual showing how it would provide for the safety of spectators, all of which it would submit for acceptance by the local authority. We have asked for responses by 3 May. This is compatible with the philosophy of our Guidance on Safety Management (see paragraph 27.c. below).
- Following on from our detailed audit of the records local authorities should require to be maintained under the terms of the safety certificate and which they should be inspecting (steward numbers and training, the annual structural report and test certificates, safety management and match day records), we have begun auditing the capacity calculations, to enable us to satisfy ourselves that these are currently set at an appropriate level. We have been disappointed to find that a number of local authorities no longer retain the calculations to validate the capacity set in the safety certificate (sometimes because the responsibility is now exercised by a different authority).
- There have been three significant incidents during the financial year with a safety dimension.
 - At **Exeter City v Leeds United** on 16 January there was some localised overcrowding on the visitors' terrace. The stewards and police had to intervene. The club subsequently reduced the capacity without waiting for the local authority to act.
 - At **Stoke City v Blackburn Rovers** on 6 February, a visiting supporter died after an accident involving an unsecured waste bin on the visitors' concourse. The incident is still being investigated. We issued a reminder to local authorities and clubs that they should review their risk assessment to ensure that adequate control measures are in place both to prevent the misuse of unsecured waste bins and/or their displacement in an emergency.
 - Finally at **Burnley v Blackburn Rovers** on 28 February, where there was some localised overcrowding in the visitors' concourse. The stewards and police had to intervene. The local authority are convening a meeting with the intention to reduce the capacity or implement a managed solution to prevent the problem recurring.
- We provided the Football Ombudsman with factual information to assist his inquiry into a complaint by Crystal Palace supporters about stewarding at the club's match at Charlton Athletic in January 2009. He dismissed the complaint.

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- In November 2009, we were audited by a review team under the Hampton process. This examined how we exercised our regulatory role and how we interacted with our stakeholders. Following a series of meetings and discussions with the team, the report was finally published in March 2010. While we did not necessarily agree with every recommendation, we were able to welcome its broad thrust. We have since then initiated a risk assessment of our contacts with local authorities, to inform our programme for the 2010/11 football season, and a more fundamental review of our working patterns for consideration in the autumn.
 - Although we are empowered to require a particular local authority either to provide us with specified information or to insert particular conditions in the safety certificate, once again we did not need to deploy these powers. We have always found it more effective to identify and promulgate good practice through national or regional training, through personal contact or by attending meetings of regional local authority groups.

b. Spectator accommodation

To maintain and build on the achievements of the Government's policies on spectator accommodation.

- We are aware that the Premier League has received and accepted the report that it had commissioned from a leading firm of crowd dynamic specialists on persistent standing in seated areas and that it is preparing to issue guidance on this matter to its clubs' safety officers. We await its appearance with interest.
- The deadline for Cardiff City to make its ground all seated had been extended to 31 July 2009 because it would be unable to complete its relocation before the 2008/09 season. However, the Secretary of State had emphasised and the club had agreed that there would be no further extension. We therefore issued a licence requiring the new ground to be all seated from 1 August 2009.
- Clubs in Leagues One and Two that retain some standing accommodation must bring this up to an agreed standard within three years of their promotion into the Football League. At Accrington Stanley there were two areas that did not comply. The club brought one up to the required standard. It decided not to use the other. This was accordingly excluded from the licence.
- Hereford United had declared that all its terracing was compliant. However, it became apparent that not only were there areas that did not meet the prescribed standard but that the local authority had miscalculated the capacities of certain areas. This, however, only came to light shortly before our Board was due to approve the licences. In view of the time scale, we exceptionally agreed to license two of the three terraces for six months on condition that the local authority satisfactorily recalculated the capacities. This would give the club time to resolve the problems. It duly completed the necessary work by 31 January.

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- Shortly before we issued our licences for 2009/10, we became aware that Bristol Rovers and Cheltenham Town had level standing areas which we had been licensing unknowingly for some years contrary to our original guidance. The Board took the pragmatic decision to license them for 2009/10 but to give notice that it might not do so thereafter. Since then, we have been in discussion with both local authorities but have not yet reached an acceptable solution.
 - We did not refuse or revoke any licences. Nor did we insert any conditions beyond those necessary to enforce the policies on seating and standing accommodation and those governing inspection, which are mandatory under the Football Spectators Act 1989. We monitored all clubs' compliance with the terms of their licences. We observed no breaches; nor were any drawn to our attention.
 - By 31 March 2010, there were 73 all-seated Premiership, Football League and international football grounds, including Blackpool whose three year deadline expires in 2010. With the completion of the new ground at Chesterfield and the promotion and relegations from the Football Conference, the overall number is likely to remain unchanged during 2010/11.

c. Spectator safety

To take forward the review and updating of guidance on technical, safety management, stewarding and procedural issues.

- Following an extensive consultation, we published our Guidance on Safety Management in December 2009. This emphasises the responsibility of ground management to produce a comprehensive operations manual, based upon risk assessments. It covers *inter alia* safety personnel, safety management procedures, event management, preparing for incidents, producing a safety policy statement, contingency planning, exercise planning and briefing/debriefing. It is compatible with our thinking on safety certification (see above).
- We are aware of 13,745 stewards on the books of Premier and Football League clubs. The great majority of the stewards are now trained, assessed and (at the very least) on the way to being qualified.
- It is therefore disappointing that a number of clubs have begun questioning the need for qualification. They argue that they can train and assess their stewards themselves without need for external verification. In many cases they are citing alleged lack of funding, though there have been criticisms of the standard of some of those undertaking the verification. We have made it clear that we would resist any withdrawal from external verification and qualification. Supporters have the right to expect that stewards are appropriately qualified to provide for their safety and wellbeing.
- The football authorities' training syllabus has stood the test of time well and has proved reasonably robust. However, its structure no longer accords with the groupings of the units of the National Occupational Standards at level 2 in spectator safety. We have therefore been assisting the authorities' focus group to recast the training package and to update some of the technical information and presentation techniques. A tender has been let to produce the new package.
- The number of reported injuries suffered by spectators at the grounds fell during the 2008/09 season. This partly reversed the rise in 2007/08. While the numbers remain very small relative to overall attendances, they have varied up and down over the past few years. Further detailed information is available on our website.

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- Following the publication of our 2007/08 returns, the Football Supporters' Federation complained to the UK Statistics Authority about our injury statistics and asked that the UKSA use its influence to ensure that we ceased using the information to support the Government's policy on seating – which was not the purpose for which we were collecting them. The DCMS Evidence and Analysis Unit offered to comment on the presentation of the analysis and findings with a view to helping us make some significant presentational improvements to our publication in order to increase its statistical rigour without changing the underlying analysis. We have also engaged a statistical consultant to advise if the overall presentation and rigour of our figures can be improved.

d. Wider advisory role

To maintain and enhance our position as the Government's key advisor on sports ground safety and standards.

- Ministers have recently reaffirmed that they are committed to extending our remit to the giving of advice in respect of spectator safety at grounds in the Football Conference and pyramid leagues and in other sports, as well as in other jurisdictions with the permission of the Secretary of State. We hope that the new Government will introduce legislation to this effect in the new Parliament.
- In parallel, we have seconded a number of our staff to assist the London Organising Committee for the Olympic and Paralympic Games develop its overarching strategies for obtaining the necessary licences and permissions and to advise on, *inter alia*, site-specific strategies and plans, training, stewarding and contingencies.
- We have recently been consulted by the Association of Chief Police Officers (ACPO) over its proposed new guidance on policing at football matches. We hope that this document will put an end to the disputes between individual clubs and the police over charging.
- We have strengthened our close links with the Emergency Planning College. During 2009/10 we jointly provided three training courses on Public Safety at Sports Grounds and Events and five courses on Working in Safety Advisory Groups. We received very positive feedback from those attending. They have raised our profile and we regard them as a key part of our work. We are developing further courses on safety management, fire safety and control rooms for 2010.
- Elsewhere we addressed seven national or international conferences or seminars plus nine police training courses. We participated in ten national or international committees or working parties plus several others at local level on new sports grounds. We gave three television interviews and two formal interviews to the print media, most of these around the anniversary of the Hillsborough Disaster.
- We continued to use our website to convey safety messages and to announce developments. We understand that the site was widely consulted during 2009/10, receiving some 50,000 hits per month. We also identified and quickly corrected a highly misleading entry on the FLA that had been placed on Wikipedia.
- We are delighted that in mid 2009 the Comité européen de Normalisation (CEN) adopted a technical report "Layout criteria for viewing area for spectators with special needs" based on our Guidance on Accessible Stadia. We hope that this norm will help improve the experience of disabled supporters throughout Europe.

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- Through our Chief Executive we have continued to play an active role with the Council of Europe. He is leading work on the promulgation of a Europe-wide Recommendation on Safety Officer and Steward Training. This suggests certain common core functions and minimum areas of competence; it does not seek to prescribe how the training shall be provided.

e. Management issues

To refine and modernise our corporate governance, management and delivery structures to prepare for our proposed enhanced role.

- We submitted all our planning documents (the 2008/09 annual review of performance, 2009 annual report, 2010 risk register and 2010/11 annual business plan) to DCMS as required. No concerns have been expressed on any of them. Neither our (independent) internal auditors nor our external auditors (the National Audit Office) voiced any reservations about our financial systems or accounts.
- In line with the general pressure on public expenditure, we have begun identifying potential savings in both the short and the longer term. Some of these may tie in with our review of our overall role (see paragraph 27.a. above).
- The lease on our current premises expires in September 2010. Our accommodation arrangements beyond this date are being reviewed and are under discussion with our parent department, DCMS.
- We received 12 requests for information under the Freedom of Information Act (as compared with 12 during 2008/09). Nearly all of these related to our expenditure, costs or salaries. We responded to them all within the period prescribed in the Act.
- We remain committed to the highest standards of probity, courtesy and helpfulness, in accordance with our published Code of Practice. We received no formal complaints during the year about the performance of our Members or staff on matters within our remit, though we received a number of complaints from supporters either about particular clubs or about the Government's policy on all-seated grounds.
- The Board formally reviews our health and safety at work policies on an annual basis. It decided that no amendments were required to the policies. Risk assessments had been undertaken of each Inspector's home working environment and of that in Headquarters; the annual checks and tests had been completed and documented; and the Inspectors' driving documents were held on file. The Board also approved our Green Housekeeping strategy (which it reviews every three years).
- The average number of days sickness for staff in the FLA in the financial year was 5.0. This includes two absences for staff that contracted swine flu.
- We offered a student from a London school two weeks of work experience. This proved highly successful.
- For a more detailed account of our activities during the year, see our Annual Review of Performance on our website www.flaweb.org.uk.

Data loss disclosure

28. The Football Licensing Authority has suffered no protected personal data incident during 2009/10 or prior years and has not reported any such incident to the Information Commissioner's Office.

Developments since 1 April 2010

29. We received 19 responses to our consultation paper on safety certification. Those commenting included the seven local authority regional or functional groupings, the Football Safety Officers' Association, the Health and Safety Executive and the Rugby League. Most of these appear to be generally supportive. We have arranged meetings to discuss the issues with the local authority regional chairs and with the National Executive of the FSOA.

30. Having reviewed the physical and safety management arrangements at Bristol Rovers FC and Cheltenham Town FC, having taken account of the Green Guide and having received certain assurances from the clubs about how they manage the areas concerned, the Board decided to continue licensing the level standing areas at both grounds until such time as the grounds are redeveloped.

31. On 13 May 2010 the title of the Secretary of State for Culture, Media and Sport was changed to the Secretary of State for Culture, Olympics, Media and Sport.

32. DCMS has notified the FLA that its 2010/11 budget will be reduced by 3%, in line with budget reductions to all DCMS sponsored bodies.

JOHN DE QUIDT
Chief Executive

25 June 2010

Statement of policy on the remuneration of senior members

1. For the purposes of the Remuneration report, the senior managers of the Football Licensing Authority are the Chairman, Board Members and the Chief Executive. All emolument figures below have been audited by the National Audit Office.

Chairman

2. The Chairman is appointed by the Secretary of State for a 3 year term. Chairmen can only be re-appointed for one further period of 3 years. On 16 April 2006, Mr Anthony Speed was so re-appointed for his second period of office. On 17 April 2009 Mr Paul Darling, who was already a Member, was appointed Chairman.

3. The Chairman's salary of £18,130 for the year is based on a commitment of 1 day a week and any increases are authorised by the Senior Salaries Review Body.

4. The Chairman receives normal travel and subsistence expenses as required but does not receive any benefit in kind.

5. The Chairman's post does not carry any entitlement to pension.

Board Members

6. Board Members are likewise appointed by the Secretary of State for a 3 year term and may only serve a maximum of two periods of 3 years each.

7. Board Members are paid a daily fee as authorised by DCMS and increases are authorised by the Senior Salaries Review Body.

8. Board Members receive normal travel and subsistence payments where appropriate but do not receive any benefit in kind.

9. Board Members do not have any provision for an FLA pension.

10. Details of the current year's emoluments paid to Board Members are as follows:

Board Member	Emoluments £
Mr B Batson	1,192
Dr J Dickie	1,987
Dr P Lane	1,192
Mr P Rowley	2,120
Ms J Summerell	3,572
Mr R Wilkie	1,325
Mr D Wilson	2,120
Mr J Woodrow	2,252

Chief Executive

11. The Chief Executive is a senior civil servant on loan to the FLA and is required to give 3 months notice. As such he receives a salary authorised by the DCMS Senior Civil Service Pay Committee. DCMS have the final responsibility for determining the basis and amount of the pay award and performance bonus, which is based on agreed performance indicators.

12. The Chief Executive does not receive any benefit in kind.

13. The Chief Executive, as a senior civil servant, is eligible for a pension provided by the Principal Civil Service Pension Scheme. The scheme is an unfunded multi-employer benefit scheme. Employers' contributions are assessed by the Scheme Actuary and are based on a percentage of pensionable pay, according to pay bands.

14. Full details of the Chief Executive's pay and pension costs are as follows:

	2010	2009
Salary Details	£	£
Salary	76,689	75,556
Performance Bonus	6,000	7,000
Total	82,689	82,556
Pension Details	£ (k)	£ (k)
Real increase in pension at 60	0 – 2.5	0 – 2.5
Real increase in pension lump sum at 60	2.5 – 5.0	0 – 2.5
Pension at 31 March 2010	30 – 35	30 – 35
Lump sum at 31 March 2010	100 – 105	95 – 100
Cash equivalent transfer value at 31 March 2009*	738	690
Cash equivalent transfer value at 31 March 2010	811	738
Real increase in cash equivalent transfer value	33	1

*The figure may be different from the closing figure in last year's accounts. This is due to the CETV factors being updated to comply with the Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008.

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (“CETV”) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member’s accrued benefits and any contingent spouse’s pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. The figures include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the Civil Service pension arrangements. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost. CETVs are calculated in accordance with the Occupational Pension Schemes (Transfer Values) (Amendment) Regulations and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are drawn.

Real increase in CETV

This reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

JOHN DE QUIDT
Chief Executive

25 June 2010

Statement of responsibilities

Statement of responsibilities of the Football Licensing Authority and its Chief Executive with respect to the accounts

Under paragraph 23 of Schedule 2 to the Football Spectators Act 1989 the Football Licensing Authority is required to prepare a statement of accounts for each financial year in the form and on the basis directed by the Secretary of State, with the approval of the Treasury. The accounts are prepared on an accruals basis and must show a true and fair view of the state of affairs of the Football Licensing Authority at the year end and of its income and expenditure and cash flows for the financial year.

In preparing the accounts the Board and Accounting Officer are required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the Accounts Direction issued by the Secretary of State, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards as set out in the Government Financial Reporting Manual have been followed, and disclose and explain any material departures in the accounts;
- prepare the accounts on a going concern basis, unless it is inappropriate to assume that the Football Licensing Authority will continue in operation.

The Chief Executive has been designated by the Accounting Officer for the Department for Culture, Media and Sport as the Accounting Officer for the Football Licensing Authority. His relevant responsibilities as Accounting Officer, including his responsibility for the propriety and regularity of the public finances for which he is answerable and for the keeping of proper records, are set out in Managing Public Money.

JOHN DE QUIDT
Chief Executive

25 June 2010

1. Scope of responsibility

The FLA is a relatively small organisation with 16 members of staff. As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of the Football Licensing Authority's policies, aims and objectives, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Managing Public Money and ensuring compliance with the requirements of the FLA's Management Statement and Financial Memorandum and schedules 1 and 2 to the Secretary of State's Accounts Direction.

2. The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the FLA's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. Such a system of internal control has been in place in the Football Licensing Authority for the year ended 31 March 2010 and up to the date of approval of the Annual Report and Accounts, and accords with Treasury guidance.

3. The capacity to handle risk

As Accounting Officer I undertake a full risk management review each year as the first stage of the FLA's planning cycle. This examines both the "risks" to the FLA from its policies and operations and those related to its constitution and internal management. The review sets out the chain of responsibility within the FLA for the management of risk. The review is then presented to the Board for their endorsement, prior to seeking formal clearance from DCMS.

In this context, "risks" include hazards, uncertainties and opportunities. In practice, however, most of the risks confronting the FLA are potentially negative. Given the Government, media and public's general attitude to safety, the FLA has to adopt a generally risk averse approach.

4. The risk and control framework

As part of its oversight of spectator safety at football grounds that host designated matches, the FLA is required to manage risks which may have an impact upon the public. In this context it ensures that local authorities issue, monitor, review and enforce safety certificates to a reasonable standard. Its Inspectors undertake visits to grounds both on match days and when they are empty to ensure that responsibility for spectator safety is taken seriously. They also consult with the relevant local authorities as part of their work. The majority of the risks faced by the FLA are framed in this context and we intend to introduce a formal risk assessment framework in 2010-11. All FLA staff have access to any training necessary for them to undertake their official duties.

The FLA's management of risk is embedded in policymaking, planning and delivery as follows:

- the policy statement seeks to balance our desire for less prescription and more risk taking with the constraints imposed by the political, media and legal climate in which we operate, which push us towards a generally risk averse approach. Within this context, the statement seeks to reflect the growing emphasis on risk assessment by those who are directly responsible and our role as adviser and facilitator and not merely as regulator;
- the main risk register identifies the risks that might prevent us from achieving each of our five strategic priorities and/or the opportunities of which we might take advantage. Our objective must be to bring each risk down to a reasonably acceptable level at which it can be managed or controlled; and
- the FLA does not hold any confidential personal information other than that relating to its own staff. The FLA's internal auditors conducted a review of IT systems during the year which found the Authority's standards of data security to be adequate.

5. Review of effectiveness

As Accounting Officer, I also have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the FLA's executive managers who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letters and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the FLA Board and the Audit Committee.

For the year 2009/10 the FLA's internal auditors carried out a review of the FLA's corporate governance, financial and IT systems. They made a number of minor recommendations, including one on the segregation of financial authorisation duties. These are being addressed in the current financial year.

The FLA was audited by a review team under the Hampton process in November 2009. This produced a number of recommendations, with many but not all of which we agreed, on the need for a more risk-based approach, the need to resolve the alleged confusion about our role in the field and the issue surrounding the relationship between Headquarters and the Inspectorate; the nature and level of our contact with our "stakeholders"; and our role and remit both now and in the future. In response we have established a small working party to consider the risk assessment element in the first instance. We will undertake a more fundamental review of our working patterns in the autumn.

The FLA's Audit Committee met twice during the year to discuss the issues raised by the internal and external auditors and to agree the audit plans for the coming year.

JOHN DE QUIDT
Chief Executive

25 June 2010

Certificate and Report of the Comptroller and Auditor General

Football Licensing Authority

THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO HOUSES OF PARLIAMENT

I certify that I have audited the financial statements of the Football Licensing Authority for the year ended 31 March 2010 under the Football Spectators Act 1989 (as amended by the Government Resources and Accounts Act 2000). These comprise the Net Expenditure Account, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Taxpayers' Equity and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

Respective responsibilities of the Chief Executive and auditor

As explained more fully in the Statement of Chief Executive's Responsibilities, the Chief Executive is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the Audit of the Financial Statements

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

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income reported in the financial statements have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Opinion on Regularity

In my opinion, in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Opinion on Financial Statements

In my opinion:

- the financial statements give a true and fair view of the state of the Football Licensing Authority's affairs as at 31 March 2010 and of its deficit, changes in taxpayers' equity and cash flows for the year then ended; and

-
- the financial statements have been properly prepared in accordance with the Football Spectator's Act 1989 (as amended) and the Secretary of State for Culture, Olympics, Media and Sport's direction issued thereunder.

Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with the Secretary of State for Culture, Olympics, Media and Sport's directions issued under the Football Spectators Act 1989 (as amended); and
- the information given in the Chief Executive's Report, the Financial Review and Management Issues included within the Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records or returns; or
- I have not received all of the information and explanations I require for my audit; or
- the Statement on Internal Control does not reflect compliance with HM Treasury's guidance.

Report

I have no observations to make on these financial statements.

Amyas C E Morse
Comptroller and Auditor General
National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP

30 June 2010

Net Expenditure Account
For the year ended 31 March 2010

	Notes	2009-10 £	2008-09 £
Expenditure			
Staff costs	3	861,499	769,683
Depreciation	6	8,707	6,182
Other expenditures	4	367,789	354,203
		<u>1,237,995</u>	<u>1,130,068</u>
Income			
Income from activities	5	22,400	43,636
Income from sale of publications	5	9,631	896
		<u>32,031</u>	<u>44,532</u>
Net Expenditure		1,205,964	1,085,536
Cost of capital	4	11,613	8,468
Less Interest receivable	5	136	5,806
		<u>1,217,441</u>	<u>1,088,198</u>
Net Expenditure after cost of capital charge and interest		1,217,441	1,088,198
Removal of capital charge		(11,613)	(8,468)
Net Expenditure for the financial year		<u>1,205,828</u>	<u>1,079,730</u>

The notes on pages 29 to 37 form part of these Accounts

Statement of Financial Position

As at 31 March 2010

	Notes	2009-10 £	2008-09 £	2007-08 £
Non-current Assets				
Property, plant and equipment	6	25,880	32,661	19,094
Total non-current assets		25,880	32,661	19,094
Current Assets				
Trade and other receivables	8	56,799	81,793	49,037
Cash and equivalents	9	359,096	261,131	206,418
Total current assets		415,895	342,924	255,455
Current liabilities				
Trade and other payables	10	82,395	71,377	121,611
Total current liabilities		82,395	71,377	121,611
Assets less liabilities		359,380	304,208	152,938
Reserves				
General reserve		359,380	304,208	152,938

The financial statements on pages 25 to 26 were approved by the Board on 8 June 2010 and were signed on its behalf by:

JOHN DE QUIDT
Chief Executive
25 June 2010

The notes on pages 29 to 37 form part of these Accounts

Statement of Cash Flows

For the year ended 31 March 2010

	Notes	2009-10 £	2008-09 £
Cash flows from operating activities			
Net deficit after cost of capital and interest		(1,217,441)	(1,088,198)
Adjustments for non cash items	4	20,320	14,650
Adjustments for interest	5	(136)	(5,806)
(Increase)/Decrease in trade and other receivables	8	24,994	(32,756)
Increase/(Decrease) in trade payables	10	11,018	(50,234)
Net cash outflow from operating activities		(1,161,245)	(1,162,344)
Cash flows from investing activities			
Purchase of property, plant and equipment	6	(1,926)	(19,749)
Interest		136	5,806
Net cash outflow from investing activities		(1,790)	(13,943)
Cash flows from financing activities			
Grants from parent Department		1,261,000	1,231,000
Net cash inflow from financing activities		1,261,000	1,231,000
Net financing			
Net increase/(decrease) in cash and cash equivalents in the period		97,965	54,713
Cash and cash equivalents at the beginning of the period		261,131	206,418
Cash and cash equivalents at the end of the period	9	359,096	261,131

The notes on pages 29 to 37 form part of these Accounts

Statement of Changes in Taxpayers' Equity
For the year ended on 31 March 2010

	Notes	General Reserve £
Balance at 31 March 2008		163,121
Effect of changes in accounting policy	2	(10,183)
Restated balance at 1 April 2008		152,938
Total recognised income and expense for 2008/09		(1,079,730)
Grant from parent		1,231,000
Balance at 31 March 2009		304,208
Total recognised income and expense for 2009/10		(1,205,828)
Grant from parent		1,261,000
Balance at 31 March 2010		359,380

Notes to the Accounts

1. Statement of accounting policies

These financial statements have been prepared in accordance with the 2009-10 Government Financial Reporting Manual (FReM) issued by the Treasury. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. They are also prepared in accordance with the Football Spectators Act 1989 and directions issued by the Secretary of State for Culture, Media and Sport. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the FLA for the purposes of giving a true and fair view has been selected. The particular policies adopted by the FLA are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

1.1 Accounting convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment, intangible assets and inventories.

Government Grants

All income and expenditure is accounted for on an accruals basis, net of VAT. The Treasury has judged that grant in aid should be recognised as financing and therefore credited directly to reserves as opposed to income.

Revenue Recognition

Revenue represents the fair value of consideration received or receivable for services provided and goods sold. All revenue is recognised upon receipt.

Property, Plant and Equipment

Property, plant and equipment above £500 are capitalised. Items of property, plant and equipment are initially recognised at cost. They are subsequently carried at fair value. The Board Members are of the opinion that the depreciated historical cost of property, plant and equipment provides a suitable proxy for fair value given their low value.

Depreciation

Depreciation is provided on all plant and equipment so as to write off the cost of each asset in equal instalments over its estimated useful life. Depreciation is applied to new assets pro rata in the year of purchase. The rates used were as follows:

Fixtures and fittings	– 10%
Plant and machinery	– 25%

Operating Leases

Operating lease rentals are charged to the profit and loss account in the period to which they relate.

Impact of new International Financial Reporting Standards

Standards not yet adopted

The following pronouncements from the IASB will become effective for future financial reporting periods and have not yet been adopted by the Football Licensing Authority:

IAS 24 (Amendment): related party disclosure. The revision of IAS 24 simplifies and clarifies the definition of a related party and provides government-related entities with partial exemption from the disclosure requirements relating to related party transactions and outstanding balances (including commitments). The effective date is 1 January 2011 and the FLA shall adopt this interpretation when included in the FReM.

IAS 7 (Amendment): statement of cash flows. The amendment clarifies that only expenditure that results in the recognition of an asset (rather than simply to generate future income and cash flows) can be classified as a cash flow from investing activities. The effective date is 1 January 2010 and the FLA shall adopt this interpretation when included in the FReM.

In addition the following chapters in the FReM have been amended, effective from 1 April 2010 and therefore relevant for the 2010/11 financial year:

Chapter 8: Impairments. An adaption of IAS 36 Impairment of Assets to allow the scoring of all impairments that are caused by a clear consumption of economic benefit to the Operating Cost Statement.

Chapter 11: Income and Expenditure. The removal of Cost of Capital charging from accounts.

Chapter 13: Accounting for consolidated fund revenue. An introduction of trust statements for revenue (and some associated expenditure) collected by entities that is due to the Consolidated Fund, and where the entity undertaking the collection is consequently acting as an agent rather than principal on behalf of the Consolidated Fund.

The FLA is currently assessing the impact of these amendments, revisions and interpretations on its financial statements but at this stage, does not consider that they will have a significant material effect, with the exception of any potential additional disclosure requirements. There are no other standards and interpretations in issue but not yet adopted that the Football Licensing Authority anticipate will have a material effect on the reported income or net assets of the organisation.

1.1.a Capital charge

A charge, reflecting the cost of capital utilised by the FLA, is included in the Expenditure Account. The charge is calculated at the real rate set by the Treasury (currently 3.5%) on the average carrying amount of all the assets less liabilities, except for:

- a property, plant and equipment and intangible assets where the cost of capital charge is based on opening values, adjusted pro rata for in-year:
 - additions at cost
 - disposals as valued in the opening balance sheet (plus any subsequent capital expenditure prior to disposal)

- impairments at the amount of the reduction of the opening balance sheet value (plus any subsequent capital expenditure)
- depreciation of property, plant and equipment and amortisation of intangible assets.

1.1.b Pensions

Past and present employees are covered by the provisions of the Principal Civil Service Pension Scheme. The defined benefit schemes are unfunded and non-contributory except in respect of dependent's benefits (see Note 3).

2. First-time adoption of IFRS

	General Fund
	£
Taxpayers' equity at 31 March 2009 under UK GAAP	320,785
Adjustments for:	
IAS 19 – Employee benefits	(16,577)
Taxpayers' equity at 1 April 2009 under IFRS	304,208
Net Expenditure for 2008-09 under UK GAAP	(1,073,336)
Adjustments for:	
Accrued leave*	(6,394)
Net Expenditure for 2008-09 under IFRS	(1,079,730)

* The only difference in the cashflow statement between UK GAAP and IFRS is that of the holiday pay accrual. This item has no net impact upon cash movement in either the 2008-09 or 2009-10 financial year.

3. Staff numbers and related costs

Staff costs comprise:

	2009-10		£
	£	£	
	Permanently Employed Staff	Others (Chair and Board)	Total
Wages, salaries and Fees	651,984	33,897	685,881
Social security costs	53,568	2,297	55,865
Other pension costs*	131,753	0	131,753
Sub total	837,305	36,194	873,499
Less recoveries in respect of outward secondments	(12,000)	0	(12,000)
Total net costs	825,305	36,194	861,499

	2008-09		£
	£	£	
	Permanently Employed and Seconded Staff	Others (Chair and Board)	Total
Wages, salaries and Fees	556,971	29,820	586,791
Wages, salaries (seconded staff)	11,107	0	11,107
Social security costs	47,748	2,054	49,802
Other pension costs*	121,983	0	121,983
Total net costs	737,809	31,874	769,683

* The Civil Service Pension Schemes are unfunded multi-employer defined benefit schemes of which the FLA is unable to identify its share of the underlying assets and liabilities. A full actuarial valuation was carried out as at 31 March 2007. Details can be found in the resource accounts of the Cabinet Office: Civil Superannuation (www.civilservice-pensions.gov.uk).

For 2009-10, employer's contributions of £131,753 were payable to the PCS (2008-09 £121,983) at one of four rates in the range 16.7% to 24.3% (2008-09 were between 17.1% to 25.5%) of pensionable pay, based on salary bands. The Scheme's Actuary reviews employer contributions every four years following a full scheme valuation. Employees joining after 1 October 2006 could opt to open a partnership pension account, a stakeholder pension with an employer contribution. No member of staff has taken up this option to date.

Pension benefits are provided through the Civil Service pension arrangements. From 30 July 2007, civil servants may be in one of four defined benefit schemes; either a 'final salary' scheme (**classic**, **premium** or **classic plus**); or a 'whole career' scheme (**nuvos**). These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under **classic**, **premium**, **classic plus** and **nuvos** are increased annually in line with changes in the Retail Prices Index (RPI). Members joining from October 2002 may opt for either the appropriate defined benefit arrangement or a good quality 'money purchase' stakeholder pension with a significant employer contribution (**partnership** pension account).

Employee contributions are set at the rate of 1.5% of pensionable earnings for **classic** and 3.5% for **premium**, **classic plus** and **nuvos**. Benefits in **classic** accrue at the rate of 1/80th of final pensionable earnings for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For **premium**, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike **classic**, there is no automatic lump sum. **Classic plus** is essentially a hybrid with benefits in respect of service before 1 October 2002 calculated broadly as per **classic** and benefits for service from October 2002 calculated as in **premium**. In **nuvos** a member builds up a pension based on their pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member's earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is uprated in line with RPI. In all cases members may opt to give up (commute) pension for lump sum up to the limits set by the Finance Act 2004.

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over pension age. Pension age is 60 for members of **classic**, **premium** and **classic plus** and 65 for members of **nuvos**.

Further details about the Civil Service pension arrangements can be found at the website (www.civilservice-pensions.gov.uk)

Average number of persons employed

The average number of whole-time equivalent persons employed during the year was as follows.

	Permanent	
	2009-10	2008-09
	Staff	Total
Directly employed	16	16
Seconded	0	0
	Permanent	
	2008-09	Total
	Staff	
Directly employed	12.5	12.5
Seconded	0.5	0.5

4. Other Expenditure

	2009-10	2008-09
	£	£
Running costs		
Travel and subsistence*	102,141	95,215
Rent and rates	91,156	91,246
Training and recruitment	6,706	10,261
Accommodation, cleaning, heating and lighting	46,618	54,895
External audit fees**	8,900	6,900
Internal audit fees	10,298	10,194
Other professional fees	37,111	9,435
Postage and telephone	21,952	20,334
Office supplies, printing and stationery	42,866	54,360
Corporation Tax	41	1,363
Total other operating payments	367,789	354,203

* includes Board Member travel and subsistence of £7,295

** includes £2,500 for IFRS Trigger Point 4 audit

Non-cash items

Depreciation	8,707	6,182
Cost of Capital charges	11,613	8,468
Total	388,109	368,853

5. Income

	2009-10	2008-09
	£	£
Interest	136	5,806
Sale of publications	9,631	896
Other income	22,400	43,636

The FLA charges for the issue of licences to admit spectators to watch designated football matches. In the year ended 31 March 2010 94 licences were issued to clubs/stadia for a fee of £100 each. In accordance with the FLA's Financial Memorandum, these fees have been paid into the Consolidated Fund via the Department for Culture, Media and Sport and are therefore not recognised as income in the FLA's accounts.

6. Plant and equipment

2009-10	Plant and Machinery	Furniture and Fittings	Total
	£	£	£
Cost or valuation			
At 1 April 2009	40,492	22,867	63,359
Write back of previously written down assets	9,100	0	9,100
Additions	1,926	0	1,926
Disposals	0	0	0
At 31 March 2010	51,518	22,867	74,385
Depreciation			
At 1 April 2009	19,265	11,433	30,698
Write back of previously written down assets	9,100	0	9,100
Charged in year	6,420	2,287	8,707
Disposals	0	0	0
At 31 March 2010	34,785	13,720	48,505
Net book value at 31 March 2009	21,227	11,434	32,661
Net book value at 31 March 2010	16,733	9,147	25,880
All assets are owned by the FLA.			

2008-09	Plant and Machinery	Furniture and Fittings	Total
	£	£	£
Cost or valuation			
At 1 April 2008	80,403	22,867	103,270
Additions	19,749	0	19,749
Disposals	(59,660)	0	(59,660)
At 31 March 2009	40,492	22,867	63,359
Depreciation			
At 1 April 2008	75,030	9,146	84,176
Charged in year	3,895	2,287	6,182
Disposals	(59,660)	0	(59,660)
At 31 March 2009	19,265	11,433	30,698
Net book value at 31 March 2008	5,373	13,721	19,094
Net book value at 31 March 2009	21,227	11,434	32,661

7. Financial instruments

As the cash requirements of the FLA are met through Grant in Aid received from the Department for Culture, Media and Sport, financial instruments play a more limited role in creating risk than would apply to a non-public sector body of a similar size. The majority of financial instruments relate to contracts to buy non-financial items in line with the FLA's expected purchase and usage requirements and the FLA is therefore exposed to little credit, liquidity or market risk. All cash is held by the FLA's banker and the FLA has not suffered cash loss in relation to these cash holdings.

8. Trade receivable and other current assets

	2009-10	2008-09
	£	£
Amounts falling due within one year:		
Prepayments*	37,814	39,257
Other receivables	18,985	42,536
Total	56,799	81,793

* all of which relates to goods and services.

9. Cash and cash equivalents

	2009-10	2008-09
	£	£
Balance at 1 April	261,131	206,418
Net change in cash and cash equivalents	97,965	54,713
Balance at 31 March	359,096	261,131
The following balances at 31 March were held at:		
Commercial banks and cash in hand	359,096	261,131
Balance at 31 March	359,096	261,131

10. Trade payables and other current liabilities

	2009-10	2008-09
	£	£
Amounts falling due within one year:		
Other taxation and social security	28,434	33,916
Trade payables*	30,515	20,884
Accrued annual leave	23,446	16,577
Total	82,395	71,377

* goods and services of which £6,400 is due to Government funded bodies and £24,115 to private bodies.

11. Commitments under leases

Total future minimum lease payments under operating leases are given in the table below for each of the following periods.

	2009-10	2008-09
	£	£
Obligations under operating leases comprise:		
Buildings		
Not later than one year	35,837	0
Later than one year and not later than five years	0	106,369
Later than five years	0	0
Total	35,837	106,369
Other		
Not later than one year	1,438	4,198
Later than one year and not later than five years	360	0
Later than five years	0	0
Total	1,798	4,198

12. Capital commitments

There were no capital commitments at 31 March 2010.

13. Related-party transactions

The FLA is a Non Departmental Public Body of the Department for Culture, Media and Sport which is regarded as a related party with which the FLA has had various material transactions during the year. In addition the FLA had a small number of material transactions with the Department for Work and Pensions, the London Organising Committee of the Olympic and Paralympic Games and the Cabinet Office.

No Board Members, key manager or other related parties has undertaken any material transactions with the FLA during the year.

14. Post Balance Sheet events

On 16 June 2010 the Department for Culture, Media and Sport approved the move from the FLA's existing accommodation at Harcourt House to Oceanic House. The move will take place at the end of September 2010. The estimated cost for building work, removals and dilapidations are £35,000.

The accounts were authorised for issue on 30 June 2010.



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