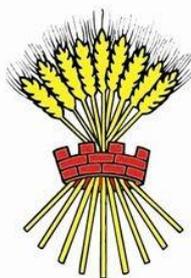


RYEDALE
DISTRICT
COUNCIL



Photograph by rjbphotographic.co.uk

Statement of Accounts 2019/20

Ryedale District Council

Continuing to do what matters for Ryedale

Narrative Report	2-10
Statement of Responsibilities	11
Core Financial Statements and Explanatory Notes	
Movement in Reserves Statement	12
Comprehensive Income and Expenditure Statement	13
Balance Sheet	14
Cash Flow Statement	15
Notes (including a summary of significant accounting policies and other explanatory information)	16-74
Supplementary Statements	
Collection Fund Statement and Notes	75-77
Annual Governance Statement	78-99
Independent Auditor's Report to Ryedale District Council	100-103
Supplementary Information to the Statements	
Analysis of Income and Expenditure on the individual services of the Cost of Services	104-105
Glossary of Terms	106-112

1. Introduction

The Narrative Report provides an explanation of the purpose of the primary and supplementary statements, along with key financial information, creating a link between internal financial reporting and the statutory accounts. It also provides information on the Authority, its main objectives and strategies and the principal risks that it faces. This includes commentary on how the Authority has used its resources to achieve its desired outcomes in line with its objectives and strategies.

2. Explanation of the Financial Statements

The Council's accounts for the year ended 31 March 2020 are set out on pages 12 to 77. They have been compiled using the *Code of Practice on Local Authority Accounting in the UK 2019/20* (the Code). A summary of the statements in the accounts and an explanation of their purpose is highlighted below:

- the **Statement of Responsibilities for the Accounts** - sets out the respective responsibilities of the Authority and the Chief Financial Officer.
- the **Movement in Reserves Statement** - this statement shows the movement from the start of the year to the end on the different reserves held by the Authority analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves'. This statement shows how the movements in year of the Authority's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to council tax for the year. The Increase/Decrease line shows the statutory General Fund Balance movements in the year following those adjustments.
- the **Comprehensive Income and Expenditure Statement** - this statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement. The Cost of Services on the face of the Comprehensive Income and Expenditure Statement is analysed on the basis of the organisational structure under which the Authority operates and manages its services.
- the **Balance Sheet** - the Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets (assets less liabilities) are matched by the reserves held by the Authority. Reserves are reported in two categories. The first category of reserves are useable reserves, i.e. those that the Authority may use to provide services subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves is those that the Authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve) where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.
- the **Cash Flow Statement** - which shows the changes in cash and cash equivalents of the Authority during the reporting period. The statement shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating,

investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Authority.

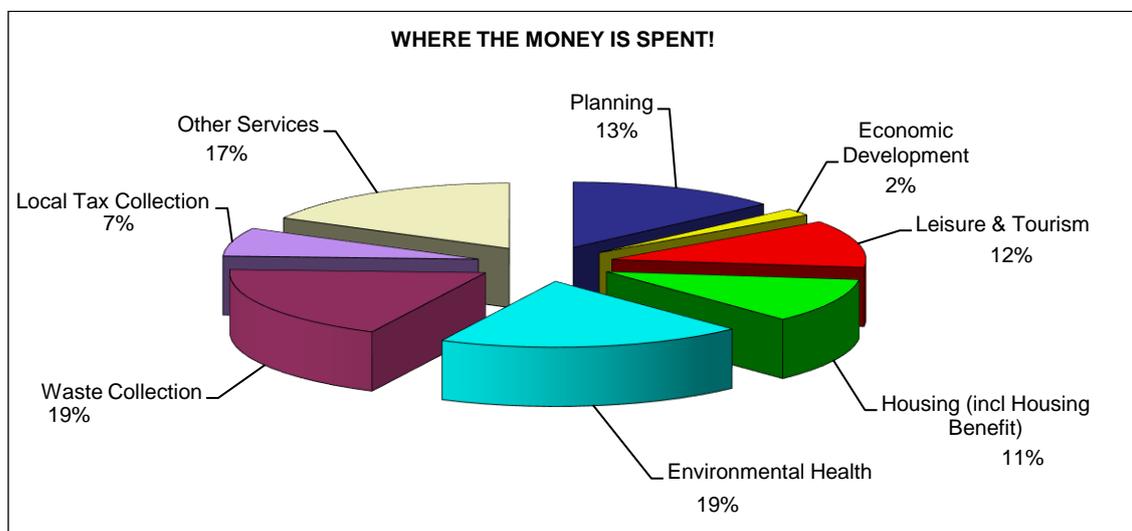
- the **Expenditure & Funding Analysis** - the objective of the Expenditure and Funding Analysis is to demonstrate to council taxpayers how the funding available to the Authority (i.e. government grants, rents, council tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes between the Council's services. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.
- The **Notes to the Core Financial Statements** – these provide further details and explanation of the figures included in the core financial statements.

Supplementary Statements:

- the **Collection Fund Statement** - is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers and distribution to local authorities and the Government of council tax and non-domestic rates.
- the **Annual Governance Statement** - which sets out the internal control framework operated by the Authority and explains how an effective system of internal financial control is maintained.

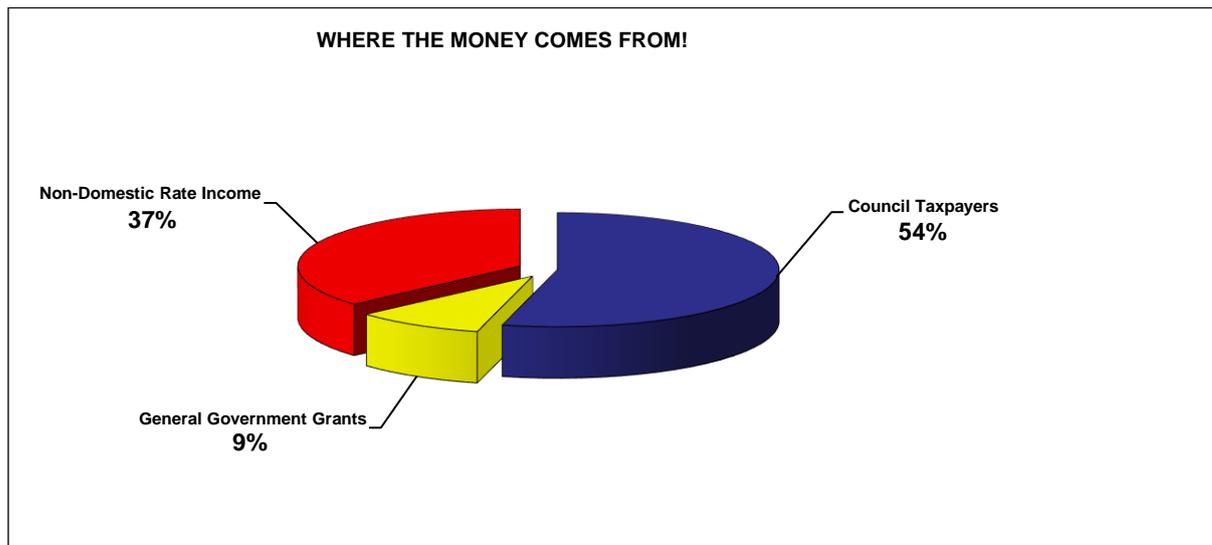
3. General Fund Revenue Expenditure in 2019/20

The net cost of the Authority's revenue activities was £8.305m, this being spent on services as summarised in the chart below:



A more detailed analysis of the Net Cost of Services is shown on pages 104 and 105 of this document.

After adjusting for the payment of parish precepts of £1.058m, the receipt of investment income (£0.262m) and the net debit from appropriations £0.773m the amount met from Taxation and Non-Specific Grant Income was £9.874m, which is funded as follows:



The above chart shows that, of the funding to meet the Authority's net revenue expenditure, around 54% (£5.330m) was provided by the Council Taxpayers, an additional 37% (£3.617m) from the Authority's share of Non-Domestic Rates from the Business Rates Retention Scheme, some 9% (£0.927m) from non-ringfenced general government grants such as the Revenue Support Grant.

4. Revenue Budget Compared to Actual Income and Expenditure

The main components of the revenue budget for 2019/20 and how these compared with the actual expenditure are set out below:

	Original Budget £000	Actual £000	Difference £000
Net Cost of Services	8,214	8,305	91
Other Operating Expenditure:			
Precepts paid to Parish Councils	1,058	1,058	-
Capital Receipts unattached to non-current assets	-	(22)	(22)
(Gains) / Losses on disposal of non-current assets	-	-	-
	1,058	1,036	(22)
Financing and Investment Income & Expenditure			
Interest Payable	73	65	(8)
Pensions interest cost & expected return on pension assets	490	392	(98)
Income from Investments	(198)	(262)	(64)
Impairment Losses on Financial Instruments	-	59	59
Income and expenditure in relation to investment properties	(35)	2	37
	330	256	(74)
Taxation & Non Specific Grant Income			
Council Precept	(5,330)	(5,330)	-
Collection Fund Surplus	-	-	-
Retained Business Rates	(3,702)	(3,617)	85
Revenue Support Grant	-	-	-
Other General Government Grants	(927)	(927)	-
	(9,959)	(9,874)	85
(Surplus) / Deficit on Provision of Services	(367)	(277)	80
(Surplus) / Deficit on revaluation of property, plant & equipment assets	-	(892)	(892)
(Surplus) / Deficit on revaluation of available for sale financial assets	-	-	-
Actuarial (gains) / losses on Pensions assets / liabilities	-	(3,683)	(3,683)
Total Comprehensive Income and Expenditure	(357)	(4,852)	(4,662)
Adjustments between accounting basis and funding basis under regulations - transfers to (+) or from (-) unusable reserves	4,056	3,998	(58)
Contributions to (+) or from (-) earmarked reserves	(3,699)	854	4,553
Increase/Decrease in General Fund Balance for Year	-	-	-

In overall terms, after taking account of carry forward budgets, the Council achieved a surplus of £31k for the financial year when comparing budgeted (planned) expenditure with actual expenditure. The surplus for the year has been allocated to Strategic Reserve.

Supplementary information regarding the actual Net Cost of Services is shown at the end of this document on pages 104 and 105.

There are no material assets acquired or liabilities incurred that warrant specific disclosure and explanation.

5. Reserves

The balance of General Fund Earmarked Reserves during 2019/20 has increased by £0.855m from £14.934m to £15.788m at 31 March 2020.

During the year, the following major transfers between reserves included:

- A number of smaller reserves with a total value of £2.323 were consolidated to form a single Strategic Reserve, approved a part of the 2019/20 budget. The creation of the Strategic Reserve was to support future budget priorities and remove historical legacy reserves.
- Major drawings were limited to a sum of £0.265m from the Capital Fund to finance the Capital Programme, £0.638m from Collection Fund Equalisation Reserve in relation to distribution of collection fund deficits between financial years and £0.107m to fund District Election costs.
- Major contributions to reserves and balances included the transfer of £0.288m into the Capital Fund to finance the capital programme, the transfer of £0.673m into the New Homes Bonus Reserve. The budgeted surplus of £0.671m was transferred to the Collection Fund Equalisation Reserve to mitigate against future funding risk, with the remaining general fund surplus of £0.031m being transferred to Strategic reserve.

For further details regarding the purpose and balances of the Authority's reserves see Note 10 to the Accounts.

6. Pension Liability

The Authority participates in the Local Government Pension Scheme, administered by North Yorkshire County Council. The Pension Liability shown in the Balance Sheet decreased from £15.725m as at 31 March 2019 to £13.291m as at 31 March 2020. This decrease of £2.434m is matched by a decrease in the level of the Pension Reserve and does not represent a decrease in the Authority's cash reserves or impact on the council tax.

7. Capital Expenditure

The original capital budget for the financial year 2019/20 totalled £3.051m. The initial plans were revised to incorporate expenditure re-profiled from the previous year of £0.487m, along with an additional supplementary estimate of £0.291m. This resulted in a revised total revised budget of £3.829m.

The total final outturn position against the capital programme was £1.163m, of which the major items relate to £647k invested in Housing Grants and Loans, primarily funded by capital grants, along with the purchase of property for re-development as affordable housing £0.185m, and waste and recycling vehicles and equipment £0.139m.

A number of projects have been re-profiled to progress in the next financial year, including Property Condition Survey (£0.590m), Waste & Recycling projects (£0.237m), IT Infrastructure Strategy (£0.061m), Vehicle replacement programme (£0.186m), Community led housing fund (£0.289m) and purchase of affordable housing exception sites (£0.100m). Funds have been de-committed for Helmsley CPO (£1.011m) and Assembly & Milton Rooms works (£0.340m).

Of the £1.163m capital expenditure incurred some £0.059m was funded through capital receipts, £0.265m from Earmarked Reserves with a further £0.776m being financed by external grants and contributions, and £0.063m from revenue.

The table below summarises the approved resources available for the 2020/21 Capital Programme and the indicative programme to 2022/23. This level of resources ensure that overall planned spending and funding are in balance.	2020/21 £000	2021/22 £000	2022/23 £000
<i>No revenue consequences</i>			
Capital receipts	40	40	40
Grants and Contributions	496	496	496
Council Resources	2,785	475	110
Total	3,321	1,011	646
<i>With revenue consequences</i>			
Prudential Borrowing	0	0	0
Total	0	0	0
Total	3,321	1,011	646

8. Changes in Accounting Policy

There have been no significant changes in Accounting Policy for the 2019/20 Accounts.

9. Sustainability

Sustainable Procurement is a process where organisations procure their need for goods and services in a way that not only achieves value for money based on whole life costs but that also creates benefits, not only to the organisation, but also which takes into account the wider outcomes whether these are social, economic or environmental impacts that these purchases have on people and communities. This generally means improving the efficiency of public procurement, by optimising public market power to bring about major environmental and social benefits locally and globally

Ryedale District Council is addressing this through:

- Embedding effective sustainability procurement practice within our procurement process, ensuring our procurement activity is outcome focussed with well-defined deliverables that cover environmental, social and economic issues.
- Raising awareness within the authority
- Embedding of the considerations contained within the Public Services (Social Value) Act 2012

“The Public Services (Social Value) Act 2012 places a statutory duty on authorities to consider in their procurement and commissioning processes:

a) how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant area, and

b) how, in conducting the process of procurement, it might act with a view to securing that improvement”

Ryedale District Council is committed to ensuring any secured improvement is sustained.

Therefore our procurement processes seek not only to maximise Value for Money in terms of taxpayer spending and outcomes for customers, but where possible, also seek to:

- Benefit local people and organisations, including developing the third sector and SMEs in our district
- Encourage innovative approaches to social, environmental and economic issues in our district
- Deliver sustainable solutions, benefiting our communities beyond the length of a contract

Ryedale District Council declared a Climate Emergency on 10 October 2019 and made a commitment to actions to help achieve net zero emissions across Ryedale by 2050. We are doing this by delivering the Climate Change Action Plan. There are four key streams of work:

1. Leadership and influence
2. Reducing greenhouse gas emissions from our assets
3. Reducing greenhouse gas emissions during delivery of services
4. Monitoring progress towards achieving net zero carbon emissions.

Recycling performance has increased year on year achieving an estimated 48.6% in 2019/2020 compared to 46.1% in 2018/19 together with increased participation in the garden waste collection service with 11,705 licences sold in 2019/20 compared with 11,590 licences sold in 2018/19 (out of a total 25,000 households). The Council is committed to recycling even more and a series of actions have been agreed with plans to start implementation during 2020/21 including the purchase of an additional recycling vehicle, rolling out a residents' awareness campaign and refurbishing the mini recycling centres across the district (subject to revision due to covid-19).

10. **Medium Term Financial Plan for 2019/20 to 2023/24**

In preparing the Medium Term Financial Plan (MTFP) for 2019/20 to 2023/24, the aim was to align to the objectives set out in the Council Plan. The MTFP was approved at Council on 20 February 2020 and it set the framework to enable the Council to determine an appropriate course of action to address the significant financial challenges.

The revenue budget forecasts included in the MTFP highlighted that the Council would have to continue to significantly reconfigure its future business and organisational arrangements in order to provide value for money public services, whilst facing funding reductions in the coming years. This step included re-building capacity within the council to create a structure capable of delivering sustainable transformational savings for the long term.

The major influences on the budget going forward into 2020/21 and beyond are the anticipated reductions in Government support, including the outcome of the Fair Funding Review, which has been linked to a likely Business Rates baseline reset and the continued financial impact of the changes announced to the New Homes Bonus, coupled with expenditure pressures.

The most recent developments in future financial risks related to the Covid-19 pandemic are explained in paragraph 11 below.

11. The Impact of Covid-19 Pandemic on the Council

The Covid-19 pandemic had a huge impact on the way in which we worked and lived during the final few weeks of the financial year, although the timing of the national lockdown announcement resulted in there being little impact on the council's finances during 2019/20.

During 2019/20 and in early 2020/21 the District Council undertook the following actions as a result of its response to the Covid-19 pandemic:

- quickly implemented systems and processes to support timely delivery of Business Support Grants instructed by Central Government;
- developed local policy to distribute further Discretionary Grant funding to businesses;
- applied expanded Business Rates relief schemes to ensure businesses were re-billed promptly;
- applied Council Tax hardship relief funding to support households with the lowest income;
- ceased charges for a number of services, most significantly being car parking;
- identified requirements for and provided support to those in need e.g. housing, and those who are the most vulnerable in the community, especially those in isolation e.g. shielding calls;
- issued information to businesses, residents, visitors and partners to promote COVID secure behaviours and practices and raise awareness of the support and advice available for those in need;
- worked with businesses and partners to support town and village centres to operate successfully post lockdown;
- conducted spot checks and investigated potential public and environmental health breaches;
- supported voluntary and community sector activities, which included staffing and facilities e.g. a community kitchen, and provided emergency grants;
- working with other agencies and bodies including town and parish councils, the NHS, the County Council, North Yorkshire Police to respond to the needs of citizens and businesses;
- supported the local economy advising local businesses on how to access financial support and operate effectively in COVID secure ways post lockdown;
- monitored service demands across the council and recruited temporary support to protect delivery of front line services;
- ensured that all staff who were able to do so worked from home and IT support was provided to enable remote working;
- supported staff through a range of advice, guidance and access to mental health resources;

- introduced new ways of working to pay suppliers quickly and to ensure payments could be processed by staff working from home;
- temporarily suspended the chasing of outstanding debt;
- held funds in short-term investments to improve liquidity to fund Covid-19 measures;
- collected significantly increased levels of household waste and recycling.

The Council has received only £0.664m in extra government funding to date and allocated £0.270m of internal reserve funding to support costs. However it is likely that the eventual cost will be much higher than this in 2020/21 and future years - at the time of writing this could be £2.7m, although that is still very much an indicative figure. Although at this stage we do not expect this to affect the financial sustainability of the Council, future plans for investment will need to be re-visited due to the impact of this gap in funding and potential impact beyond 2020/21.

Covid-19 Pandemic Risks

The District Council has identified a number of risks associated with the Covid-19 pandemic, including:

- the full costs of providing local support measures to deal with the Covid-19 pandemic are not fully funded by Central Government, which could have a knock-on effect on the District Council's budget in future years and reserve levels;
- supply chain difficulties, price pressures from contractors e.g. increased costs of PPE (personal protective equipment), staffing costs due to adhering to social distancing guidance, increased demands on services from customers and businesses;
- major failure of provider/key providers results in the Council being unable to meet service user needs;
- adverse impact upon the local economy leading to a decrease in income received from Council Tax, Business Rates and fees and charges;
- potential return to austerity and further reduction in funding from Central Government as a result of the impact on HM Treasury's financial position as a result of the financial support measures introduced to mitigate the effects of the impact of Covid-19 on the economy;
- the achievement of savings targets between 2019 and 2021/22 in services where demand sees an increase to support Covid-19 measures 2019 to 2021/22;
- valuations of commercial property, non-current assets, pension fund assets and liabilities may be affected by change in markets, supply and demand, fund performance and other factors. However the professional bodies of Valuers in all these areas have reflected the potential for material uncertainty in their valuation reports and made statements and caveats to that effect.

12. Further Information

Further information about the accounts is available from Finance, Ryedale House, Malton. In addition, interested members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of the accounts for inspection is advertised on the Authority's website.

The Authority's Responsibilities

The Authority is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has responsibility for the administration of those affairs. In this Authority, that officer is the Chief Finance Officer (s151);
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- approve the Statements of Accounts.

The Chief Finance Officer (s151)'s Responsibilities

The Chief Finance Officer (s151) is responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

In preparing this Statement of Accounts, the Chief Finance Officer (s151) has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the local authority Code;
- kept proper accounting records which were up-to-date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities;
- assessed the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern;
- used the going concern basis of accounting on the assumption that the functions of the Authority will continue in operational existence for the foreseeable future; and
- maintained such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Certification of the Accounts

I certify that the Statement of Accounts presents a true and fair view of the financial position of Ryedale District Council as at 31 March 2020 and its income and expenditure for the year ended 31 March 2020.

Signed: _____ Dated: 8 July 2020
Anton Hodge CPFA
Chief Finance Officer (s151)

Approval of the Accounts

This Statement of Accounts was approved by the Policy and Resources Committee on 12 November 2020.

Signed: _____ Dated: 12 November 2020
Cllr. K C Duncan
Chairman of Policy & Resources Committee

This statement shows the movement from the start of the year to the end on the different reserves held by the Council, analysed into 'Usable Reserves' (Note 26) and other 'Unusable Reserves' (Note 27). The Movement in Reserves Statement shows how the movements in year of the Council's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to Council Tax for the year. (Further analysed in Note 9). The net increase / decrease line shows the statutory General Fund balance movement in the year following those adjustments.

	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	Total Usable Reserves £000	Unusable Reserves £000	Total Authority Reserves £000
Balance as at 31 March 2018	12,808	408	90	13,306	(1,432)	11,874
<u>Movement in reserves during 2018/19</u>						
Total Comprehensive Income and Expenditure	1,142	-	-	1,142	3,335	4,477
Adjustments between accounting basis & funding basis under regulations (Note 9)	984	45	(9)	1,020	(1,020)	-
Increase / Decrease in 2018/19	2,126	45	(9)	2,162	2,315	4,477
Balance as at 31 March 2019	14,934	453	81	15,468	883	16,351
<u>Movement in reserves during 2019/20</u>						
Total Comprehensive Income and Expenditure	277	-	-	277	4,575	4,852
Adjustments between accounting basis & funding basis under regulations (Note 9)	577	3	(6)	574	(574)	-
Increase / Decrease in 2019/20	854	3	(6)	851	4,001	4,852
Balance as at 31 March 2020	15,788	456	75	16,319	4,884	21,203

2018/19				2019/20		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000
			Policy and Resources Committee			
1,137	348	789	Central Services to the Public	1,431	341	1,090
968	32	936	Cultural and Related Services	981	8	973
4,499	2,129	2,370	Environmental and Regulatory Services	5,236	2,091	3,145
1,652	856	796	Planning Services	1,951	686	1,265
442	950	(508)	Highways and Transport Services	373	858	(485)
11,051	9,954	1,097	Housing Services	10,491	9,583	908
1,243	29	1,214	Corporate and Democratic Core	1,336	28	1,308
486	2	484	Other Corporate and Non Distributed Costs	101	-	101
21,478	14,300	7,178	COST OF SERVICES	21,900	13,595	8,305
966	2	964	Other Operating Expenditure (Note 11)	1,058	22	1,036
687	563	124	Financing and Investment Income and Expenditure (Note 12)	765	509	256
-	-	-	(Surplus) or Deficit of Discontinued Operations	-	-	-
5,997	15,405	(9,408)	Taxation and Non-Specific Grant Income (Note 13)	8,002	17,876	(9,874)
		(1,142)	(SURPLUS) OR DEFICIT ON PROVISION OF SERVICES			(277)
		(563)	(Surplus) or Deficit on Revaluation of Property, Plant and Equipment Assets			(892)
		-	- Impairment Losses on Non Current Assets Charged to the Revaluation Reserve			-
		-	- (Surplus) or Deficit on Revaluation of Available for Sale Financial Assets			-
		(2,772)	Actuarial (Gains) / Losses on Pension Assets / Liabilities			(3,683)
		(3,335)	OTHER COMPREHENSIVE INCOME & EXPENDITURE			(4,575)
		(4,477)	TOTAL COMPREHENSIVE INCOME & EXPENDITURE			(4,852)

31 March 2019 £000		31 March 2020 £000	Notes Ref.
16,417	Property Plant & Equipment	16,950	<u>14</u>
-	Heritage Assets	-	<u>15</u>
2,193	Investment Property	2,156	<u>16</u>
115	Intangible Assets	114	<u>17</u>
-	Assets Held for Sale	-	<u>23</u>
-	Long Term Investments	-	<u>18</u>
401	Long Term Debtors	379	<u>18</u>
19,126	Long Term Assets	19,599	
21,964	Short Term Investments	21,597	<u>18</u>
-	Assets Held for Sale	-	<u>23</u>
91	Inventories	74	<u>19</u>
1,535	Short Term Debtors	1,868	<u>21</u>
201	Cash and Cash Equivalents	4,458	<u>22</u>
23,791	Current Assets	27,997	
-	Cash and Cash Equivalents	-	<u>22</u>
(21)	Short Term Borrowing	(20)	<u>18</u>
(4,970)	Short Term Creditors	(7,420)	<u>24</u>
(127)	Other Short Term Liabilities	(88)	<u>18</u>
(497)	Provisions	(857)	<u>25</u>
-	Liabilities in Disposal Groups	-	
(9)	Revenue Grants Receipts in Advance	(9)	<u>34</u>
(5,624)	Current Liabilities	(8,394)	
(3,512)	Long Term Creditors	(3,130)	<u>18</u>
-	Provisions	-	<u>25</u>
(1,592)	Long Term Borrowing	(1,553)	<u>18</u>
(15,725)	Liability Related to Defined Pension Scheme	(13,291)	<u>40</u>
(113)	Other Long Term Liabilities	(25)	<u>18</u>
-	Donated Assets Account	-	<u>34</u>
-	Capital Grants Received in Advance	-	<u>34</u>
(20,942)	Long Term Liabilities	(17,999)	
16,351	Net Assets / (Liabilities)	21,203	
15,468	Usable Reserves	16,319	<u>26</u>
883	Unusable Reserves	4,884	<u>27</u>
16,351	Total Reserves	21,203	

Chief Finance Officers Certificate:

I certify that the above Balance Sheet, fairly states the financial position of the Authority as at 31 March 2020

Signed:

Anton Hodge CPFA
Chief Finance Officer (s151)

Dated: 8 July 2020

2018/19 £000		2019/20 £000
1,142	Net surplus or (deficit) on the provision of services	277
1,635	Adjustments to net surplus or deficit on the provision of services for non-cash movements (Note 28a)	2,126
(608)	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities (Note 28b)	(606)
2,169	Net cash flows from Operating Activities	1,797
(4,263)	Net cash flows from Investing Activities (Note 29)	638
(458)	Net cash flows from Financing Activities (Note 30)	1,822
(2,552)	Net increase or (decrease) in cash and cash equivalents	4,257
2,753	Cash and cash equivalents at the beginning of the reporting period	201
201	Cash and cash equivalents at the end of the reporting period (Note 22)	4,458

0. EXPENDITURE AND FUNDING ANALYSIS

For the Year Ended 31 March 2020

2018/19				2019/20		
Net Expenditure Chargeable to the General Fund Balance	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund Balance	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
£000	£000	£000		£000	£000	£000
			Policy and Resources Committee			
717	72	789	Central Services to the Public	974	116	1,090
779	157	936	Cultural and Related Services	753	220	973
1,897	473	2,370	Environmental and Regulatory Services	2,488	657	3,145
674	122	796	Planning Services	1,055	210	1,265
(555)	47	(508)	Highways and Transport Services	(535)	50	(485)
786	311	1,097	Housing Services	628	280	908
1,140	74	1,214	Corporate and Democratic Core	1,192	116	1,308
389	95	484	Other Corporate and Non Distributed Costs	392	(291)	101
5,827	1,351	7,178	NET COST OF SERVICES	6,947	1,358	8,305
(7,953)	(367)	(8,320)	Other Income and Expenditure	(7,801)	(781)	(8,582)
(2,126)	984	(1,142)	(SURPLUS) OR DEFICIT	(854)	577	(277)
(12,808)			OPENING GENERAL FUND BALANCE	(14,934)		
(2,126)			(Surplus) or Deficit on General Fund Balance in Year	(854)		
(14,934)			CLOSING GENERAL FUND BALANCE	(15,788)		

1. ACCOUNTING POLICIES

i General Principles

The Statement of Accounts summarises the Authority's transactions for the 2019/20 financial year and its position at the year-end of 31 March 2020. The Authority is required to prepare an annual Statement of Accounts, in accordance with proper accounting practices, by the Accounts and Audit Regulations 2015. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 and the Service Reporting Code of Practice 2019/20, supported by International Financial Reporting Standards (IFRS).

The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

ii Accruals of Income and Expenditure

The accounts of the Council are, in general, maintained on an accruals basis in accordance with recognised accounting policies. The Accounts reflect sums due to or incurred by the Council during the year, whether or not the amount has actually been received or paid in the year. Appropriate provision has been made, therefore, for Creditors and Debtors at 31 March 2020.

Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Revenue from the sale of goods is recognised when the Authority transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.
- Revenue from the provision of services is recognised when the Authority can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

iii. Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in one month or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

In the cash flow statement cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Authority's cash management.

iv. Exceptional Items

When items of income and expense are material, their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement or in the notes to the accounts, depending on how significant the items are to an understanding of the Authority's financial performance.

v. Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, i.e. in the current and future years affected by the change and do not give rise to a prior period adjustment.

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Authority's financial position or financial performance. When a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

vi. Charges to Revenue for Non-Current Assets

Services, support services and trading accounts are debited with the following to record the real cost of holding fixed assets during the year:

- depreciation attributable to the assets used by the relevant service;
- revaluation and impairment losses on assets used by the service where there are no accumulated gains on the Revaluation Reserve against which the losses can be written off; and
- amortisation of intangible fixed assets attributable to the service.

The Authority is not required to raise council tax to fund depreciation, revaluation, impairment losses or amortisation. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount calculated on a prudent basis determined by the authority in accordance with statutory guidance. Depreciation, revaluation and impairment losses and amortisation are therefore replaced by the contribution in the General Fund Balance (Minimum Revenue Provision), by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

vii. Council Tax and Non-Domestic Rates

Billing authorities act as agents, collecting council tax and non-domestic rates (NDR) on behalf of the major preceptors (including government for NDR) and, as principals, collecting council tax and NDR for themselves. Billing authorities are required by statute to maintain a separate fund (i.e. the Collection Fund) for the collection and distribution of amounts due in respect of council tax and NDR. Under the legislative framework for the Collection Fund, billing authorities, major preceptors and central government share proportionately the risks and rewards that the amount of council tax and NDR collected could be less or more than predicted.

Accounting for Council Tax and NDR

The council tax and NDR income included in the Comprehensive Income and Expenditure Statement is the Authority's share of accrued income for the year. However, regulations determine the amount of council tax and NDR that must be included in the Authority's General Fund. Therefore, the difference between the income included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement.

The Balance Sheet includes the Authority's share of the end of year balances in respect of council tax and NDR relating to arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

viii. Employee Benefits

Benefits Payable during Employment

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits for current employees and are recognised as an expense for services in the year in which employees render service to the Authority. An accrual is made for the cost of holiday entitlements (or any form of leave e.g. time off in lieu) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy and are charged on an accruals basis to the relevant service line (or in discontinued operations) in the Comprehensive Income and Expenditure Statement when the Authority is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pension Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.

Post Employment Benefits

Employees of the Authority participate in the Local Government Pension Scheme, administered by North Yorkshire County Council.

The scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Authority.

The Local Government Scheme is accounted for as a defined benefits scheme:

- The liabilities of the North Yorkshire pension fund attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of projected earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate based on the indicative rate of return on high quality corporate bonds.
- The assets of the North Yorkshire pension fund attributable to the Authority are included in the Balance Sheet at their fair value:
 - quoted securities – current bid price;
 - unquoted securities – professional estimate;
 - unlisted securities – current bid price;
 - property – market value.
- The change in the net pensions liability is analysed into the following components:
- Service Cost Comprising:
 - current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the revenue accounts of services for which the employees worked
 - past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs
 - net interest cost on the net defined benefit liability (asset), i.e. net interest expense for the authority – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined liability (asset) at the beginning of the period – taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.
- Remeasurements comprising :
 - the return on plan assets – excluding amounts included in net interest on the net defined liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
 - actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- contributions paid to the North Yorkshire pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pension Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Discretionary Benefits

The Authority also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

ix. Events After the Reporting Period

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period – the Statement of Accounts is adjusted to reflect such events; and
- Those that are indicative of conditions that arose after the reporting period – the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts.

x. Financial Instruments

A Financial Instrument is defined as: “any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another”. Although this covers a wide range of items, the main implications are in terms of investments and borrowings.

As reflected in the Code, the accounting standard on Financial Instruments, IFRS 9 covers the concepts of recognition, measurement, presentation and disclosure.

A financial asset or liability should be recognised on the Balance Sheet when, and only when, the holder becomes a party to the contractual provision of the instrument.

Financial Liabilities

The Code requires the fair value of each class of financial liability to be disclosed in the Notes to the Statement of Accounts, where this is different from the carrying amount stated in the Balance Sheet. However, the Code also states that fair value disclosures are not required for short-term trade payables since the carrying amount is a reasonable approximation of fair value.

Financial Assets

Financial Assets Measured at Amortised Cost

Financial assets measured at amortised cost are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement (CIES) for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the financial assets held by the Council, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the CIES is the amount receivable for the year in the loan agreement.

The council operates 2 housing loan schemes, Property and Landlord Improvement Loans. Loans made under these schemes are repayable at any point within a period ranging between 5 and 10 years. Additionally the Council has granted 2 loans to local businesses. These loans have not been treated as soft loans on the grounds of materiality.

Any gains and losses that arise on the derecognition of an asset are credited or debited to the Financing and Investment Income and Expenditure line in the CIES.

Financial Assets Measured at Fair Value through Profit or Loss (FVPL)

Financial assets that are measured at FVPL are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured and carried at fair value. Fair value gains and losses are recognised as they arrive in the Surplus or Deficit on the Provision of Services.

The Council does not currently hold any investments in this category, however, the Council will assess any future investment that falls in to this category on an individual basis and assign an IFRS 9 category (amortised cost, FVPL or Fair Value through other comprehensive income). The assessment will be based on the underlying purpose for holding the financial instrument.

Expected Credit Loss Model

The Council recognises expected credit losses on all of its financial assets held at amortised cost, where material.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses

xi. Foreign Currency Translation

Where the Authority has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date the transaction was effective. Where amounts in foreign currency are outstanding at the year-end, they are reconverted at the spot exchange rate at 31 March. Resulting gains or losses are recognised in the Financing and Investment line in the Comprehensive Income and Expenditure Statement. During 2019/20 the Council did not enter into any foreign currency transactions.

xii. Government Grants and Contributions

Whether paid on account, by instalment or in arrears, government grants and third party contributions and donations are recognised as due to the Authority when there is reasonable assurance that:

- the Authority will comply with the conditions attached to the payments; and
- the grants or contributions will be received.

Amounts recognised as due to the Authority are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Income (non-ringfenced revenue grants) in the Comprehensive Income and Expenditure Statement.

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied reserve. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

Community Infrastructure Levy

The Authority has elected to charge a Community Infrastructure Levy (CIL). The levy will be charged on new builds (chargeable developments for the Authority) with appropriate planning consent. The Council charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund a number of infrastructure projects (these include transport, flood defences and schools) to support the development of the area.

CIL is received without outstanding conditions; it is therefore recognised at the commencement date of the chargeable development in the Comprehensive Income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure. However, a proportion of the charges for this Authority may be used to fund revenue expenditure.

xiii. Heritage Assets

Heritage assets are recognised and held at valuation rather than at fair value and under certain conditions at historical cost. The treatment of revaluation gains and losses are in accordance with the Authority's accounting policies on property, plant and equipment.

The carrying amounts of heritage assets are reviewed where there is evidence of impairment for heritage assets, e.g. where an item has suffered physical deterioration breakage or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the Authority's general policies on impairment – see note xix in this summary of significant accounting policies.

Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts. During 2019/20, the Council did not hold any heritage assets.

xiv. Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Authority, e.g. software licences, is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Authority.

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Authority can be determined by reference to an active market. In practice, no intangible asset held by the Authority meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service lines in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

Where expenditure on intangible assets qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and disposal gains and losses are not permitted to impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

xv. Inventories and Long Term Contracts

Inventories are included in the Balance Sheet at the lower of cost and net realisable value. The cost of inventories is assigned using the FIFO costing formula.

Long term contracts are accounted for on the basis of charging the Surplus or Deficit on the Provision of Services with the value of works and services received under the contract during the financial year.

xvi. Investment Property

Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale.

Investment properties are measured initially at cost and subsequently at fair value, based on the highest and best use value of the asset from the market participants perspective. Properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a gain to the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

xvii. Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.

Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

The Authority as Lessee**Finance Leases**

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Authority are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment – applied to write down the lease liability; and
- a finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where ownership of the asset does not transfer to the Authority at the end of the lease period).

The Authority is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments, e.g. there is a rent-free period at the commencement of the lease.

The Authority as Lessor

Finance Leases

Where the Authority grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. A gain representing the Authority's net investment in the lease is credited to the same line in the Comprehensive Income and Expenditure Statement, also as part of the gain or loss on disposal i.e. netted off against the carrying value of the asset at the time of disposal, matched by a lease (long term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment – applied to write down the lease debtor (together with any premiums received); and
- finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement. When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

The written-off value of disposals is not a charge against council tax, as the cost of non-current assets is fully provided for under separate arrangements for capital financing. Amounts are therefore appropriated to the Capital adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

Operating Leases

Where the Authority grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payment, e.g. there is a premium paid at the commencement of the lease. Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

xviii. Overheads and Support Services

The costs of overheads and support services are charged to those that benefit from the supply or service in accordance with the costing principles of the CIPFA Service Reporting Code of Practice 2019/20 (SeRCOP). The total absorption costing principle is used – the full cost of overheads and support services are shared between users in proportion to the benefits received, with the exception of:

- Corporate and Democratic Core - costs relating to the Authority's status as a multi-functional democratic organisation.
- Non Distributed Costs - the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on non-current Assets Held for Sale and Assets under Construction.

These two cost categories are defined in SeRCOP and accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of Net Expenditure on Continuing Services.

xix. Property, Plant and Equipment

Assets that have physical substance and are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment.

Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment in excess of £10,000 is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Authority and the cost of item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential i.e. repairs and maintenance is charged as an expense when it is incurred.

Measurement

Assets are initially measured at cost, comprising:

- the purchase price;
- any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management; and
- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.

The Authority does not capitalise borrowing costs incurred whilst assets are under construction.

The cost of assets acquired other than by purchase is deemed to be fair value, unless the acquisition does not have commercial substance, i.e. it will not lead to a variation in the cash flows of the Authority. In the latter case, where an asset is acquired via an exchange the cost of the acquisition is the carrying amount of the asset given up by the Authority.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the Taxation and Non-Specific Grant Income line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. Until conditions are satisfied the gain is held in the Donated Assets Account. Where gains are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance to the Capital Adjustment Account and in the Movement in Reserves Statement.

Assets are then carried in the Balance Sheet using the following measurement basis:

- infrastructure, community assets and assets under construction – depreciated historical cost.
- surplus assets - fair value, determined by the measurement of the highest and best value use of the asset.
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value EUV).

Where there is no market-based evidence of fair value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as a proxy for fair value.

Where non-property assets that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for fair value i.e. vehicles, plant, furniture and equipment.

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that the carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Any increase in valuations is matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

Where decreases in value are identified, they are accounted for by:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains); and
- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

Impairment

Assets are assessed at each year-end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where impairment losses are identified, they are accounted for by:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line in the Comprehensive Income and Expenditure Statement.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without a determinable finite useful life, i.e. freehold land and certain community assets, and assets that are not yet available for use, i.e. assets under construction.

Depreciation is calculated on the following bases:

- Dwellings and other buildings – straight line allocation over the useful life of the property as estimated by the valuer; and
- Vehicles, plant furniture and equipment – straight line allocation over the useful life of the asset.

Where an item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately.

Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Disposals and Non-current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Account Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale; adjusted for depreciation, amortisation or revaluations that would have been recognised had they not been classified as Held for Sale, and their recoverable amount at the date of the decision not to sell.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for disposal in excess of £10,000 are categorised as capital receipts. Receipts are credited to the Capital Receipts Reserve, and can then only be used for new capital investment (or set aside to reduce the Authority's underlying need to borrow). Receipts are appropriated to the reserve from the General Fund Balance in the Movement in Reserves Statement.

The written-off value of disposals is not a charge against council tax, as the cost of fixed assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

xx. Provisions, Contingent Liabilities and Contingent Assets**Provisions**

Provisions are made where an event has taken place that gives the Authority a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. For instance, the Authority may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation.

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Authority becomes aware of the obligation, and are measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated made), the provision is reversed and credited back to the relevant service.

Where some or all of the payment required to settle a provision is expected to be recovered from another party e.g. from an insurance claim, this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Authority settles the obligation.

Further information can be found at note 25 to the accounts.

Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Authority a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

Contingent Assets

A contingent asset arises where an event has taken place that gives the Authority a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority.

Contingent assets are not recognised in the Balance Sheet but disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.

xxi. Reserves

The Authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision for Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund

Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting processes for non-current assets, financial instruments, local taxation, retirement and employee benefits and do not represent usable resources for the Council. These reserves are explained in the relevant policies.

xxii. Revenue Expenditure Funded from Capital under Statute

Expenditure incurred during the year that may be capitalised under statutory provisions but does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Authority has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so there is no impact on the level of council tax.

xxiii. VAT

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income.

xxiv. Fair Value Measurement

The Council measures some of its assets and liabilities at fair value at the end of the reporting period. Fair value is the price that would be received to sell an asset or paid to transfer a liability at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

- a) in the principal market for the asset or liability, or
- b) in the absence of a principal market, in the most advantageous market for the asset or liability.

The Council uses external valuers to provide a valuation of its assets and liabilities in line with the highest and best use definition within the accounting standard. The highest and best use of the asset or liability being valued is considered from the perspective of a market participant.

Inputs to the valuation techniques in respect of the Council's fair value measurement of its assets and liabilities are categorised within the fair value hierarchy as follows:

Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date.

Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 - unobservable inputs for the asset or liability.

2. ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT NOT YET BEEN ADOPTED

CIPFA are considering the implications of adopting IFRS16 - Leases. This standard was originally expected to be adopted in the Statements of Accounts for 2020/2021 but this has been deferred as a result of measures to address the demands placed on local authorities supporting the nation's response to the Covid-19 pandemic. IFRS will not be adopted until 2021/22.

Other standards that have been issued but not yet adopted by the CIPFA Code of Practice include:

- Amendments to IAS 28 Investments in Associates and Joint Ventures: Long-term Interests in Associates and Joint Ventures
- Annual Improvements to IFRS Standards 2015-2017 Cycle
- Amendments to IAS 19 Employee Benefits: Plan Amendment, Curtailment or Settlement.

Any impact on the Statement of Accounts will be assessed at the time of adoption by the CIPFA Code of Practice.

3. CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in note 1, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:

That there is a high degree of uncertainty about future levels of funding for local government. However, the Authority has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Authority might be impaired as a result of a need to close facilities and reduce levels of service provision.

Estimation of the net liability to pay pensions depends upon a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged by the County Council to provide expert advice about the assumptions to be applied, these assumptions may be adjusted on a yearly basis.

The Authority will assess the degree of componentisation within its net-current asset portfolio, as part of the five year rolling programme of non-current asset valuations. A review of Authority's current properties concluded that no components could be identified which were of a material value when compared to the entire value of the individual non-current asset or which would materially impact on the useful remaining life of the asset. On an annual basis the Authority will review Capital Expenditure to assess if any new material components have been added to the Authority's non-current asset portfolio.

4. ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY

The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The items in the Authority Balance Sheet at 31 March 2020 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Actual Results differ from Assumptions
Pensions Liability	<p>Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Authority with expert advice about the assumptions to be applied.</p>	<p>The effects on the net pensions liability of changes in individual assumptions can be measured. For instance, a 0.1% increase in the discount rate would result in a decrease in the pension liability of £1.383m.</p>
Property, Plant and Equipment (land & buildings) and Investment Property Valuations	<p>Due to the global outbreak of Covid-19, the Council's Valuer issued the following statement within their report:</p> <p><i>"The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries.</i></p> <p><i>Market activity is being impacted in many sectors. As at the valuation date, we consider that we can attach less weight to previous market evidence for comparison purposes, to inform opinions of value. Indeed, the current response to COVID-19 means that we are faced with an unprecedented set of circumstances on which to base a judgement.</i></p> <p><i>Our valuations are therefore reported on the basis of 'material valuation uncertainty' as per VPS 3 and VPGA 10 of the RICS Red Book Global. Consequently, less certainty – and a higher degree of caution – should be attached to our valuation than would normally be the case"</i></p>	<p>The effect on land and property valuations due to changes in assumptions around market conditions can be measured. For example, a 5% reduction in value could result in a decrease in values of</p> <p>PPE – Land & Buildings, Surplus Assets - £0.8m</p> <p>Investment Property - £0.109m</p>

5. MATERIAL ITEMS OF INCOME AND EXPENSES

There are no material items of income and expenditure in 2019/20 that warrant separate disclosure.

6. EVENTS AFTER THE REPORTING PERIOD

Under IAS 10 the Authority is required to disclose the date that the financial statements are authorised for issue. This confirms the date after which events will not have been recognised in the Statement of Accounts. The Statement of Accounts was issued by the responsible financial officer, Anton Hodge Chief Finance Officer (s151) on 8 July 2020.

All events between the balance sheet date and the issue date have been considered and there are no Adjusting Post Balance Sheet events to disclose unrelated to Covid-19.

Covid-19

Although as at 31 March 2020 some of the potential financial impacts of the Covid-19 pandemic were known and some actions to address the pandemic were in place by the 2019/20 reporting date, the larger part of the financial impact of Covid-19 will fall into the 2020/21 financial year (where significant levels of emergency Covid funding has been provided to Councils) and beyond. It is recognised that the pandemic is potentially an Adjusting Balance Sheet Event in the content of the 2019/20 Financial Statements, however there is still considerable uncertainty with respect to the progress of the pandemic and of the national recovery and final levels of national support available to mitigate any financial impact. The 2019/20 Financial Statements have been reviewed in light of the pandemic, however it is not possible for the Council to accurately estimate any significant financial implications to the accounts balances or transactions therefore establishing accurate/required material adjustments has not been possible. Detailed notes are included where appropriate within the statements identifying the impact of Covid-19 in 2019/20. For example note 4 to the financial statements.

7. NOTE TO THE EXPENDITURE AND FUNDING ANALYSIS**Adjustments between Funding and Accounting Basis**

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	2019/20			
	Adjustments for Capital Purposes	Net Change for the Pensions Adjustments	Other Differences	Total Adjustments
	£000	£000	£000	£000
Policy and Resources Committee				
Central Services to the Public	36	80	-	116
Cultural and Related Services	200	20	-	220
Environmental and Regulatory Services	270	387	-	657
Planning Services	57	153	-	210
Highways and Transport Services	44	6	-	50
Housing Services	122	158	-	280
Corporate and Democratic Core	47	69	-	116
Other Corporate and Non Distributed Costs	-	(342)	51	(291)
Net Cost of Services	776	531	51	1,358
Other Income and Expenditure from the Expenditure and Funding Analysis	(521)	392	(652)	(781)
Difference between General Fund Surplus or Deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	255	923	(601)	577

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	2018/19			
	Adjustments for Capital Purposes	Net Change for the Pensions Adjustments	Other Differences	Total Adjustments
	£000	£000	£000	£000
Policy and Resources Committee				
Central Services to the Public	17	54	1	72
Cultural and Related Services	140	17	-	157
Environmental and Regulatory Services	236	236	1	473
Planning Services	30	92	-	122
Highways and Transport Services	43	4	-	47
Housing Services	209	102	-	311
Corporate and Democratic Core	23	50	1	74
Other Corporate and Non Distributed Costs	-	95	-	95
Net Cost of Services	698	650	3	1,351
Other Income and Expenditure from the Expenditure and Funding Analysis	(525)	450	(292)	(367)
Difference between General Fund Surplus or Deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	173	1,100	(289)	984

8. EXPENDITURE AND INCOME ANALYSED BY NATURE

The authority's expenditure and income is analysed as follows:

Expenditure/Income	2019/20 £000	2018/19 £000
Expenditure		
Employee benefits expenses	5,668	5,076
Other service expenses	13,146	13,597
Support service recharges	2,612	2,260
Depreciation, amortisation and impairment	474	545
Interest payments	457	523
Precepts and levies	1,058	966
Gain or loss on disposal of non-current assets	-	-
Capital receipts unattached to non-current assets	(22)	(2)
Impairment losses on financial instruments	59	6
Total Expenditure	23,452	22,971
Income		
Fees, charges and other service income	4,726	4,688
Interest and investment income	260	405
Income from council tax and non-domestic rates	8,947	7,614
Government grants and contributions	9,796	11,406
Total Income	23,729	24,113
Surplus or Deficit on the Provision of Services	(277)	(1,142)

9. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the Authority in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Authority to meet future capital and revenue expenditure.

The following sets out a description of the reserves that the adjustments are made against.

General Fund Balance

The General Fund is the statutory fund into which all the receipts of an authority are required to be paid and out of which all liabilities of the authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund Balance, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Council is required to recover) at the end of the financial year.

Capital Receipts Reserve

The Capital Receipts Reserve holds the proceeds from the disposal of land or other assets, which are restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure. The balance on the reserve shows the resources that have yet to be applied for those purposes at the year end.

Capital Grants Unapplied

The Capital Grants Unapplied Reserve holds the grants and contributions received towards capital projects for which the Council has met the conditions that would otherwise require repayment of the monies but which have yet to be applied to meet expenditure. The balance is restricted by grant terms as to the capital expenditure against which it can be applied and/or the financial year in which this can take place.

2019/20 Adjustments

2019/20	General Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Unusable Reserves
	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:				
<u>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</u>				
Charges for depreciation and impairment of non-current assets	693	-	-	(693)
Revaluation losses on Property Plant and Equipment	-	-	-	-
Movements in the fair value of investment properties	71	-	-	(71)
Amortisation of intangible assets	49	-	-	(49)
Capital grants and contributions applied	(584)	-	-	584
Income in relation to donated assets	-	-	-	-
Revenue expenditure funded from capital under statute	627	-	-	(627)
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
<u>Insertion of Items not debited or credited to the Comprehensive Income and Expenditure Statement:</u>				
Statutory provision for the financing of capital investment	(163)	-	-	163
Capital expenditure charged against the General Fund	(416)	-	-	416
Adjustments primarily involving the Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-	-	-	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	(6)	6
Adjustments primarily involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	(57)	-	57
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	-	-	-	-
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	-	-	-	-
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	-	13	-	(13)
Capital receipts unattached to non-current assets	(22)	22	-	-
Repayment of principal on loans	-	25	-	(25)
Adjustments primarily involving the Deferred Capital Receipts Reserve:				

Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
Adjustment primarily involving the Financial Instruments Adjustment Account:				
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	-	-	-	-
Adjustments primarily involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see note 40)	2,186	-	-	(2,186)
Employers pensions contributions and direct payments to pensioners payable in the year	(1,263)	-	-	1,263
Adjustments primarily involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	(652)	-	-	652
Adjustment primarily involving the Accumulated Absences Account				
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	51	-	-	(51)
Total Adjustments	577	3	(6)	(574)

2018/19 Comparative Figures

2018/19	General Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Unusable Reserves
	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:				
<u>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</u>				
Charges for depreciation and impairment of non-current assets	643	-	-	(643)
Revaluation losses on Property Plant and Equipment	-	-	-	-
Movements in the fair value of investment properties	(178)	-	-	178
Amortisation of intangible assets	41	-	-	(41)
Capital grants and contributions applied	(607)	-	-	607
Income in relation to donated assets	-	-	-	-
Revenue expenditure funded from capital under statute	625	-	-	(625)
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
<u>Insertion of Items not debited or credited to the Comprehensive Income and Expenditure Statement:</u>				
Statutory provision for the financing of capital investment	(183)	-	-	183
Capital expenditure charged against the General Fund	(167)	-	-	167
Adjustments primarily involving the Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-	-	-	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	(9)	9
Adjustments primarily involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	(18)	-	18
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	-	-	-	-
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	-	-	-	-
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	-	13	-	(13)
Capital receipts unattached to non-current assets	(2)	2	-	-
Repayment of principal on loans	-	48	-	(48)
Adjustments primarily involving the Deferred Capital Receipts Reserve:				

Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-
Adjustment primarily involving the Financial Instruments Adjustment Account:				
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	-	-	-	-
Adjustments primarily involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see note 40)	2,259	-	-	(2,259)
Employers pensions contributions and direct payments to pensioners payable in the year	(1,159)	-	-	1,159
Adjustments primarily involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	(292)	-	-	292
Adjustment primarily involving the Accumulated Absences Account				
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	4	-	-	(4)
Total Adjustments	984	45	(9)	(1,020)

10. TRANSFERS TO/FROM EARMARKED RESERVES

This note sets out the amounts set aside from the General Fund in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2019/20

	Balance At 31/03/18 £000	Transfers Out 2018/19 £000	Transfers In 2018/19 £000	Balance At 31/03/19 £000	Transfers Out 2019/20 £000	Transfers In 2019/20 £000	Balance At 31/03/20 £000
General Reserve	3,331	-	650	3,981	-	-	3,981
Capital Fund	2,929	(169)	2,763	5,524	(265)	288	5,547
Collection Fund Equalisation Reserve	506	(303)	760	964	(639)	671	996
New Homes Bonus Reserve	3,698	(2,500)	889	2,087	-	673	2,760
Strategic Reserve	-	-	-	-	(66)	2,425	2,359
Election Reserve	61	(26)	20	55	(108)	30	(23)
Carry Forward Reserve	-	-	-	-	-	168	168
Ryedale Developm't Fund	94	(47)	13	60	(60)	-	-
Council Tax Hardship Fund	24	-	6	30	(30)	-	-
Grants Reserve	163	-	11	173	(173)	-	-
IT Fund	95	(40)	2	56	(56)	-	-
ICE Fund	807	-	50	857	(857)	-	-
Local Developm't Framework Reserve	50	-	-	50	(50)	-	-
Operational Reserve	648	(4)	51	695	(695)	-	-
Restructure Reserve	402	-	-	402	(402)	-	-
Total	12,808	(3,089)	5,215	14,934	(3,401)	4,255	15,788

The main purpose of the reserves is as follows:

- The General Reserve receives or contributes to differences in the estimated to actual net expenditure on the Revenue Account. It provides a working balance for the day-to-day revenue costs and income and meets any unforeseen liabilities not provided elsewhere in the accounts.
- The Capital Fund is the reserve that holds the resources from the revenue stream of funding to be applied to the capital programme.
- The Collection Fund Equalisation Reserve evens out the financial impact of the new Business Rates Retention Regulations within the Comprehensive Income and Expenditure Account and holds additional funds to mitigate future financial risk.
- New Homes Bonus Reserve was established setting aside New Homes Bonus receipts, to be utilised in line with Member priorities.
- An Election Reserve is used to equalise the effect of the four yearly District Election costs.
- The Strategic Reserve has been established to support delivery of future Council priorities, by streamlining a number of legacy reserves.

- (g) The Carry Forward Reserve has been created to provide resources to fund commitments or schemes delayed from the prior year or which extend over the financial year end.
- (h) As mentioned above, the Ryedale Development Fund, Council Tax Hardship Fund, Grants Reserve, IT Fund, ICE Fund, Local Development Framework Reserve, Operational Reserve and Restructure Reserve have been consolidated to form a single Strategic Reserve, approved as part of the 2019/20 budget, to remove reserves that were no longer relevant and create funds to support future service priorities.

11. OTHER OPERATING EXPENDITURE

2018/19 £000		2019/20 £000
966	Parish council precepts	1,058
-	Payments to the Government Housing Capital Receipts Pool	-
-	(Gains)/losses on the disposal of non-current assets	-
(2)	Capital receipts unattached to non-current assets	(22)
964	Total	1,036

12. FINANCING AND INVESTMENT INCOME AND EXPENDITURE

2018/19 £000		2019/20 £000
73	Interest payable and similar charges	65
450	Pensions net interest on the net defined benefit liability/(asset)	392
(197)	Interest receivable and similar income	(262)
(208)	Income and expenditure in relation to investment properties and changes in their fair value	2
6	Impairment losses on financial instruments	59
124	Total	256

13. TAXATION AND NON SPECIFIC GRANT INCOME

2018/19 £000		2019/20 £000
(5,104)	Council tax income	(5,330)
(2,510)	Non domestic rates income and expenditure	(3,617)
(1,794)	Non-ringfenced government grants	(927)
-	Capital grants and contributions	-
(9,408)	Total	(9,874)

14. PROPERTY, PLANT AND EQUIPMENT**Movements on Balance Sheet**

Movements in 2019/20

	Other Land & Buildings £000	Vehicles, plant, furniture & equipment £000	Infrastructure assets £000	Community Assets £000	Surplus assets £000	Assets under construction £000	Total property, plant & equipment £000
Cost or Valuation							
At 1 April 2019	15,733	4,069	-	511	676	-	20,989
Additions	-	148	-	-	-	185	333
Donations	-	-	-	-	-	-	-
Revaluation increases/ (decreases) recognised in the Revaluation Reserve	453	-	-	-	32	-	485
Revaluation increases/ (decreases) recognised in the Surplus/Deficit on the Provision of Services	(115)	-	-	-	(1)	-	(116)
Derecognition – disposals	-	-	-	-	-	-	-
Derecognition – other	-	-	-	-	-	-	-
Assets reclassified (to)/from Held for Sale	-	-	-	-	-	-	-
Other movements in cost or valuation	-	-	-	-	-	-	-
At 31 March 2020	16,071	4,217	-	511	707	185	21,691
Accumulated Depreciation and Impairment							
At 1 April 2019	791	3,754	-	-	27	-	4,572
Depreciation charge	369	202	-	-	5	-	576
Depreciation written out to the Revaluation Reserve	(375)	-	-	-	(32)	-	(407)
Depreciation written out to the Surplus/Deficit on the Provision of Services	-	-	-	-	-	-	-
Impairment losses/(reversals) recognised in the Revaluation Reserve	-	-	-	-	-	-	-
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services	-	-	-	-	-	-	-
Derecognition – disposals	-	-	-	-	-	-	-
Derecognition – other	-	-	-	-	-	-	-
Other movements in depreciation and impairment	-	-	-	-	-	-	-
At 31 March 2020	785	3,956	-	-	-	-	4,741
Net Book Value							
At 31 March 2020	15,286	261	-	511	707	185	16,950
At 31 March 2019	14,942	315	-	511	649	-	16,417
Owned asset as at 31 March 2020	15,286	153	-	511	707	185	16,842
Asset acquired under finance lease as at 31 March 2020	-	108	-	-	-	-	108
Total	15,286	261	-	511	707	185	16,950

Comparative Movements in 2018/19

	Other Land & Buildings £000	Vehicles, plant, furniture & equipment £000	Infrastructure assets £000	Community Assets £000	Surplus assets £000	Assets under construction £000	Total property, plant & equipment £000
Cost or Valuation							
At 1 April 2018	15,721	4,042	-	511	676	-	20,950
Additions	78	27	-	-	-	-	105
Donations	-	-	-	-	-	-	-
Revaluation increases/(decreases) recognised in the Revaluation Reserve	108	-	-	-	-	-	108
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(174)	-	-	-	-	-	(174)
Derecognition – disposals	-	-	-	-	-	-	-
Derecognition – other	-	-	-	-	-	-	-
Assets reclassified (to)/from Held for Sale	-	-	-	-	-	-	-
Other movements in cost or valuation	-	-	-	-	-	-	-
At 31 March 2019	15,733	4,069	-	511	676	-	20,989
Accumulated Depreciation and Impairment							
At 1 April 2018	984	3,552	-	-	21	-	4,557
Depreciation charge	363	202	-	-	6	-	571
Depreciation written out to the Revaluation Reserve	(455)	-	-	-	-	-	(455)
Depreciation written out to the Surplus/Deficit on the Provision of Services	(101)	-	-	-	-	-	(101)
Impairment losses/(reversals) recognised in the Revaluation Reserve	-	-	-	-	-	-	-
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services	-	-	-	-	-	-	-
Derecognition – disposals	-	-	-	-	-	-	-
Derecognition – other	-	-	-	-	-	-	-
Other movements in depreciation and impairment	-	-	-	-	-	-	-
At 31 March 2019	791	3,754	-	-	27	-	4,572
Net Book Value							
At 31 March 2019	14,942	315	-	511	649	-	16,417
At 31 March 2018	14,737	490	-	511	655	-	16,393
Owned asset as at 31 March 2019	14,942	83	-	511	649	-	16,185
Asset acquired under finance lease as at 31 March 2019	-	232	-	-	-	-	232
Total	14,942	315	-	511	649	-	16,417

Depreciation

The following useful lives and depreciation rates have been used in the calculation of depreciation:

- Other Land and Buildings – 10-60 years
- Vehicles, Plant, Furniture & Equipment - 5-10 years

Capital Commitments

At 31 March 2020 the Authority had not entered into any contracts for the construction or enhancement of Property Plant and Equipment. However the Authority has taken delivery of three recycling vehicles valued at £587k which are due to be financed through an operating lease, with the total commitment being transferred to a third party.

Revaluations

The Authority carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is revalued at least every five years. All valuations are normally carried out externally. Valuations of land and buildings are carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. Valuations of vehicles, plant, furniture and equipment are based on historic cost.

Due to uncertainties arising from the outbreak of Covid-19, the Council's Valuer has declared a "material valuation uncertainty" in their valuation report. Please refer to Note 4, page 32-33 for further details.

All properties have been reviewed in 2019/20 by N Collins a RICS registered Valuer of City of York Council.

15. HERITAGE ASSETS

In compliance with the 2019/20 Code, the Authority has reviewed its assets and concluded that there is no reclassification of assets to heritage assets to disclose in the accounts (2018/19 Nil).

16. INVESTMENT PROPERTIES

The following items of income and expense have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement:

	2019/20 £000	2018/19 £000
Income from Investment Property	241	188
Net gain / (loss) from fair value adjustment	(71)	178
	170	366
Direct operating expenses arising from investment property	(172)	(158)
Net gain / (loss)	(2)	208

There are no restrictions on the Authority's ability to realise the value inherent in its investment property or on the Authority's right to the remittance of income and the proceeds of disposal. The Authority has no contractual obligations to purchase, construct or develop investment property or repairs, maintenance or enhancement.

The following table summarises the movement in the fair value of investment properties over the year.

	2019/20 £000	2018/19 £000
Balance at start of the year	2,193	2,015
Additions	-	-
Purchases	-	-
Construction	-	-
Subsequent expenditure	34	-
Disposals	-	-
Net gains / (losses) from fair value adjustments	(71)	178
Transfers:	-	-
To/from inventories	-	-
To/from Property Plant and Equipment	-	-
Other changes	-	-
Balance at end of the year	2,156	2,193

Fair Value Hierarchy

All the Council's investment properties have been value assessed as Level 2 on the fair value hierarchy for valuation purposes (see Note 1 Accounting Policy xxiv for an explanation of the fair value levels).

Valuation Techniques Used to Determine Level 2 Fair Values for Investment Property

The fair value of investment property has been measured using a market approach, which takes into account quoted prices for similar assets in active markets, existing lease terms and rentals, research into market evidence including market rentals and yields, the covenant strength for existing tenants, and data and market knowledge gained in managing the Council's Investment Asset portfolio. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised as level 2 on the fair value hierarchy.

There has been no change in the valuation techniques used during the year for investment properties.

Highest and Best Use

In estimating the fair value of the Council's investment properties, the highest and best use is their current use.

Valuation Process for Investment Properties

The Council's investment property has been valued as at 31 March 2020 by N Collins, a RICS registered Valuer of City of York Council in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

Due to the outbreak of Covid-19, the valuer has declared a "material valuation uncertainty". Please refer to Note 4, page 32-33 for further details.

17. INTANGIBLE ASSETS

The Authority accounts for its software as intangible assets to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the Council. The useful lives assigned to the major software suites used by the Authority are:

	Internally Generated Assets	Other Assets
5 Years	None	Revenues and benefits system Electronic document management system Cash receipting system Financial management system Customer Relationship Management System

The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £49.5k charged to revenue in 2019/20 was charged direct to services where appropriate, however, an element was charged to the IT Administration cost centre and then as overhead across the service headings in the net expenditure of services. It is not possible to quantify exactly how much of the amortisation is attributable to each service heading.

The movement on Intangible Asset balances during the year is as follows:

	2019/20			2018/19		
	Internally Generated Assets £000	Other Asset Costs £000	Total £000	Internally Generated Assets £000	Other Asset Costs £000	Total £000
Balance at start of year:						
Gross carrying amounts	-	1,336	1,336	-	1,274	1,274
Accumulated amortisation	-	(1,221)	(1,221)	-	(1,180)	(1,180)
Net carrying amount at start of year	-	115	115	-	94	94
Additions:						
Internal development	-	-	-	-	-	-
Purchases	-	48	48	-	62	62
Acquired through business combinations	-	-	-	-	-	-
Assets reclassified as held for sale	-	-	-	-	-	-
Other disposals	-	-	-	-	-	-
Revaluation increases or decreases	-	-	-	-	-	-
Impairment losses recognised or reversed directly in the Revaluation Reserve	-	-	-	-	-	-
Impairment losses recognised in the surplus/deficit on the Provision of Services	-	-	-	-	-	-
Reversal of amortisation on disposal	-	-	-	-	-	-
Amortisation for the period	-	(49)	(49)	-	(41)	(41)
Other changes	-	-	-	-	-	-
Net carrying amount at year end	-	114	114	-	115	115
Compromising:						
Gross carrying amounts	-	1,384	1,384	-	1,336	1,336
Accumulated amortisation	-	(1,270)	(1,270)	-	(1,221)	(1,221)
	-	114	114	-	115	115

There are no items of capitalised software that are individually material to the financial statements.

The Authority has no capital commitments outstanding for the acquisition of intangible assets.

18. FINANCIAL INSTRUMENTS**Changes as a result of the adoption of IFRS 9 - Financial Instruments**

Following the CIPFA Code's adoption of IFRS 9, the Council now recognises and measures financial assets at either amortised cost, at fair value through profit and loss or at fair value through other comprehensive income. Financial assets have therefore been reclassified into these new categories.

(a) Categories of Financial Instruments

The following categories of financial instruments are carried in the Balance Sheet:

Financial Assets

	Non-Current				Current			
	Investments		Debtors		Investments		Debtors	
	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000
Fair Value through Profit and Loss	-	-	-	-	-	-	-	-
Amortised Cost								
Investments	-	-	-	-	21,597	21,964	-	-
Loans	-	-	379	401	-	-	-	-
Other	-	-	-	-	-	-	1,695	1,378
	-	-	379	401	21,597	21,964	1,695	1,378
Fair Value through Other Comprehensive Income - designated equity instruments	-	-	-	-	-	-	-	-
Fair Value through Other Comprehensive Income - other	-	-	-	-	-	-	-	-
Total Financial Assets	-	-	379	401	21,597	21,964	1,695	1,378
Non Financial Assets	-	-	-	-	-	-	-	-
Total	-	-	379	401	21,597	21,964	1,695	1,378

Under current financial assets, cash and cash equivalents of £4,458,000 are held in the Balance Sheet at amortised cost (2018/19 £201,000).

Financial Liabilities

	Non-Current				Current			
	Borrowings		Creditors		Borrowings		Creditors	
	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000
Fair Value through Profit and Loss	-	-	-	-	-	-	-	-
Amortised Cost								
PWLB Loans	(1,553)	(1,592)	-	-	(20)	(21)	-	-
Finance Leases	(25)	(113)	-	-	(88)	(127)	-	-
Total Financial Liabilities	(1,578)	(1,705)	-	-	(108)	(148)	-	-
Non Financial Liabilities	-	-	(3,130)	(3,512)	-	-	(7,420)	(4,970)
Total	(1,578)	(1,705)	(3,130)	(3,512)	(108)	(148)	(7,420)	(4,970)

Fair value of Assets and Liabilities

	Fair value		Historic cost	
	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000
Borrowings	(1,952)	(2,081)	(1,573)	(1,613)
Loans and receivables	21,597	21,964	21,597	21,964

There is no difference between the carrying value and fair value of the Authority's debtors and creditors. Minimum future lease payments are disclosed in note 37.

The fair value of borrowings is higher than the carrying amount because the authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the prevailing rates at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2020) arising from a commitment to pay interest to lenders above current market rates.

The fair value of Public Works Loan Board (PWLB) loans of £1.952m measures the economic effect of the terms agreed with the PWLB compared with estimates of the terms that would be offered for market transactions undertaken at the Balance Sheet date. The difference between the carrying amount and the fair value measures the additional interest that the authority will pay over the remaining terms of the loans under the agreements with the PWLB, against what would be paid if the loans were at prevailing market rates. However, the authority has a continuing ability to borrow at concessionary rates from the PWLB rather than from the markets. A supplementary measure of the additional interest that the authority will pay as a result of its PWLB commitments for fixed rate loans is to compare the terms of these loans with the new borrowing rates available from the PWLB.

If a value is calculated on this basis, the carrying amount of £1.573m would be valued at £1.952m. But, if the authority were to seek to avoid the projected loss by repaying the loans to the PWLB, the PWLB would raise a penalty charge for early redemption in addition to charging a premium for the additional interest that will not now be paid. The exit price for the PWLB loans including the penalty charge would be £2.957m.

19. INVENTORIES

	Consumable Stores		Client Services Work in Progress		Property Acquired or Constructed for Sale		Total	
	2019/20 £000	2018/19 £000	2019/20 £000	2018/19 £000	2019/20 £000	2018/19 £000	2019/20 £000	2018/19 £000
Balance outstanding at start of year	91	47	-	-	-	-	91	47
Purchases	294	333	-	-	-	-	294	333
Recognised as an expense in the year	(311)	(289)	-	-	-	-	(311)	(289)
Written off balances	-	-	-	-	-	-	-	-
Reversals of write-offs in previous years	-	-	-	-	-	-	-	-
Balance outstanding at year-end	74	91	-	-	-	-	74	91

20. CONSTRUCTION CONTRACTS

As at the 31 March 2020 the Authority had no significant contracts in progress.

21. DEBTORS

	31 March 2020 £000	31 March 2019 £000
Central government bodies	457	52
Other local authorities	350	346
NHS Bodies	-	-
Public corporations and trading funds	-	-
Other entities and individuals	1,061	1,137
Total	1,868	1,535

22. CASH AND CASH EQUIVALENTS

The balance of cash and cash equivalents is made up of the following elements

	31 March 2020 £000	31 March 2019 £000
Cash held by the Council	182	186
Bank current account	4,276	15
Special Interest Bearing Account	-	-
Total Cash and Cash Equivalents	4,458	201

23. ASSETS HELD FOR SALE

	Current		Non Current	
	2019/20 £000	2018/19 £000	2019/20 £000	2018/19 £000
Balance outstanding at start of year	-	-	-	-
Assets newly classified as held for sale:				
Property, Plant and equipment	-	-	-	-
Intangible Assets	-	-	-	-
Revaluation losses	-	-	-	-
Revaluation gains	-	-	-	-
Impairment losses	-	-	-	-
Assets declassified as held for sale:				
Property, Plant and equipment	-	-	-	-
Intangible Assets	-	-	-	-
Assets sold	-	-	-	-
Transfers from non-current to current	-	-	-	-
Balance outstanding at year end	-	-	-	-

24. CREDITORS

	31 March 2020 £000	31 March 2019 £000
Central government bodies	2,486	1,400
Other local authorities	1,879	1,260
NHS Bodies	-	-
Public corporations and trading funds	-	-
Other entities and individuals	3,055	2,310
Total	7,420	4,970

25. PROVISIONS

2019/20	Business Rate Retention Appeals £000
Balance at 1 April 2019	497
Additional Provisions made in 2019/20	360
Amounts used in 2019/20	-
Unused amounts reversed in 2019/20	-
Total	857

2018/19	Business Rate Retention Appeals £000
Balance at 1 April 2018	1,169
Additional Provisions made in 2018/19	-
Amounts used in 2018/19	-
Unused amounts reversed in 2018/19	(672)
Total	497

Provision for Business Rate Appeals

The Local Government Finance Act 2012 introduced a business rates retention scheme that enabled local authorities to retain a proportion of the business rates generated in their area. The new arrangements for the retention of business rates came into effect on 1 April 2013.

Ryedale District Council, as the business rates billing authority, acts as an agent on behalf Central Government, North Yorkshire County Council, North Yorkshire Fire & Rescue Service and themselves and are required to make a provision for any refunds that may become payable to ratepayers following successful appeals against the rateable value of their properties on the ratings list.

The Council retains a 52.5% (40% 2018/19) share of net business rates income under the new localised scheme. The amount shown in the Council's Balance Sheet reflects the Council's proportion of the appeals provision as at 31 March 2020.

There are no other significant events that have taken place that would give the Authority a legal or constructive obligation to provide any material provision for the financial year ending 31 March 2020.

26. USABLE RESERVES

31 March 2019 £000		31 March 2020 £000
14,934	Earmarked General Fund Reserves	15,788
453	Capital Receipts Reserve	456
81	Capital Grants Unapplied	75
15,468	Total Usable Reserves	16,319

Movements in the Authority's usable reserves are detailed in the Movement in Reserves Statement.

Earmarked General Fund Reserves

Details of the movements within the individual earmarked reserves are shown in note 10, together with an explanation of the purpose of each reserve.

Capital Receipts Reserve

2018/19 £000		2019/20 £000
408	Balance at 1 April	453
-	Receipts from disposal of non-current assets and held for sale assets	-
13	Transfer from the Deferred Capital Receipts Reserve upon receipt of cash	13
50	Other receipts	47
471		513
(18)	Receipts used to finance capital expenditure	(57)
453	Balance at 31 March	456

The Capital Receipts Reserve holds cash received from the disposal of non-current assets and held for sale assets, or other money received that can be applied towards financing capital expenditure or repay loan debt.

Capital Grants Unapplied

2018/19 £000		2019/20 £000
90	Balance at 1 April	81
-	Reversal of grants credited to the Comprehensive Income and Expenditure Statement but expenditure has not been incurred	-
90		81
(9)	Grants used to finance capital expenditure	(6)
81	Balance at 31 March	75

This reserve retains the receipts of grants and contributions from central government and other funding organisations available to finance capital expenditure and will be applied to fund relevant projects in future years.

27. UNUSABLE RESERVES

31 March 2019 £000		31 March 2020 £000
5,758	Revaluation Reserve	6,542
-	Financial Instruments Revaluation Reserve	-
11,327	Capital Adjustment Account	11,196
-	Financial Instruments Adjustment Account	-
113	Deferred Capital Receipts Reserve	100
(16,051)	Pensions Reserve	(13,291)
(183)	Collection Fund Adjustment Account	469
(81)	Accumulated Absences Account	(132)
883	Total Unusable Reserves	4,884

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Authority arising from increases in the value of its Property Plant and Equipment (and intangible assets). The balance is reduced when assets with accumulated gains are:

- revalued downwards or impaired and the gains are lost;
- used in the provision of services and the gains are consumed through depreciation; or
- disposed of and the gains are realised.

The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created. Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account.

2018/19 £000		£000	2019/20 £000
5,283	Balance at 1 April		5,758
563	Upward revaluation of assets	892	
-	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	-	
563	Surplus or deficit on revaluation of non-current assets and held for sale assets not posted to the Surplus or Deficit on the Provision of Services		892
(88)	Difference between fair value depreciation and historical cost depreciation	(108)	
-	Accumulated gains on assets sold or scrapped	-	
(88)	Amount written off to the Capital Adjustment Account		(108)
5,758	Balance at 31 March		6,542

Financial Instruments Revaluation Reserve

The Financial Instruments Revaluation Reserve contains the gains made by the Authority arising from increases in the value of its investments that are measured at fair value through Other Comprehensive Income. The balance, which is nil, is reduced when investments with accumulated gains are:

- revalued downwards or impaired and the gains are lost;
- disposed of and the gains are realised.

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing

the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Authority as finance for the costs of acquisition, construction and enhancement.

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Council.

The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

Note 9 provides details of the source of all transactions posted to the Account, apart from those involving the Revaluation Reserve.

2018/19 £000		£000	2019/20 £000
11,434	Balance at 1 April		11,327
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
(643)	• Charges for depreciation and impairment of non-current assets	(693)	
-	• Revaluation losses on Property, Plant and Equipment	-	
-	• Loss on revaluation of held for sale assets	-	
-	• Reduction in Revaluation Reserve on disposal of held for sale assets	-	
(41)	• Amortisation of Intangible Assets	(49)	
-	• Amounts of non-current assets and held for sale assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	
(625)	• Revenue Expenditure Funded by Capital Under Statute	(627)	
(1,309)			(1,369)
88	Adjusting amounts written out of the Revaluation Reserve		108
10,213	Net written out amount of the cost of non-current assets consumed in the year		10,066
	Capital financing applied in the year:		
18	• Use of the capital receipts reserve to finance new capital expenditure	57	
607	• Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that has been applied to capital financing	584	
9	• Application of grants to capital financing from the Capital Grants Unapplied Account	6	
183	• Statutory provision for the financing of capital investment charged against the General fund	163	
167	• Capital expenditure charged against the General Fund	416	
984			1,226
178	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement		(71)
-	Movements in the Donated Assets Account credited to the Comprehensive Income and Expenditure Statement		-
(48)	Movements in Long-term Debtors		(25)
11,327	Balance at 31 March		11,196

Financial Instruments Adjustment Accounts

The Financial Instruments Adjustment Account absorbs the timing differences arising from different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions. The account balance is nil.

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Authority's accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Authority makes employer's contributions to the pension fund or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

2018/19 £000		2019/20 £000
(17,723)	Balance at 1 April	(16,051)
2,772	Re-measurements of the net defined benefit liability/(asset)	3,683
(2,259)	Reversal of items relating to retirement benefits debited or credited to the surplus or deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(2,186)
1,159	Employer's pensions contributions and direct payments to pensioners payable in the year	1,263
(16,051)	Balance at 31 March	(13,291)

Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. Under statutory arrangements, the Authority would not treat these gains as usable for the financing of new capital expenditure until they are by cash receipts. When the deferred cash settlement eventually takes place, amounts are transferred to the Capital Receipts Reserve.

2018/19 £000		2019/20 £000
126	Balance at 1 April	113
-	Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-
(13)	Transfer to the Capital Receipts Reserve upon receipt of cash	(13)
113	Balance at 31 March	100

Collection Fund Adjustment Account

The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax and non-domestic rates income in the Comprehensive Income and Expenditure Statement as it falls due from council tax payers and business rates payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund.

2018/19 £000		2019/20 £000
(475)	Balance at 1 April	(183)
292	Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements	652
(183)	Balance at 31 March	469

Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year, e.g. annual leave entitlement carried forward at 31 March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

2018/19 £000		£000	2019/20 £000
(77)	Balance at 1 April		(81)
77	Settlement or cancellation of accrual made at the end of the preceding year	81	
(81)	Amount accrued at the end of the current year	(132)	
(4)	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements		(51)
(81)	Balance at 31 March		(132)

28. CASH FLOW STATEMENT – OPERATING ACTIVITIES**a. Adjust net surplus or deficit on the provision of services for non-cash movements**

2018/19 £000		2019/20 £000
570	Depreciation	577
73	Impairment and downward valuations	116
41	Amortisation	49
-	Increase / decrease in impairment for bad debts	-
1,073	Increase / decrease in creditors	53
(654)	Increase / decrease in debtors	(366)
(44)	Increase / decrease in inventories	17
1,426	Movement in pension liability	1,249
-	Carrying amount of non-current assets and non-current assets held for sale, sold or derecognised	-
(850)	Other non-cash items charged to the net surplus or deficit on the provision of services	431
1,635		2,126

b. Adjust for items included in the net surplus or deficit on the provision of services that are investing or financing activities

2018/19 £000		2019/20 £000
-	Proceeds from short-term (not considered to be cash equivalents) and long-term investments	-
-	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	-
(2)	Capital receipts unattached to non-current assets	(22)
(606)	Any other items for which the cash effects are investing or financing cash flows	(584)
(608)		(606)

c. Interest received, interest paid and dividends received

2018/19 £000		2019/20 £000
148	Interest received	229
(73)	Interest paid	(66)
-	Dividends received	-

29. CASH FLOW STATEMENT – INVESTING ACTIVITIES

2018/19 £000		2019/20 £000
(128)	Purchase of property, plant and equipment, investment property and intangible assets	(390)
(34,900)	Purchase of short-term and long-term investments	(31,000)
(9)	Other payments for investing activities	(21)
13	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	13
30,100	Proceeds from short-term and long-term investments	31,400
661	Other receipts from investing activities	636
(4,263)	Net cash flows from investing activities	638

30. CASH FLOW STATEMENT – FINANCING ACTIVITIES

2018/19 £000		2019/20 £000
-	Cash receipts of short and long term borrowing	-
-	Other receipts from financing activities	-
(148)	Cash payments for the reduction of the outstanding liabilities relating to finance leases	(127)
(39)	Repayments of short and long-term borrowing	(40)
(271)	Other payments for financing activities	1,989
(458)	Net cash flows from financing activities	1,822

31. MEMBERS ALLOWANCES

The Authority paid the following amounts to members of the Authority during the year:

	2019/20 £000	2018/19 £000
Allowances	131	128
Expenses	5	4
Total	136	132

A summary of payments made to each member is publicised through the Authority's website and is also available for viewing at the reception of the administrative offices.

32. OFFICERS REMUNERATION

The remuneration paid to the Authority's senior employees is as follows:

Job Title	Year	Salary, fees and allowances £	Bonuses £	Expenses allowances £	Compensation for loss of office £	Pension contribution £	Total £	Note
Chief Executive	2019/20	105,158	-	-	-	19,665	124,823	A
	2018/19	63,172	-	-	-	11,813	74,985	B
Deputy Chief Executive	2019/20	60,371	-	-	-	11,238	71,609	C
	2018/19	11,152	-	-	-	2,085	13,237	D
	2018/19	66,555	-	562	30,000	9,074	106,191	E
Head of Waste & Environmental Services Delivery & Frontline Services Lead	2019/20	58,426	-	803	-	10,925	70,154	
	2018/19	55,991	-	963	-	10,470	67,424	
Programme Director of Economic Development, Business & Partnerships Economy & Partnerships Lead	2019/20	63,306	-	-	-	11,838	75,144	F
	2018/19	15,909	-	261	-	2,975	19,145	G
Head of Planning & Regulatory Services Head of Planning	2019/20	59,769	-	802	-	11,177	71,748	
	2018/19	58,597	-	963	-	10,958	70,518	
Council Solicitor & Monitoring Officer Council Solicitor & Monitoring Officer	2019/20	59,769	-	803	-	11,514	72,086	H
	2018/19	58,597	-	963	-	10,958	70,518	
Chief Finance Officer (s151)	2019/20	-	-	-	-	-	-	I
Chief Finance Officer (s151)	2018/19	-	-	-	-	-	-	J
Resources & Enabling Services Lead	2018/19	7,785	-	109	-	1,130	9,024	K
Head of Communications, Technologies & Business Transformation	2019/20	33,537	-	-	-	6,271	39,808	L
Head of Customer & Community Services Customer Services Lead Customer Services Lead	2019/20	47,255	-	-	-	8,836	56,091	M
	2019/20	27,001	-	481	10,000	4,078	41,560	N
	2018/19	51,123	-	963	-	9,560	61,646	

Senior Officers served for the whole of 2019/20 unless stated below.

Notes:

- A £28,000 was recharged for the Chief Executive to North Yorkshire County Council during 2019/20
- B The Chief Executive assumed their position on the 14th August 2018, with £17,000 being recharged to North Yorkshire County Council during 2018/19
- C The Temporary Deputy Chief Executive left the Authority on the 31st January 2020
- D The Temporary Deputy Chief Executive assumed their position on the 4th February 2019
- E The Temporary Chief Executive left the Authority on the 31st October 2018
- F The Programme Director of Economic Development, Business & Partnerships assumed their position on the 15th April 2019
- G The Economy & Partnerships Lead left the Authority on the 8th July 2018
- H The Council Solicitor & Monitoring Officer left the Authority on the 31st March 2020
- I The Chief Finance Officer (s151) is employed by North Yorkshire County Council, with £37,000 being recharged to Ryedale District Council during 2019/20
- J £23,000 was recharged for the Chief Finance Officer (s151) to Ryedale District Council during 2018/19
- K The Resources & Enabling Services Lead left the Authority on the 11th May 2018
- L The Head of Communications, Technologies & Business Transformation assumed their position on the 9th September 2019
- M The Head of Customer & Community Services assumed their position on the 1st July 2019
- N The Customer Services Lead left the Authority on the 13th September 2019

The Authority's employees receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) is as follows:

Remuneration Band	2019/20 Number of employees	2018/19 Number of employees
£50,000 - £54,999	-	1
£55,000 - £59,999	3	3
£60,000 - £64,999	2	1
£65,000 - £69,999	-	-
£70,000 - £74,999	-	-
£75,000 - £79,999	-	-
£80,000 - £84,999	-	-
£85,000 - £89,999	-	-
£90,000 - £94,999	-	-
£95,000 - £99,999	-	1
£100,000 - £104,999	-	-
£105,000 - £109,999	1	-
£110,000 to £114,999	-	-

33. EXTERNAL AUDIT COSTS

The Authority has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections and to non-audit services provided by the Authority's external auditors:

	2019/20 £000	2018/19 £000
* Fees payable to Grant Thornton UK LLP with regard to external audit services carried out by the appointed auditor for the year	45	32
* Additional fees agreed by PSAA Ltd and payable to Grant Thornton UK LLP for 2018/19 external audit services	-	12
* Fees payable to Grant Thornton UK LLP for the certification of grant claims and returns for the year	11	11
* Fees payable in respect of other services provided by Grant Thornton UK LLP during the year	4	-
* Refund of fees payable by PSAA Ltd during the year	(4)	-
	56	55

The fees for other services payable in 2019/20 related to the CFO Insights licence fee.

34. GRANT INCOME

The Authority credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2019/20:

	2019/20 £000	2018/19 £000
Credited to Taxation and Non Specific Grant Income:		
Revenue Support Grant	-	143
New Homes Bonus	861	964
Transitional Grant to Rural Local Authorities	-	572
S31 grant Business Rates	1,944	1,126
Other Grants	66	114
Total	2,871	2,919
Credited to Services:		
Government Grants:		
Disabled Facilities Grant	584	607
Housing Benefit Subsidy and Rent Rebate	7,751	8,383
Housing Benefit & Council Tax Support Administration	206	248
Other Government Grants	143	44
Total	8,684	9,282
Contributions	268	47

As at the 31 March 2020 the Authority has one grant with a balance of £9,000 that has yet to be recognised as income as it has conditions attached to it. This is in relation to a DEFRA grant towards the development of a Food Enterprise Zone (31 March 2019 £9,000).

35. RELATED PARTIES

The Authority is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Authority or to be controlled or influenced by the Council. Disclosure of these transactions allows readers to assess the extent to which the Authority might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

Central Government

Central government has effective control over the general operations of the Authority – it is responsible for providing the statutory framework within which the Authority operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Authority has with other parties, e.g. council tax bills, housing benefits. Grants received from government departments are set out in Note 34.

Members

Members of the Authority have direct control over the Authority's financial and operating policies. The total of members' allowances paid in 2019/20 is shown in Note 31.

Officers

Chief Finance Officer (Section 151), Anton Hodge, of Ryedale District Council is a related party of Veritau North Yorkshire Ltd and the North Yorkshire Building Control Partnership by virtue of being a client officer.

Other Public Bodies

During the year transactions with related parties arose as follows:

		Receipts £000	Payments £000
The Vale of Pickering Internal Drainage Board	- <i>levy</i>	-	94
Foss Internal Drainage Board	- <i>levy</i>	-	4
Veritau North Yorkshire Ltd	<i>see note below</i>	-	57
North Yorkshire Building Control Partnership	<i>see note below</i>	(20)	37

At the end of the financial year the total amount due to and from these related parties was £nil.

With effect from 1 April 2012, Veritau North Yorkshire Ltd provided an internal audit service for a number of local authorities in the region. Ryedale District Council was a full shareholder, other local authorities within the Company being Selby DC, Hambleton DC and Richmondshire DC. Ryedale District Council's contribution to the Company's share capital is £3,000 as at 31 March 2020. Previously, the North Yorkshire Audit Partnership provided internal audit services to Ryedale and the other aforementioned district councils but ceased to exist on 31 March 2012.

The North Yorkshire Building Control Partnership provides a building control service on behalf of five councils: Ryedale DC (host authority), Selby DC, Hambleton DC, Scarborough BC and Richmondshire DC. Ryedale District Council's proportion of the Partnership's accumulated reserve is £50,000 as at 31 March 2020.

Entities Controlled or Significantly Influenced by the Council

With effect from 1 October 2014, Sports & Leisure Management Ltd ran the Authority's leisure centre and swimming pools. Payment of grant of £193,000 was made to Sports & Leisure Management Ltd to support the operation of the leisure facilities in 2019/20. Previously, Community Leisure Ltd, an Industrial Provident Society, ran the leisure centre and swimming pools for Ryedale until 30 September 2014.

36. CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure incurred in the year is shown in the table below, together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Council, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Authority that has yet to be financed. The CFR is analysed in the second part of this note.

	2019/20 £000	2018/19 £000
<i>Opening Capital Financing Requirement</i>	1,865	2,048
Capital investment		
Property plant and equipment	333	105
Investment properties	35	-
Held for sale assets	-	-
Intangible assets	48	62
Revenue expenditure funded from capital under statute	627	625
Loans	21	9
<i>Sources of finance</i>		
Capital receipts	(57)	(18)
Government grants and other contributions	(591)	(616)
Sums set aside from revenue		
Direct revenue contributions	(416)	(167)
Minimum Revenue Provision	(162)	(183)
<i>Closing Capital Financing Requirement</i>	1,703	1,865
<i>Explanation of movements in year</i>		
Increase/(Decrease) in underlying need to borrow (unsupported by government financial assistance)	(162)	(183)
Assets acquired under finance leases	-	-
<i>Increase / (decrease) in Capital Financing Requirement</i>	(162)	(183)

37. LEASES**Authority as Lessee – Finance Leases**

The Authority has acquired a number of vehicles and some equipment under finance leases.

This Authority is committed to making minimum payments under these leases comprising settlement of the long-term liability for the interest in the vehicles and the equipment acquired by the Authority and finance costs that will be payable by the Authority in future years while the liability remains outstanding. The minimum lease payments are made up of the following amounts:

	31 March 2020 £000	31 March 2019 £000
Finance lease liabilities (net present value of minimum lease payments)		
Current	88	127
Non-current	25	113
Finance costs payable in future years	7	19
Minimum lease payments	120	259

The minimum lease payments will be payable over the following periods:

	Minimum lease payments		Finance lease liabilities	
	31 March 2020 £000	31 March 2019 £000	31 March 2020 £000	31 March 2019 £000
Not later than one year	94	139	88	127
Later than one year and not later than five years	26	120	25	113
Later than five years	-	-	-	-
	120	259	113	240

Authority as Lessee - Operating Leases

The Authority normally acquires vehicles, plant and equipment using operating leases. The Authority also provides certain employees with lease vehicles under three year contract hire agreements.

The future minimum lease payments due under non-cancellable leases in future years are:

	31 March 2020 £000	31 March 2019 £000
Not later than one year	40	82
Later than one year and not later than five years	19	52
Later than five years	-	-
	59	134

The expenditure charged to the Cost of Services line in the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

	2019/20 £000	2018/19 £000
Minimum lease payments	91	116
Contingent rents	-	-
Sublease payments receivable	-	-
	91	116

Authority as Lessor

The Authority has not leased out property, vehicles or equipment under either finance lease or operating lease arrangements.

38. IMPAIRMENT LOSSES

During 2019/20 the Authority has no impairment losses.

39. TERMINATION BENEFITS

The Authority has not terminated the contracts of any employees in 2019/20.

The number of exit packages that have been agreed, accrued for and charged to the Authority's Comprehensive Income and Expenditure Statement with total cost per band are set out in the table below:

Exit package cost band (including special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band	
	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19
£0 - £20,000	-	-	-	-	-	-	-	-
£20,001 - £40,000	-	-	-	-	-	-	-	-
£40,001 - £60,000	-	-	-	-	-	-	-	-
£60,001 - £80,000	-	-	-	-	-	-	-	-
£80,001 - £100,000	-	-	-	-	-	-	-	-
£100,001 - £150,000	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

40. DEFINED BENEFIT PENSION SCHEMES**Participation in Pension Schemes**

As part of the terms and conditions of employment of its officers, the authority makes contributions towards the cost of post employment benefits. Although these benefits will not actually be payable until employees retire, the Authority has a commitment to make the payments (for those benefits) and to disclose them at the time that employees earn their future entitlement. The Authority participates in two post employment schemes:

- The Local Government Pension Scheme, administered by North Yorkshire County Council – this is a funded defined benefit final salary scheme, meaning that the authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.
- Arrangements for the award of discretionary post retirement benefits upon early retirement – this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pensions liabilities and cash has to be generated to meet actual pensions payments as they eventually fall due.

Transactions Relating to Retirement Benefits

We recognise the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash payable in the year, so the real cost of post employment/retirement benefits is reversed out of the General Fund via the Movements in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2019/20 £000	2018/19 £000	2019/20 £000	2018/19 £000
Comprehensive Income and Expenditure Statement				
<i>Cost of Services:</i>				
• Current service cost	1,819	1,373	-	-
• Past service costs / (gains)	-	453	-	-
• (Gain) / Loss from settlements	-	-	-	-
<i>Financing and Investment Income and Expenditure:</i>				
• Net interest expense	360	425	7	8
<i>Total Post Employment Benefits charged to the Surplus or Deficit on the Provision of Services</i>	2,179	2,251	7	8
<i>Other Post Employment Benefits charged to the Comprehensive Income and Expenditure Statement</i>				
<i>Remeasurement of the net defined benefit liability comprising:</i>				
• Return on plan assets (excluding the amount included in the net interest expense)	3,212	(3,763)	-	-
• Actuarial gains and losses due to changes in financial assumptions	(1,476)	4,119	(7)	8
• Actuarial gains and losses due to changes in demographic assumptions	(2,817)	(3,256)	(5)	(12)
• Actuarial gains and losses due to liability experience	(2,589)	131	(1)	1
<i>Total Post Employment Benefits charged to the Comprehensive Income and Expenditure Statement</i>	(1,491)	(518)	(6)	5
<i>Movement in Reserves Statement:</i>				
• Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post employment benefits in accordance with the Code	(1,491)	(518)	(6)	5
<i>Actual amount charged against the General Fund Balance for pensions in the year:</i>				
• Employers contributions payable to scheme	1,246	1,143		
• Retirement benefits payable to pensioners			17	16

Pensions Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the authority's obligation in respect of its defined benefit plans is as follows:

	Local Government: Pension Scheme £000		Discretionary Benefits £000	
	2019/20	2018/19	2019/20	2018/19
Present value of the defined benefit obligation	(75,907)	(81,475)	(272)	(295)
Fair value of plan assets	62,888	66,045	-	-
Net liability arising from defined benefit obligation	(13,019)	(15,430)	(272)	(295)

Reconciliation of the Movements in the Fair Value of Scheme (Plan) Assets

	Local Government: Pension Scheme £000		Discretionary Benefits Arrangements £000	
	2019/20	2018/19	2019/20	2018/19
Opening fair value of scheme assets	66,045	62,271	-	-
Interest income	1,567	1,599	-	-
Remeasurement gain/(loss):				
• The return on plan assets, excluding the amount included in the net interest expense	(3,212)	3,763	-	-
The effect of changes in foreign exchange rates	-	-	-	-
Contributions from employer	920	817	17	16
Contributions from employees into the scheme	323	282	-	-
Benefits paid	(2,755)	(2,687)	(17)	(16)
Closing fair value of scheme assets	62,888	66,045	-	-

Reconciliation of Present Value of the Scheme Liabilities (Defined Benefit Obligations)

	Funded liabilities: Local Government Pension Scheme £000		Unfunded liabilities: Discretionary Benefits £000	
	2019/20	2018/19	2019/20	2018/19
Opening balance at 1 April	81,475	79,036	295	306
Current service cost	1,819	1,373	-	-
Interest cost	1,927	2,024	7	8
Contribution from scheme participants	323	282	-	-
Remeasurement (gains) and losses:				
• Financial Assumptions	(1,476)	4,119	(7)	8
• Demographic Assumptions	(2,817)	(3,256)	(5)	(12)
• Liability Experience	(2,589)	131	(1)	1
Past service costs	-	453	-	-
Losses/(gains) on curtailment	-	-	-	-
Entity combinations	-	-	-	-
Benefits paid	(2,755)	(2,687)	(17)	(16)
Closing balance at 31 March	75,907	81,475	272	295

Local Government Pension Scheme assets comprised:

	31 March 2020 £000	31 March 2019 £000
Equities	36,789	37,249
Property	4,591	5,548
Government Bonds	12,012	12,549
Corporate Bonds	-	-
Cash	2,578	3,236
Other	6,918	7,463
Closing fair value of scheme assets at 31 March	62,888	66,045

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc. Both the Local Government Pension Scheme and Discretionary Benefits liabilities have been assessed by Aon Hewitt Limited, an independent firm of actuaries, estimates for the County Council Fund being based on the full valuation of the scheme as at 31 March 2019.

The significant assumptions used by the actuary have been:

	31 March 2020	31 March 2019
Mortality assumptions:		
Longevity at 65 for current pensioners:		
Men	21.8 yrs	22.2 yrs
Women	23.9 yrs	25.3 yrs
Longevity at 65 for future pensioners:		
Men	23.5 yrs	23.9 yrs
Women	25.7 yrs	27.2 yrs
Rate of Inflation (RPI)	N/A	3.30%
Rate of Inflation (CPI)	2.00%	2.20%
Rate of increase in salaries	3.25%	3.45%
Rate of increase in pensions	2.00%	2.20%
Rate of revaluation in pension accounts	2.00%	2.20%
Rate for discounting scheme liabilities	2.30%	2.40%

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumptions analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Impact on the Defined Benefit Obligation in the Scheme

	Base Figure	+0.1% pa -0.1% pa Discount Rate	+0.1% pa -0.1% pa Salary Increase Rate	+0.1% pa -0.1% pa Pension Increase Rate	-1 year +1 year Mortality Assumption
Present Value of Total Obligation (£000)	75,907	74,524 77,316	76,044 75,771	77,207 74,632	78,379 73,462
Change in Present Value of Total Obligation (%)		-1.8 1.9	0.2 -0.2	1.7 -1.7	3.3 -3.2
Projected Service Cost (£000)	1,815	1,753 1,878	1,815 1,815	1,878 1,753	1,885 1,746
Approx Change in Projected Service Cost (%)		-3.4 3.5	0.0 0.0	3.5 -3.4	3.9 -3.8

Further information can be found in the North Yorkshire Pension Fund's Annual Report that is available upon request from Financial Services, County Hall, Northallerton, DL7 8AL.

Impact on the Authority's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The North Yorkshire Pension Fund has an investment strategy in place to address the funding deficit over a 30 year period, based on an appropriate level of employers' contributions, producing a positive cash flow into the fund. The Council is currently nine years into this period.

Funding levels are monitored on an annual basis. The next triennial valuation is due to be completed on 31 March 2022.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 2014. The Act provides for scheme regulations to be made within a common framework, to establish a new career average revalued earnings scheme to pay pensions and other benefits to certain public servants.

The Authority paid £1,263,000 expected contributions to the scheme in the year to 31 March 2020.

The weighted average duration of the defined benefit obligation for scheme members is 18.4 years 2019/20 (17.5 years 2018/19).

41. CONTINGENT LIABILITIES

At 31 March 2020, the Authority had no material contingent liabilities.

42. CONTINGENT ASSETS

At 31 March 2020 the Authority had no material contingent assets to report.

43. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The Authority's activities expose it to a variety of financial risks:

- Credit risk – the possibility that other parties might fail to pay amounts due to the Authority;
- Liquidity risk – the possibility that the Authority might not have funds available to meet its commitments to make payments; and
- Market risk – the possibility that financial loss might arise for the Authority as a result of changes in such measures as interest rates movements.

The Authority's overall risk management procedures focus on the unpredictability of financial markets and are structured to implement suitable controls to minimise these risks. The procedures for risk management are set out through a legal framework in the Local Government Act 2003 and associated regulations. These require the Authority to comply with the CIPFA Prudential Code, the CIPFA Code of Practice on Treasury Management in the Public Services and Investment Guidance issued through the Act. Overall these procedures require the Authority to manage risk in the following ways:

- By formally adopting the requirements of the CIPFA Treasury Management Code of Practice;
- By the adoption of a Treasury Policy Statement and treasury management clauses within its financial regulations, standing orders and constitution;
- By approving annually in advance prudential and treasury indicators for the following three years limiting:
 - The councils overall borrowing;
 - Its maximum and minimum exposures to fixed and variable rates; and
 - Its maximum and minimum exposures to the maturity structure of its debt; and
 - Its maximum and annual exposures to investments maturing beyond a year; and
- By approving an investment strategy for the forthcoming year setting out its criteria for both investing and selecting investment counterparties in compliance with the Government Guidance.

These are required to be reported and approved at or before the Authority's annual Council Tax setting budget or before the start of the year to which they relate. These items are reported with the annual treasury management strategy which outlines the detailed approach to managing risk in relation to the Authority's financial instrument exposure. Actual performance is also reported after each year, as is a mid-year update.

Credit Risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Authority's customers.

This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poors Credit Ratings services. The Annual Investment Strategy also considers the maximum amounts and time limits in respect of each financial institution. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above. Additional selection criteria are also applied after this initial criteria is applied.

This Authority uses the creditworthiness service provided by its treasury advisers. This service uses a sophisticated modelling approach with credit ratings from all three rating agencies forming the core element. However, it does not rely solely on the current credit ratings of counterparties but also uses the following as overlays:

- Credit watches and credit outlooks from credit rating agencies;
- CDS spreads to give early warning of likely changes in credit ratings; and
- Sovereign ratings to select counterparties from only the most creditworthy countries

The Authority's maximum exposure to credit risk in relation to its investments in banks and building societies of £3m cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. The risk of non recovery applies to all of the authority's deposits but there is no evidence at 31 March 2020 that this was likely to occur.

Customers for goods and services are assessed, taking into account their financial position, past experience and other factors, with individual credit limits being set in accordance with internal ratings in accordance with parameters set by the council.

The following analysis summarises the Authority's potential maximum exposure to credit risk, based on experience of default and uncollectability in previous financial years, adjusted to reflect current market conditions.

	Amount at 31 March 2020	Historical Experience of Default	Historical Experience adjusted for market conditions at 31 March 2020	Estimated maximum exposure to default and uncollectabil ity at 31 March 2020 £000	Estimated maximum exposure to default and uncollectabi lity at 31 March 2019 £000
	£000	%	%		
Deposits with Banks and Financial Institutions	21,597	0%	0%	-	-

Liquidity Risk

The Authority has a comprehensive cash flow management system that seeks to ensure that cash is available when needed. If unexpected movements happen, the Authority has ready access to borrowings from the money markets and the Public Works Loan Board. There is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. The maturity analysis of financial liabilities is as follows:

	31 March 2020 £000	31 March 2019 £000
Up to 20 years	559	599
21 to 50 years	1,014	1,014
	1,573	1,613

All trade and other payables are due to be paid in less than one year.

Market Risk

Interest Rate Risk

The Authority is exposed to risk in terms of its exposure to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the authority. For instance, a rise in interest rates would have the following effects:

- borrowings at variable rates – the interest expense charged to the Surplus or Deficit on the Provision of Services will rise;
- borrowings at fixed rates – the fair value of the liabilities borrowings will fall;
- investments at variable rates – the interest income credited to the Surplus or Deficit on the Provision of Services will rise; and
- investments at fixed rates – the fair value of the assets will fall.

Changes in interest payable and receivable on variable rate borrowings and investments and investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund Balance. Movements in the fair value of fixed rate investments that have a quoted market price will be reflected in Other Comprehensive Income and Expenditure.

The Authority has set an upper limit of 5% of its borrowings in variable rate loans and an upper limit of 50% of its investments in variable rates. However, all investments and borrowings are currently fixed rate, which helps to reduce uncertainty. The authority continues to keep a proportion of its investments short term to allow for flexibility in interest rate movements.

Price Risk

The Authority does not generally invest in equity shares and is therefore not subject to any price risk, that is, the risk that the authority will suffer loss as a result of adverse movements in the price of financial instruments.

Foreign Exchange Risk

The Authority has no financial assets or liabilities denominated in foreign currencies, therefore it has no exposure to loss arising as a result of adverse movements in exchange rates.

2018/19			2019/20		Note
Council Tax £000	Business Rates £000		Council Tax £000	Business Rates £000	
		INCOME			
(38,647)		Council Tax	(41,309)		
-		Transfers from General Fund - Council Tax Benefits	-		
	(16,472) 474	Income collectable from business ratepayers Transitional Protection Payments		(18,516) 514	
(38,647)	(15,998)	Total Income	(41,309)	(18,002)	
		EXPENDITURE			
		Precepts and Demands:			(2)
27,112		North Yorkshire County Council	28,528		
5,054		North Yorkshire Police & Crime Commissioner	5,566		
1,502		North Yorkshire Fire & Rescue	1,551		
5,115		Ryedale District Council	5,316		
55		Street Lighting Expenses	50		
		Business Rates:			(3)
	-	Payment to National Pool		-	
	8,413	Central Government		3,765	
	6,731	Ryedale District Council		8,517	
	1,514	North Yorkshire County Council		3,557	
	168	North Yorkshire Fire & Rescue		160	
	110	Allowance for cost of Business Rate Collection		109	
(196)	(30)	Allowance for Impairment	125	42	(4)
	(1,679)	Provision for Appeals		390	(4)
83	14	Write Off of uncollectable amounts	71	23	(4)
38,725	15,241	Total Expenditure	41,207	16,563	
78	(757)	(Surplus) / deficit for the year	(102)	(1,439)	
(235)	1,266	(Surplus) / deficit at 1 April	(157)	509	
(157)	509	(Surplus) / deficit at 31 March	(259)	(930)	

1. General

This statement represents the transactions of the Collection Fund, a statutory fund separate from the General Fund of the Council. The Collection Fund accounts independently for income relating to Council Tax and Non-Domestic rates on behalf of those bodies (including the Council's own General Fund) for whom the income has been raised.

The Collection Fund accounts are consolidated with the other accounts of the Council. Transactions are prescribed by legislation and are prepared on an accruals basis. The costs of administering collection are accounted for in the General Fund.

The surplus or deficit on the Collection Fund at the end of the year is required to be distributed to or made good by contributions from the Council, Central Government, North Yorkshire County Council, North Yorkshire Police & Crime Commissioner and North Yorkshire Fire and Rescue Authority in a subsequent financial year.

The Local Government Finance Act 2012 introduced a business rates retention scheme that enabled local authorities to retain a proportion of the business rates generated in their area. The new arrangements for the business rates came into effect on 1 April 2013. Billing authorities act as agents on behalf of the major preceptors (22.5% 2019/20; 10% 2018/19), central government (25% 2019/20; 50% 2018/19) and themselves (52.5% 2019/20; 40% 2018/19).

2. Council Tax

The Council Tax is a tax levied on all domestic properties, in a proportion, which is determined by the valuation band allocated to a property. The Council Tax base, i.e. the number of chargeable dwellings in each valuation band converted to an equivalent number of Band D dwellings, was calculated as follows:

Band	No of Chargeable Dwellings	Ratio	Band D Equivalent Dwellings
A	1,966	6/9	1,311
B	5,683	7/9	4,420
C	5,463	8/9	4,856
D	4,169	1	4,169
E	3,294	11/9	4,026
F	1,981	13/9	2,861
G	1,099	15/9	1,832
H	106	18/9	212
TOTAL	23,761		23,687
Empty Property Premium			40.35
Cost of LCTS Scheme			(1,650.45)
Less adjustment for Collection Rate			(265.12)
Council Tax Base			21,811.78

Precepts and demands for 2019/20 are analysed as follows:

	Ryedale DC £000	NYCC £000	NYPCC £000	NYFRA £000
2019/20 Precept/Demand Payment in respect of 2018/19 deficit	5,329 (13)	28,599 (71)	5,579 (13)	1,555 (4)
	5,316	28,528	5,566	1,551

The balance of Council Tax within the Collection Fund is available for funding the precept requirement for the authorities as follows:

	£000
Ryedale District Council	(34)
North Yorkshire County Council	(180)
North Yorkshire Police & Crime Commissioner	(35)
North Yorkshire Fire & Rescue Authority	(10)

3. Income from Business Rates

The Authority collects business rates for its area, which are based on local rateable values multiplied by a uniform rate.

Additional information is as follows:

Total National Non Domestic Rateable Value in £ at 31 March 2020	49,071,478
NDR Rate in £ for 2019/20	50.4p
Small Business Rate in £ for 2019/20	49.1p
Number of Business Premises (Hereditament) at 31 March 2020	3,085
Number of Local Council Tax Support Claimants at 31 March 2020	3,091

Business Rate Yield for 2019/20 is analysed as follows:

	Ryedale DC £000	NYCC £000	NYFRA £000	Government £000
2019/20 Estimates Yield Payment in respect of 2018/19 deficit	8,892 (375)	3,642 (85)	169 (9)	4,235 (470)
	8,517	3,557	160	3,765

The balance of Non domestic rates within the Collection Fund is apportioned as follows:

	£000
Ryedale District Council	(435)
North Yorkshire County Council	(146)
Central Government	(340)
North Yorkshire Fire & Rescue Authority	(9)

4. Bad and Doubtful Debts and Provision for Appeals

The figures show any movement on the provision for bad and doubtful debts. Provision has been made for Council Tax payers of £269,000 (2018/19: £144,000) and Business Ratepayers of £62,000 (2018/19: £20,000) and is included within Debtors in the Authority's Balance Sheet. Provision has been made for the cost of successful business rate appeals of £1,632,000 (2018/19: £1,242,000).

Scope of Responsibility

Ryedale District Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money allocated to it is safeguarded, properly accounted for, and used economically, efficiently and effectively. The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, including arrangements for the management of risk.

RYEDALE
DISTRICT
COUNCIL



The Code of Governance sets out the principles of good governance and describes the arrangements the Council has put in place to meet each of these principles:

- A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law**
- B. Ensuring openness and comprehensive stakeholder engagement**
- C. Defining outcomes in terms of sustainable economic, social and environmental benefits**
- D. Determining the interventions necessary to optimise the achievement of intended outcomes**
- E. Developing the entity's capacity, including the capability of its leadership and the individuals within it**
- F. Managing risks and performance through robust internal control and strong public financial management**
- G. Implementing good practices in transparency, reporting, and audit, to deliver effective accountability**

The Purpose of the Governance Framework

The governance framework comprises the systems and processes, culture and values, by which the Council directs and controls its activities, and how it leads, engages with and accounts to the community it serves. It enables the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.

The system of internal control is a significant part of that framework and is designed to manage risk to an acceptable level. It cannot eliminate all risk of failure to achieve the Council's aims and objectives, but it seeks to provide reasonable rather than absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify, prioritise and manage the risks to the achievement of the Council's aims and objectives.

The governance framework has been in place at Ryedale District Council for the year ended 31 March 2020 and up to the date of approval of the annual statement of accounts.

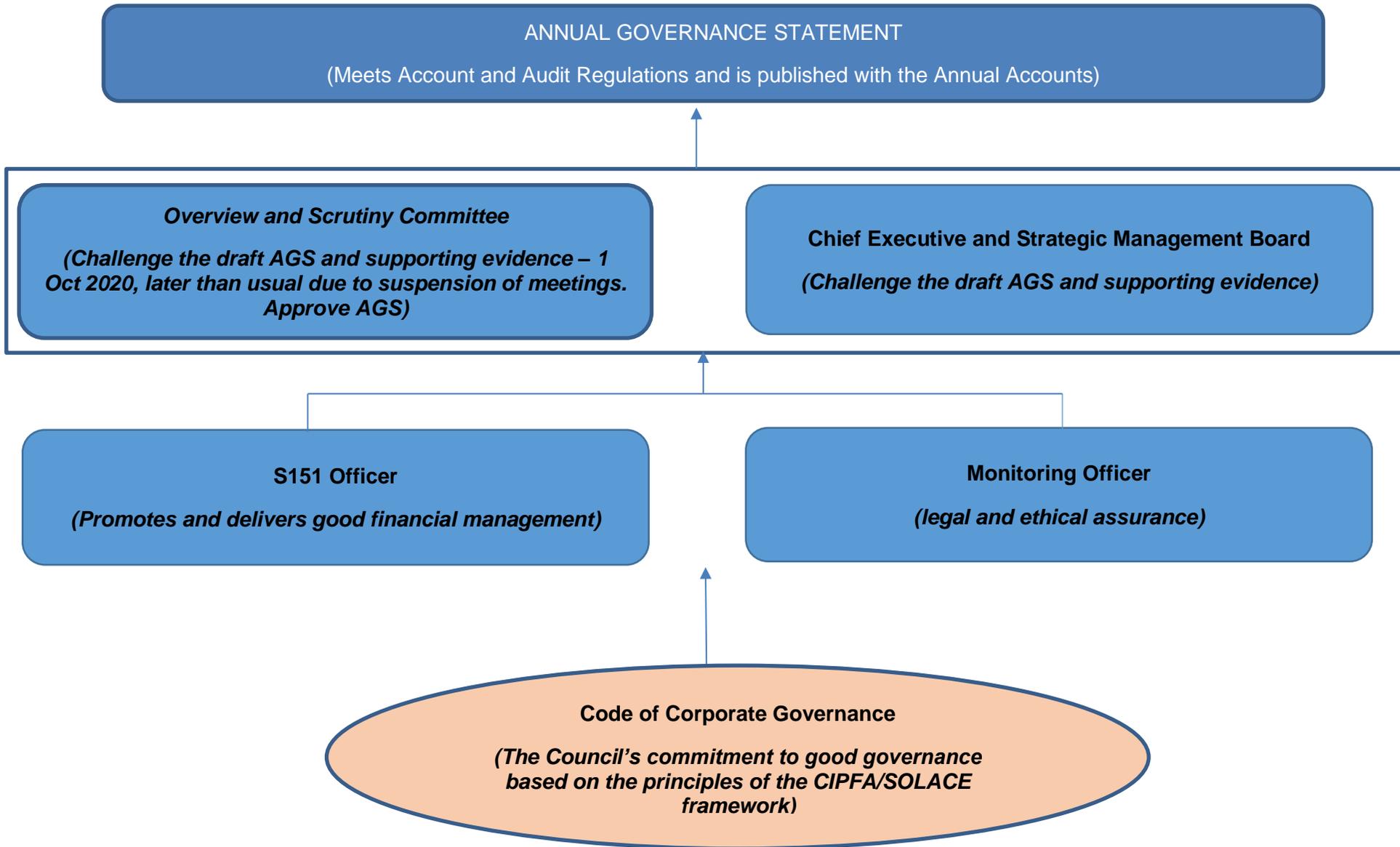
The Council's Governance Framework addresses the way the Council is controlled and managed, both strategically and operationally, and how it will deliver its services. The Framework recognises that the Council's business is focused upon its corporate priorities and seeks to facilitate delivery to our local communities of the goals set out in the Corporate Plan. To improve the effectiveness of this, the Council has built on the Health Checks commissioned in 2018 and 2019 by implementing action plans and strengthening capacity in areas described below. Further reviews - such as by SOCITM - have been undertaken in a spirit of continuous improvement and a new Council Plan has been drafted.

The structures and processes, risk management and other internal control systems, such as standards of conduct, form part of this Framework, which is about managing the barriers to achieving the Council's objectives.

Members and senior officers are responsible for putting in place proper arrangements for the governance of the Council's affairs and the stewardship of the resources at its disposal. Following the appointment of a new Chief Executive and Section 151 Officer in Autumn and Summer 2018, this task is now managed by the Strategic Management Board and other senior managers, who have commissioned and taken action to address governance related issues. This includes briefing relevant Committees for consideration. Overview and Scrutiny have also pursued a robust approach to strengthening governance arrangements in key areas such as risk management. A review of capacity in Corporate Governance has also taken place and a new structure is now being implemented.

The Council has designed systems and processes to regulate, monitor and control its activities in order to achieve its vision and objectives.

The process for drawing up and approving the AGS is set out below. However for the 2019/20 statement, this process has been severely impacted by the Coronavirus Pandemic and this is explained in more detail below.



Code of Corporate Governance

Constitution
Code of Conduct
Scheme of Delegation
Complaints Process
Equality and Diversity

- Standards Annual Report to O&S Committee
- Complaints Summary Reports
- Public Consultations
- Local Government and Social Care Ombudsman Report
- Equality in Employment Policy

Council Plan
Policies and Procedures
Business Planning
Performance Results
Partnership Protocol

- Performance Reports
- Committee Reports
- Annual Audit Opinion (Internal)
- Overview and Scrutiny Committee
- Corporate Programme

Financial Management Framework
Budget Monitoring Process
Compliance with CIPFA Guidelines

- Medium Term Financial Strategy
- Treasury & Investment Strategy
- Statement of Accounts
- Annual Audit Letters (External)
- Finance & Contract Procedure Rules

HR Policies
Pay Policy
Risk Management

- Corporate Risk Register
- Service Risk Registers
- Mandatory Training
- Bribery, Anti-Fraud & Corruption Policy
- Speak Out Policy
- HR & OD Health Check and Improvement Programme
- #zerotolerance Policy
- Health and Safety Policy
- Safeguarding Policy
- Resolving Issues at Work Policy

Review of Effectiveness

The Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by:

- the Annual Internal Audit Assurance opinion, as provided by Veritau North Yorkshire;
- comments made by the external auditors and other review agencies and inspectorates;
- the Overview & Scrutiny Committee review that the elements of the governance framework are in place and effective, to ensure compliance with the principles. They also reviewed the system of internal audit and concluded it was effective and remained a key source of assurance for the Council in 2019/20.

In accordance with the Code of Practice on Local Authority Accounting for 2019/20, Ryedale's financial management arrangements conform with the governance requirements of the CIPFA Statement on the Role of the CFO in Local Government (2010).

The Council's Monitoring Officer has a legal responsibility to look into matters of potential unlawfulness within the Council. In 2019/20 the Monitoring Officer was supported by additional capacity to ensure the efficiency and effectiveness of all arrangements relating to Council and Committee meetings, working groups, and the required officer support. A review of Corporate Governance and implementation of a new structure and a change of Monitoring Officer with additional support has strengthened this area, and the impact of the pandemic is being monitored.

The Overview and Scrutiny Committee acting as a Corporate Governance Standards Committee has monitored standards of conduct of Members and advised the Council on probity issues. Entries made in the Register of Members' Interests were reviewed by the Monitoring Officer.

Other key officers have also been consulted for their views on the standards of governance within the Council - specifically the:

- S151 Finance Officer
- Monitoring Officer
- Head of Internal Audit (Veritau)

The Performance Management Framework has operated effectively during the year but is being reviewed to align with newly adopted policies and the Council Plan. Monitoring information on key areas of performance has been provided to the Strategic Management Board for review and action. Performance management outputs have also been reviewed by the Overview & Scrutiny and Policy & Resources Committee.

Review of Effectiveness

The Overview and Scrutiny (O&S) Committee process has provided challenge and has monitored the Council's policies and performance on an ongoing basis. During 2019/20 the Members of O&S have worked together, adopting a non-political approach, developing and using their knowledge and expertise, and that of others to the best effect. An evidence-based approach to the O&S work has been instrumental in achieving good results. Highlights have included:

Scrutiny

- Treasury Management
- Statement of Accounts
- Complaints
- Performance

Scrutiny Reviews on

- Equalities (Interim Report)
- Climate Change
- Universal Credit
- Historical allegations of bullying and the publication of the Raine/Dunstan Report

Monitoring Reports from Key Partnerships and External Bodies (Everyone Active – July 2019).

The Council is dedicated to ensuring that its resources are utilised in the most effective and efficient manner whilst delivering continuous improvement. Work has been undertaken during the current year to ensure members are fully informed of, and involved in, shaping the budget strategy ahead of key meetings in February 2020.

The new financial monitoring arrangements introduced part way through 2018/19 have been and were in place for the full financial year, giving outturn estimates to members on a quarterly basis which can now be seen as being consistent with the final actual outturn position.

To improve the Council's effectiveness of this, capacity and additional support is now in place in services such as Health and Safety, Corporate Governance and Finance, IT, Communications, Transformation, Legal and Procurement. Additional support for Strategy and Performance was due to be implemented in 2020/21, progress has been delayed as a consequence of COVID management and mitigation.

Review of Effectiveness

Based on the assurance work undertaken by Internal Audit, the Head of Internal Audit (Veritau) has provided an opinion on the adequacy of the control environment which concluded that this gave reasonable assurance and also recognised that the Council has made good progress in the last few years to improve its governance arrangements. It should, however, be noted that all risks of failure cannot be eliminated, and the assurance given is therefore reasonable and not absolute. Areas in which controls were below the required standard are reported initially to the relevant Manager who ensures prompt corrective action is taken, and ultimately to the Overview & Scrutiny Committee who monitor progress with improvements via follow up reports from Internal Audit.

All key systems were audited in 2019/20 and a total of 13 audit reports and other pieces of work provided to management and the O&S Committee. We have built on our improvements to Risk Management and a new Corporate Risk Register by rolling out our approach to all services. A new Corporate Governance service has been established, with a new Head of Service, to help drive these changes.

In November 2020 the Council's external auditors (Grant Thornton) are expected to provide the Council with an unqualified opinion on the Council's accounts within their Annual Audit and Inspection letter. We expect that the Auditors' opinion will note a full year's worth of progress in areas such as financial monitoring and risk management that commenced only partway through the previous financial year.

A new Council Plan was adopted in September 2020; the corporate programme to deliver this, and its underpinning performance framework is currently in development. Progression through the democratic process will take place in due course. The Council's People and Culture Plan and Council Plan, details key milestones and measures for success relating to organisational development. We are delivering well against the targets set out in this Plan resulting in a more positive organisational culture.

In the 2018/19 Annual Governance Statement, seven key issues were identified. Some of these are ongoing and will be continued (but amended) in the new version.

Coronavirus

There has been a significant impact on Council services of the coronavirus pandemic from March 2020. Despite the challenges, the Council has maintained consistent essential services for residents, whilst adapting to provide alternative virtual services wherever possible.

A decision was taken on 20 March 2020 to suspend Council meetings. Since then the Chief Executive has been taking decisions on urgent matters after consultation with the Leader of the Council, and where appropriate, the Chairman of the appropriate Committee and the relevant Ward Member(s). Committee and Council meetings resumed in September 2020.

Meetings follow government guidance on making these COVID secure and comply with relevant legislation.

Returns to MHCLG, decision-notices and a financial tracker were maintained throughout the use of urgency powers to track the detail of decisions made and the financial impact. These were reported to Full Council in September 2020.

Key Issues

This Statement is intended to provide reasonable assurance. It is stressed that no system of control can provide absolute assurance against material misstatement or loss. In concluding this overview of the Council's governance arrangements, a number of issues have been identified that need to be addressed to ensure continuous improvement in the Governance Framework. The aim is to address these weaknesses during the 2020/21 financial year, by way of an action plan for improving the governance framework and system of internal control. This will be subject to monitoring by the Overview and Scrutiny Committee.

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
Brought Forward and updated	<p>Financial Sustainability. On-going and future changes to the Council's financial framework including several changes to national and local funding regimes will increase the financial pressure on the Council and risk profile.</p> <p>This needs to be matched with effective financial management on the part of members and officers.</p> <p>This Control Issue has been revised to</p>	<p>The agreed Medium Term Financial Strategy of the Council highlights the expected need to make future savings. This informs the budget process for future years.</p> <p>The s151 Officer considers the risk as part of the closure of accounts including the need to make appropriate provisions and reserves at the year-end.</p> <p>Ensure effective budget management is in operation across the Council, including accurate data and</p>	Chief Finance Officer (s151).	Ongoing.	<p>This is a Key Issue which has formed part of the AGS for a number of years, and it is expected that this will continue to be the case.</p> <p>A revised Financial Strategy was approved by Council in October 2019 and members were consulted during the preparation of the budget through reports and briefings.</p> <p>Financial monitoring is now fully in place. This was successful in 2019/20 with the spend against the</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
	include dealing with the ongoing impact of the Coronavirus Pandemic. Current analysis suggests that the resources announced so far from central government do not cover the full costs to Ryedale District Council of the pandemic. The Council needs to ensure that the additional spending and loss of income are fully recovered from central government.	<p>forecasting and reporting to members. Ensure that members are kept aware of all relevant financial information to assist in budget setting in future years.</p> <p>The MTFS will also take into account the ongoing impact of the Coronavirus pandemic (see below).</p> <p>A full review of the impact of the coronavirus will be ongoing in 2020/21.</p>			<p>budget set breaking even.</p> <p>Like all other councils, RDC will overspend as a result of Covid-19. The Council is maintaining a tracker of all spending commitments and income losses relating to the Covid-19 pandemic to enable full accountability. This reflects the impact of Decision Notices and other costs.</p> <p>Returns are made to Government (MHCLG) on a monthly basis to show the impact of Covid -19; these returns are used by Government to determine their approach to additional funding packages.</p> <p>The costs associated with COVID continue</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>to accumulate as additional responsibilities are placed on councils (e.g. payment of grants) and increasing service demands (e.g. housing, environmental health etc.).</p> <p>Reviews have started on individual service areas to look at longer term impact and following the review of year end results. The quarterly monitoring reports will pick this issue up in more detail.</p> <p>EU transition, and potentially, Local Government Reform, will also require careful consideration with regard to use of resources and financial impact.</p> <p>A revised MTFS will be brought to P&R on 12 November and</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					will continue to be updated over the following months until formal approval is expected in February by Council.
2019/20 and ongoing	Waste and recycling review - ensuring that RDC achieves efficient and effective waste and recycling collection.	<p>Implementation of new optimised household waste and recycling collections linked to new recycling vehicles and waste transfer station.</p> <p>A piece of work on route optimisation will be completed.</p> <p>Delivery programme of new recycling vehicle to be completed in 2020/21.</p>	To be completed.	To be completed.	<p>This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20). The actions proposed were that the new waste transfer site would be operational and that the new recycling vehicle would be in place.</p> <p>The new waste transfer site is now operational.</p> <p>The new vehicle is not yet in place, but is expected in the coming months, due largely to modifications required to it.</p> <p>In the last year, we have undertaken a Waste and Recycling service review and</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>an improvement plan will be put in place during 2020/21 to ensure efficient and effective waste and recycling collection.</p> <p>Waste and recycling rounds have been updated and optimised to reflect increased tonnages in Q1 and Q2 2020/21 due to covid lockdown which will be completed by the end of October.</p> <p>Looking ahead, the Environment Bill will set targets in key areas, like air quality, residual waste and water quality.</p>
2019/20 and ongoing	<p>Local Plan requires review and adoption.</p> <p>Project is ongoing into 2020/21 and beyond until adoption. Estimated to be 2024/25.</p>	<p>Review of the development plan as the Local Plan Strategy is currently nearly seven years old.</p> <p>This will highlight expected levels of development that will take place in the District</p>	Head of Planning and Regulatory Services.	Some delay in early stages of the review by the Local Plan Working Party arising from the Covid outbreak and capacity in the officer team. Second meeting of the LPWP has occurred and a	<p>This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20). The action was for the Sites Document to be adopted.</p> <p>The Sites Document was formally adopted</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
		and will set out the specific types of new development required to meet Ryedale's needs.		timetable for future meetings established. Formal adoption of the review is likely to be in 2024/25. This was previously estimated to be 2023.	<p>on 29 June 2020 as scheduled.</p> <p>Member approval of the new Local Development Scheme and Statement of Community Involvement will be sought by the end of 2020.</p> <p>The Government is currently proposing radical reform to the planning system, including reforms to plan-making (Planning For the Future White Paper – August 2020). The formal procedural requirements relating to the production of plans will be considered by members once a clearer picture emerges of which elements of the</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>proposed reforms will be taken forward.</p> <p>Meetings of the Local Plan Working Party are scheduled to the end of the year. Work on the collation of evidence to inform initial public consultation and a call for sites in 2021 is on-going.</p>
2019/20 and ongoing	<p>Resilience and Capacity - to ensure sufficient capacity to enable the Council to carry out strategic and/or operational objectives.</p> <p>This also includes HR policies and procedures - review and approval, including Equality and Diversity.</p>	<p>Continuous review of the new arrangements now in place.</p> <p>Many of the current HR policies were outdated and not fit for purpose. Documents should grow and adapt with an organisation. Policy review and revision is a crucial part of an effective policy and procedure management plan.</p>	Head of HR.	Ongoing.	<p>This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20). The Action was that actions from the Health Checks were followed up and implemented.</p> <p>As a result, capacity and additional support is now in place in services such as Health and Safety, Enforcement, Planning & Regulatory Services, Corporate Governance and</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>Finance, IT, Communications, Transformation, Legal and Procurement. Additional support for Strategy and Performance was planned for implementation in 2020/21, but has been delayed by the need to prioritise Covid-19.</p> <p>A number of HR policies have been reviewed and approved by Council with a rolling programme of others coming through democratic meetings for approval during 2020/21.</p> <p>Additional resources have been secured during the Covid-19 pandemic to support key areas of the business to function e.g. customer services advisors.</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
2019/20 and ongoing	Economic Recovery and Growth.	<p>Delivering a strong, sustainable economy will need to now take account of the recovery required post-Covid to address the long-term, sustainable economic success of the district. This includes addressing the needs of those who are experiencing poverty and severely reduced income as a consequence of the pandemic.</p> <p>York/North Yorkshire devolution asks will be presented to Elected Members for consideration. If supported, a negotiation process with Government will begin to determine a deal for the area that ensures thriving businesses, strong job opportunities, robust infrastructure, and strong culture, tourism and low carbon sectors.</p>	<p>Programme Director - Economic Development.</p> <p>Head of Customer Services and Communities.</p>	Ongoing.	<p>This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20) but has been revised from “Economic Development” to take account of the recovery required post-COVID</p> <p>2019/20 actions completed were: recruitment to boost capacity on economic growth, building strong external partnerships, especially with the LEP, and monitoring any potential impact of Brexit.</p> <p>The focus at this time remains mainly in response. For example, handling increased service demands (e.g. environmental health, community officer roles in Covid secure management,</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
		<p>A plan for leaving the European Union is also critical given the impact this may have on many businesses.</p> <p>Inclusive growth is also key to mitigate the increasing levels of poverty that are arising from the consequences of Covid -19. This includes a focus on partnership initiatives with other key bodies including Town and Parish Councils, NYCC and the voluntary and community sector.</p>			<p>increased benefits claims and housing applications). It is also about ensuring that grants to business and individuals are made as quickly and effectively as possible to ease distress and protect lives and livelihoods (e.g. self-isolation, a variety of business grants).</p> <p>In addition, there has been work on the next stage of activity. The RCG 's economic recovery plan outlines York and North Yorkshire approach to economic recovery. A chapter on Ryedale is included within this; the contents aligns to the Economic Development work programme and Council Plan.</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>Ryedale is also playing a key role in the management of poverty across York and North Yorkshire, with the Head of Customer Services and Communities acting as the Deputy Chair.</p> <p>A devolution asks proposal will be presented to Elected Members for consideration and decision-making following the commencement of democratic meetings.</p> <p>We are developing a plan to ensure that opportunities from leaving the European Union are maximised - UK leaving the EU 31/12/20.</p>
2019/20 and ongoing	Delivering agreed Climate Change Action Plan to ensure that Ryedale District Council can contribute towards	Action Plan delivery progressing - for example Low Carbon Staff Travel Plan approved June 2020, with further actions in	Programme Director - Economic Development.	Ongoing.	This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20) and specifically to review and enact the

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
	the reduction in global temperature rise.	development, including review of previous Biodiversity Action Plan.			<p>Action Plan. This has been done and taken into account in the update below.</p> <p>Cross-Council Climate Change Action Plan delivery group in place. We plan to deliver 277 lights in Malton and Norton, including LED bulbs.</p> <p>Agreed three year revenue budget in place to support delivery.</p> <p>Climate Change Officer now recruited and in post.</p>
2019/20 and ongoing	Council Plan - A Council Plan is a necessary strategic document for guiding the work programme for the organisation and its employees. The current Council Plan was adopted in September 2020.	Now the Council Plan is adopted, a corporate programme and underpinning performance framework is being developed. This will be subject to democratic decision-making in due course.	Head of Communications, Technologies and Business Transformation.	Ongoing.	<p>This was highlighted as a Key Issue in the 2018/19 AGS (for action in 2019/20) and specifically noted that there would be a revision of the Plan and its priorities. This was achieved.</p> <p>A series of engagement sessions took place</p>

Status	Control Issue	Action Proposed	Responsibility	Target Date	Current Position
					<p>with Elected Members and officers to produce the new Council Plan, which was adopted by Council in September 2020. It highlights four main priorities as below:</p> <ol style="list-style-type: none"> 1. Our communities: strong, inclusive and attractive 2. Our economy: harnessing Ryedale's unique economy to deliver growth, homes and jobs 3. Our environment: a sustainable, safe and clean place to live 4. Our organisation: an innovative, enterprising council. <p>A corporate programme is currently being developed.</p>

Approval of the
Annual
Governance
Statement

Through the action referred to on the previous page, we propose over the coming year to address the issues that have been identified, with a view to further enhancing our governance arrangements. These steps will identify improvements that are needed and we will monitor their implementation and operation as part of our next annual review.

Signed:

Councillor K C Duncan
Chairman of Policy and Resources Committee

Date: 12 November 2020

Signed:

Stacey Burlet
Chief Executive

Date: 12 November 2020

Auditors report to follow

This analysis provides supplementary information to the audited accounting statements. It provides details of the expenditure and income for each individual service for the Cost of Services line in the Comprehensive Income and Expenditure Statement:

2018/19 Net Exp. £000	Service	2019/20 Expenditure £000	2019/20 Income £000	2019/20 Net Exp. £000
	Central Services to the Public			
87	Grants, Bequests & Donations	92	-	92
39	Emergency Planning	81	-	81
470	Local Tax Collection	829	248	581
178	Elections	312	21	291
15	Local Land Charges	117	72	45
789	Net Expenditure Central Services to the Public	1,431	341	1,090
	Cultural & Related Services			
65	Culture & Heritage	72	-	72
130	Open Spaces	186	1	185
618	Recreation & Sport	625	-	625
123	Tourism	98	7	91
936	Net Expenditure Cultural & Related Services	981	8	973
	Environmental & Regulatory Services			
4	Closed Churchyards	1	-	1
18	Community Safety (CCTV)	-	-	-
64	Community Safety (Crime Reduction)	72	2	70
5	Community Safety (Safety Services)	-	-	-
113	Flood Defence & Land Drainage	131	-	131
409	Recycling	1,840	1,022	818
840	Regulatory Services	1,150	226	924
314	Street Cleansing	516	30	486
(21)	Trade Waste	834	798	36
624	Waste Collection	692	13	679
2,370	Net Expenditure Environmental & Regulatory Services	5,236	2,091	3,145
	Planning Services			
(30)	Building Control	249	266	(17)
90	Business Support	69	-	69
83	Community Development	81	-	81
165	Development Control	900	363	537
138	Economic Development	206	57	149
92	Environmental Initiatives	112	-	112
258	Planning Policy	334	-	334
796	Net Expenditure Planning Services	1,951	686	1,265

2018/19 Net Exp. £000	Service	2019/20 Expenditure £000	2019/20 Income £000	2019/20 Net Exp. £000
	Highways & Transport Services			
(560)	Parking Services	322	858	(536)
52	Transport Support	51	-	51
(508)	Net Expenditure Highways & Transport Services	373	858	(485)
	Housing Services			
53	Enabling	88	-	88
177	Homelessness	590	442	148
102	Housing Advice	75	-	75
269	Housing Benefits Administration	556	158	398
50	Housing Benefits Payments	7,860	7,751	109
106	Housing Strategy	160	272	(112)
174	Other Council Property	83	46	37
27	Other Welfare Services	270	258	12
139	Private Sector Housing Renewal	809	656	153
1,097	Net Expenditure Housing Services	10,491	9,583	908
	Corporate & Democratic Core			
633	Corporate Management	667	28	639
581	Democratic Representation & Management	669	-	669
1,214	Net Expenditure Corporate & Democratic Core	1,336	28	1,308
	Other Corporate & Non Distributed Costs			
12	Other Services	81	-	81
472	Non Distributed Costs	20	-	20
484	Net Expenditure Other Corporate & Non Distributed Costs	101	-	101
7,178	COST OF SERVICES	21,900	13,595	8,305

Accounting Concepts

The fundamental accounting principles that are applied to ensure that the Statement of Accounts 'present fairly' the financial performance and position of the Council.

Accounting Period

The period of time covered by the accounts, normally a period of twelve months commencing on 1 April. The end of the accounting period is the balance sheet date, 31 March.

Accounting Policies

Accounting Policies and estimation techniques are the principles, bases, conventions, rules and practices applied by the Authority that specify how the effects of transactions and other events are to be reflected in its financial statements. An accounting policy will, for example, specify the estimation basis for accruals where there is uncertainty over the amount.

Accruals

Sums included in the final accounts to cover income or expenditure, whether revenue or capital in nature, attributable to the accounting period but for which payment has not been made/received at the balance sheet date.

Actuarial Gains and Losses

For a defined benefit pension scheme, the changes in actuarial deficits or surpluses which arise because either events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses) or the actuarial assumptions have changed.

Amortisation

The gradual elimination of a debt by periodic payments over a specified number of years.

Asset

Something of worth which is measurable in monetary terms. These are normally divided into current assets and fixed assets.

Assets Under Construction

This is the value of work on uncompleted tangible fixed assets at the balance sheet date.

Balance Sheet

A statement of the recorded assets, liabilities and other balances of the Authority at the end of the accounting period.

Business Rates Retention Scheme

A new scheme introduced from April 2013 which provides for local authorities sharing any surplus or deficit in Business Rates Income above or below a pre-determined baseline funding level set by Central Government.

Capital Adjustment Account

The balance on this account principally represents amounts set aside from revenue accounts, capital receipts used to finance capital expenditure and the excess of depreciation over the Minimum Revenue Provision.

Capital Charge

A charge to service revenue accounts to reflect the cost of utilising non-current assets in the provision of services.

Capital Expenditure

Expenditure on the acquisition of fixed assets that will be of use or benefit to the Authority in providing its services beyond the year of account or expenditure that adds to, and does not merely maintain, an existing fixed asset.

Capital Expenditure charged to Revenue Account (CERA)

A method of financing capital expenditure in the accounting period rather than over a number of years.

Capital Financing

The method by which money is raised to pay for capital expenditure. There are various methods of financing capital expenditure including borrowing, leasing, direct revenue financing (CERA), usable capital receipts, capital grants, capital contributions, revenue reserves and earmarked reserves.

Capital Programme

The capital schemes the Authority intends to carry out over a specified time period.

Capital Receipts

Money received from the sale of fixed assets, or other money received towards capital expenditure. A specified proportion of this may be used to finance new capital expenditure.

Cash Flow Statement

A statement summarising the inflows and outflows of cash, arising from transactions between the Authority and third parties, for revenue and capital purposes.

Charging Authority

The Authority responsible for administering the Collection Fund, including raising bills for and collecting the appropriate council tax and national non-domestic rates (NNDR).

Collection Fund

A fund administered by the Charging Authorities into which is paid council tax and NNDR income and outstanding community charge income. Precepts are paid from the fund to Precepting Authorities, including the Charging Authority, and the NNDR collected is paid to the Government.

Community Assets

Assets that the Authority intends to hold in perpetuity that have no determinable useful life, or that may have restrictions on their disposal. Examples of such items are parks and historic buildings.

Consistency

The concept that the accounting treatment of like items, within an accounting period, and from one period to the next, is the same.

Contingent Asset

A possible asset arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Authority's control.

Contingent Liability

A possible liability that can be the result of either a possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Authority's control or a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

Corporate and Democratic Core

The corporate and democratic core comprises all activities that the Authority engages in specifically because it is an elected, multi-purpose authority. The cost of these activities are thus over and above those which would be incurred by a series of independent, single purpose, nominated bodies managing the same services. The code of practice, therefore, does not require these costs to be apportioned to services.

Council Tax

A charge on residential property within the Authority's area to finance a proportion of the Authority's expenditure.

Creditors

Amounts owed by the Authority for work done, goods received or services rendered within the accounting period but for which payment was not made at the balance sheet date.

Current Assets

Assets that can be expected to be consumed or realised (cease to have material value) during the next accounting period.

Current Liabilities

Amounts that will become due or could be called upon during the next accounting period.

Current Service Cost (Pensions)

The increase in the present value of a defined benefit pension scheme's liabilities expected to arise from employee service in the current period.

Curtailment

For a defined benefit pension scheme, an event that reduces the expected years of future service of present employees or reduces for a number of employees the accrual of defined benefits for some or all of their future service. Curtailments can include termination of employees' services earlier than expected (due to ceasing an activity) and termination of, or amendment to the terms of, a defined benefit scheme so that some or all future service by current employees will no longer qualify for benefits or will qualify only for reduced benefits.

Debtors

Amounts due to the Authority for goods or services provided within the accounting period but not received at the balance sheet date.

Deferred Debtors

Amounts due to the Authority that are not expected to be repaid in full within the next accounting period.

Deferred Liabilities

These are liabilities which, by arrangement, are payable beyond the next year, either at some point in the future or by an annual sum over a period of time.

Defined Contribution Pension Scheme

A pension or other retirement benefit scheme into which an employer pays regular contributions fixed as an amount or as a percentage of pay and will have no legal or constructive obligation to pay further contributions if the scheme does not have sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

Depreciation

The measure of the cost or revalued amount of the benefits of the fixed asset that have been consumed during the period. Consumption includes the wearing-out, using up or other reduction in the useful life of a fixed asset. This can arise from use, passing of time or obsolescence through, for example, changes in technology or demand for the goods and services provided by the asset.

Emoluments

These are all sums paid to, or receivable by, an employee and sums due by way of expenses allowances (as far as these sums are chargeable to UK income tax) and the money value of any other benefits received other than in cash. Pension contributions payable by either the employer or the employee are excluded.

Expected Rate of Return on Pension Assets

This applies to a funded defined benefit pension scheme and is the average rate of return, including both income and changes in fair value but net of scheme expenses, expected over the remaining life of the related obligation on the actual assets held by the scheme.

Fair Value

The fair value of an asset is the price at which it could be exchanged in an arm's length transaction less, where applicable, any grants receivable towards the purchase or use of the asset.

Financial Reporting Standards (FRSs)

Statements prepared by the Accounting Standards Committee. Many of the Financial Reporting Standards (FRSs) and the earlier Statements of Standard Accounting Practice (SSAPs) apply to local authorities and any departure from these must be disclosed in the published accounts.

Financial Year

Period of time to which a Statement of Accounts relates. The financial year of the Authority runs from 1 April to 31 March.

Fixed Assets

Tangible and intangible assets that can be expected to be of use or benefit to the Authority in providing its services for more than one accounting period.

General Fund

The main account of the Authority that records the costs of service provision.

Going Concern

The concept that the Authority will remain in operational existence for the foreseeable future, in particular that the revenue accounts and balance sheet assume no intention to curtail significantly the scale of operations.

Government Grants

Payments by central government towards the cost of Local Authority services either specifically (e.g. improvement grants) or generally (e.g. revenue support grant).

Impairment

A reduction in the value of a fixed asset below its carrying amount on the Authority's balance sheet.

Income and Expenditure Account

The Income and Expenditure Account combines the income and expenditure relating to all the Authority's functions.

Infrastructure Assets

These are fixed assets that are inalienable, i.e. expenditure on assets that cannot be sold, but where there is economic benefit over more than one year to the Council. Examples of infrastructure are highways and footpaths.

Intangible Fixed Asset

These are assets which do not have a physical substance, e.g. computer software, but which yield benefits to the Council, and the services it provides, for a period of more than one year.

Interest Cost

This relates to a defined benefit pension scheme. The expected increase during the period is the present value of the scheme liabilities because the benefits are one period closer to settlement.

International Financial Reporting Standards (IFRS)

Accounting standards set by the International Accounting Standards Board. The standards provide guidance and advice for the preparation of financial statements.

Investment

An investment is considered to be long term if it is intended to be held for use on a continuing basis in the activities of the Council. Investments should be classified as such only where an intention to hold the investment for the long term can clearly be demonstrated or where there are restrictions as to the investor's ability to dispose of the investment. Investments that do not meet the above criteria should be classified as current assets.

Investment Properties

An interest in land and/or buildings where construction work and development has been completed and which is held for its investment potential, any rental income being negotiated at arms length.

Leasing

A method of financing capital expenditure where a rental charge is paid for the asset over a specified period of time.

Liability

An account due to an individual or organisation that will be paid at some future date.

Liquid Resources

Current investments that are readily disposable by the Authority without disrupting its business and are readily convertible to cash.

Long-Term Contracts

A contract entered into for the design, manufacture or construction of a single substantial asset or the provision of a service (or a combination of assets or services which together constitute a single project), where the time taken substantially to complete the contract is such that the contract activity falls into different accounting periods. Some contracts with a shorter duration than one year should be accounted for as long-term contracts if they are sufficiently material to the activity of the period.

Minimum Revenue Provision

The minimum amount which must be charged to the Authority's revenue accounts each year and set aside as a provision to meet the Authority's credit liabilities.

Monitoring Officer

Under the provisions of the Local Government and Housing Act 1989 Councils have a duty to appoint a Monitoring Officer to ensure the lawfulness and fairness of Authority decision making. Councils may choose who to designate as Monitoring Officer except that it may not be the Head of Paid Service (Chief Executive).

National Non-Domestic Rates (NNDR)

An NNDR poundage is set annually by central government and collected by Charging Authorities. The proceeds are redistributed by the government between Local Authorities through Top Ups and Tariffs.

Net Book Value

Amount at which fixed assets are included in the balance sheet, i.e. their historical cost or current value less the cumulative amounts provided for depreciation.

Non- Current Assets

These are assets with a physical substance that yield benefits to the Authority and the services it provides for a period of more than one year.

Non Distributed Costs

These are overheads from which no user benefits, and therefore they cannot be allocated to a service area.

Non-Operational Assets

These are fixed assets owned by the Council, but not directly occupied, used or consumed in the delivery of Authority services. Examples of non-operational assets are investment properties and assets that are surplus to requirements, awaiting sale or redevelopment.

Operational Assets

These are fixed assets held and occupied, used or consumed by the Authority in the direct delivery of those services for which it has either a statutory or discretionary responsibility.

Past Service Cost

For a defined benefit pension scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.

Post Balance Sheet Events

Events, both favourable and unfavourable, which occur between the balance sheet date and the date on which the Statement of Accounts is signed by the responsible finance officer.

Precept

The amount that a Precepting Authority requires from a Charging Authority to meet its expenditure requirements.

Precepting Authority

Local Authorities, including parish councils and police authorities, which cannot levy a council tax directly on the public but have the power to precept Charging Authorities.

Prior Year Adjustments (or Prior Period Adjustments)

Those material adjustments applicable to prior years arising from changes in accounting policies or from the correction of fundamental errors. They do not include normal recurring conditions or adjustments of accounting estimates made in prior years.

Provisions

Amounts set aside in the accounts for future liabilities that are likely to be incurred, but which cannot accurately be quantified.

Prudence

The concept that revenue is not anticipated but is recognised only when realised in the form either of cash or of other assets, the ultimate cash realisation of which can be assessed with reasonable certainty.

Prudential Indicators

The Local Government Act 2003 specifies a number of prudential indicators covering both capital and treasury management activities which local authorities must set as part of their budget process. They are designed to show the affordability of the capital programme and that the local authority borrowing is prudent and sustainable.

Realisable Value

The value of the asset at existing use, if sold between a willing buyer and a willing seller.

Related Party

Two or more parties are related where one party has control or is able to influence the financial or operational policies of another.

Reserves

Amounts set aside in the accounts for the purpose of defraying particular future expenditure. A distinction is drawn between reserves and provisions, which are set up to meet known liabilities.

Residual Value

The net realisable value of an asset at the end of its useful life. Residual values are based on current prices at the date of the acquisition (or revaluation) of the asset and do not take account of expected future price changes.

Retirement Benefits

All forms of consideration given by an employer in exchange for services rendered by employees that are payable after the completion of employment. Retirement benefits do not include termination benefits payable as a result of either an employer's decision to terminate an employee's employment before the normal retirement date or an employee's decision to accept voluntary redundancy in exchange for those benefits, because these are not given in exchange for services rendered by employees.

Revaluation Reserve

This account contains surpluses and losses arising from the periodic valuation of non-current assets.

Revenue Account

An account which records the Authority's day to day expenditure and income on such items as salaries and wages, running costs of service provision and the financing of capital expenditure.

Revenue Expenditure Funded from Capital Under Statute

Expenditure which may be properly capitalised but which does not result in or remain matched with assets controlled by the Authority.

Revenue Support Grant (RSG)

A general central government grant paid to the Income and Expenditure Account in support of the Charging Authority's revenue expenditure.

Scheme Liabilities

The liabilities of a defined benefit pension scheme for outgoings due after the valuation date. Scheme liabilities measured using the projected unit method reflect the benefits that the employer is committed to provide for service up to the valuation date.

Section 151 Officer (s151)

The Section 151 Officer is required by the Local Government Act 1972 and by the Accounts and Audit Regulations 2003 to ensure that the Authority's budgeting, financial management, and accounting practices meet relevant statutory and professional requirements. Furthermore section 25 of the Local Government Act 2003 requires the Section 151 Officer to comment on the robustness of the budget estimates and the adequacy of reserves.

Statement of Recommended Practice (SORP)

This is the guidance issued by CIPFA to enable Authority's to ensure that the Accounts published comply with IFRS as it applies to local authority financial matters.

Stocks (inventories)

Items of raw materials and stores purchased by the Authority to use on a continuing basis which have not been used. The value of those items not used at the balance sheet date are included as assets of the Council.

Support Services

The costs of departments that provide professional and administrative assistance to services e.g. Financial Services, Human Resources.

Temporary Borrowing/Investment

Money borrowed or invested for an initial period of less than one year.

Useful Life

The period over which the Authority will derive benefits from the use of an asset.

Work in Progress

The value of work done on an uncompleted project that has not been recharged to the appropriate account at the balance sheet date.