



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: WEDNESDAY, 22 JULY 2020

TIME: 4:00 pm

PLACE: Teams Virtual Meeting

Members of the Committee

Councillor Pantling (Chair)

Councillor O'Donnell (Vice-Chair)

Councillors Bajaj, Joshi, Kaur Saini, Dr. Moore and Rahman

One Non-Group vacancy (to be notified)

Members of the Committee are summoned to attend the above meeting to consider the items of business listed overleaf.

for Monitoring Officer

Officer contact: Ed Brown
Democratic Support, Democratic Services
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Email. Edmund.brown@leicester.gov.uk

Information for members of the public

PLEASE NOTE that any member of the press and public may listen in to proceedings at this 'virtual' meeting via a weblink which will be publicised on the Council website at least 24hrs before the meeting. Members of the press and public may tweet, blog etc. during the live broadcast as they would be able to during a regular Committee meeting at City Hall / Town Hall. It is important, however, that Councillors can discuss and take decisions without disruption, so the only participants in this virtual meeting will be the Councillors concerned, the officers advising the Committee and any objectors and applicants relevant to the applications to be considered.

Attending meetings and access to information

You have the right to attend/observe formal meetings such as full Council, committee meetings & Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

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Making meetings accessible to all

Braille/audio tape/translation - If you require this please contact the Democratic Support Officer (production times will depend upon equipment/facility availability).

Further information

If you have any queries about any of the above or the business to be discussed, please contact Ed Brown, Democratic Support on **(0116) 454 3833** or email edmund.brown@leicester.gov.uk.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**

PUBLIC SESSION

AGENDA

NOTE: THIS MEETING WILL BE A VIRTUAL MEETING USING MS TEAMS LIVE EVENT

The public link to view this meeting is:- <https://tinyurl.com/y8dm938y>

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

**Appendix A
(Pages 1 - 8)**

The Minutes of the previous meeting of the Audit and Risk Committee held on Wednesday 17 June 2020 are attached, and Members are asked to confirm them as a correct record.

4. DRAFT ANNUAL GOVERNANCE STATEMENT 2019 - 2020

**Appendix B
(Pages 9 - 20)**

The Director of Finance submits a report, which provides an opportunity for the Committee to comment on the Council's Draft Annual Governance Statement 2019-20, before it is brought back to committee for formal approval.

5. DRAFT STATUTORY STATEMENT OF ACCOUNTS 2019 - 2020

**Appendix C
(Pages 21 - 216)**

The Director of Finance submits a report which provides an opportunity for the committee to consider on the Council's Draft Statement of Accounts 2019-2020, before they are brought back to committee for formal approval.

6. FEE SCALE FOR THE AUDIT 2020 - 2021 AND UPDATE 2019 - 2020

**Appendix D
(Pages 217 - 220)**

A letter from Public Sector Audit Appointments is attached detailing the 2020/21 audit scale fee.

- 7. REGULATION OF INVESTIGATORY POWERS ACT 2000 - BI-ANNUAL PERFORMANCE REPORT JANUARY 2020 - JUNE 2020** **Appendix E (Pages 221 - 224)**

The City Barrister and Head of Standards submits a report advising on the performance of The Council in authorising Regulatory Investigation Powers Act (RIPA) applications, from 1st January 2020 to 30th June 2020.

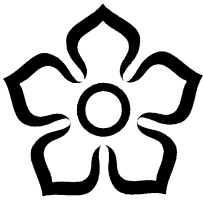
- 8. COUNTER-FRAUD ANNUAL REPORT 2019-20** **Appendix F (Pages 225 - 232)**

The Director of Finance submits a report which provides information on counter-fraud activities during 2019-20 within the City Council's Corporate Investigations Team within Financial Services.

- 9. PROCUREMENT ANNUAL REPORT 2019 - 2020** **Appendix G (Pages 233 - 240)**

The City Barrister and Head of Standards submits a report informing the Committee of the activity of the procurement function of the council (which comprises three specialist procurement teams: Procurement Services, ICT Procurement and ASC Procurement) over the previous financial year and evidence compliance with the requirements of the Contract Procedure Rules.

- 10. ANY OTHER URGENT BUSINESS**



Leicester
City Council

Appendix A

Minutes of the Meeting of the
AUDIT AND RISK COMMITTEE

Held: WEDNESDAY, 17 JUNE 2020 at 5:30 pm

P R E S E N T:

Councillor Pantling (Chair)
Councillor O'Donnell (Vice Chair)

Councillor Bajaj
Councillor Joshi

Councillor Kaur Saini
Councillor Dr Moore

Councillor Rahman

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24. APOLOGIES FOR ABSENCE

There were no apologies for absence.

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 20 November 2019 be confirmed as a correct record.

27. GRANT THORNTON - CERTIFICATION REPORT - LEICESTER CITY COUNCIL - YEAR ENDING 31 MARCH 2019

Nicola Coombe of Grant Thornton presented a report detailing the outcome of the grant certification work undertaken at Leicester City Council in respect of the year ending 31 March 2019 including the Housing Benefit Assurance Process, the Teachers Pension Return and the Pooling of Housing Capital Receipts.

There was one minor finding in the Teachers Pension Return in that one teacher (from a sample of 20) had opted out of the scheme whilst at a previous employer but had paid contributions since being employed at the Council despite still showing as 'Opted Out'. This had since been retrospectively

corrected.

The findings on the Pooling of Housing Receipts had been positive and from the 23 specific tests undertaken, no exemptions were identified.

The Housing Benefit Assurance Process looked at claims and cases to ensure that they had been calculated correctly based on the evidence. The quality and evidence provided by the Council had been of a high standard. Where errors were identified they were presented in a report to the Department of Work and Pensions.

Councillor Dr Moore raised a question regarding the total number of transactions and enquired as to whether the sample extrapolated onto the total would return a high number of errors.

Nicola Coombe responded that these errors were very specific, and once they were identified the extrapolation for the general population was calculated.

28. GRANT THORNTON - EXTERNAL AUDIT PLAN - YEAR ENDING 31 MARCH 2020

Grant Patterson of Grant Thornton presented a report on the External Audit Plan for the year ending 31 March 2020. The report provided an overview of the planned scope and timing of the statutory audit of Leicester City Council for the Audit and Risk Committee. An addendum regarding risks related to Covid-19 was also presented.

Three significant risks in the initial report had been identified:

- Management override of controls.
- Valuation of land and buildings.
- Valuation of the pension fund net pension liability.

Audit deadlines had been extended until the end of August 2020 to prepare accounts, with the deadline to audit them at the end of November 2020. Despite this, the accounts had been published in June 2020.

Other issues identified included:

- The External Auditors were comfortable that a further audit on revenue was not needed.
- Some elements need to be assessed regarding valuation of land and valuation of the pension fund net liability
- The audit of Leases Standards had been deferred until 2021/22.
- With regard to Prior Period Adjustment, it was noted that two secondary schools moving to academy status had not been derecognised by the Council, however, the External Auditors were satisfied that they could be adjusted for without any implications on the bottom line.

External audit confirmed they had reconsidered materiality in the light of Covid-

19. The Council had transitioned to homeworking with no evidence to date that internal control and governance had been significantly impacted. Therefore, no change to materiality was proposed. Covid-19 is impacting upon the Council's financial position, as it is across the whole sector. Financial resilience had already been flagged in the Value for Money risk in the original plan (as with all councils) therefore no new specific Covid-19 risk had been identified. There would be focus on how the Council is re-profiling its 2020/21 budget and medium-term financial plans. Similarly, non-current asset valuations were already within the audit plan, so no specific change was required. In responding to the new Covid-19 risk however the Council could expect to see increased auditor scepticism and challenge in areas such as collectability of debts (including business rates), investment valuations and enhanced disclosures in narrative report and financial statements in the context of the Covid-19 crisis (as required by auditing standards).

An increase in the Audit fee was being discussed with officers.

29. INFORMING THE AUDIT RISK ASSESSMENT FOR LEICESTER CITY COUNCIL 2019/20

Nicola Coombe of Grant Thornton presented a report as part of the planning and interim processes contributing towards the effective two-way communication between the Council's external auditors and the Council's Audit and Risk Committee. The report covered important areas of the auditor risk assessment where it was required to make inquiries of the Committee under auditing standards.

The report included a series of questions on the areas of General Enquiries of Management, Fraud, Laws and Regulations, Going Concern, Related Parties and Estimates.

It was noted that it was important to revisit the document as it was written prior to the Covid-19 crisis. It was further acknowledged that controls and processes had continued remotely, however it was important to update the understanding.

30. REGULATION OF INVESTIGATORY POWERS ACT 2000 BI-ANNUAL PERFORMANCE REPORT JUNE 2019 - DECEMBER 2019

The City Barrister and Head of Standards submitted a report, which advised on the performance of The Council in authorising Regulation of Investigatory Powers Act (RIPA) applications, from 1 June 2019 to 31 December 2019.

There had been no applications for RIPA powers to be used during this period, or indeed from January 2020 to date.

RESOLVED:

That the report and its contents be noted.

31. REVIEW OF WHISTLEBLOWING POLICY

The City Barrister and Head of Standards submitted a report, which invited the Committee to review the Whistleblowing Policy.

Changes to the policy included:

- A link to the Corporate and Councillor Complaints had been included.
- The policy about keeping the Whistleblower informed about progress had been removed. This was now only done if it was appropriate and did not breach anybody else's rights.
- The external organisation reference was now the independent whistleblowing charity 'Protect'.
- The e-form had been replaced with an instruction to email the relevant Human Resources manager for the service area.

RESOLVED:

That the report and its contents be noted.

32. RISK MANAGEMENT AND BUSINESS CONTINUITY STRATEGY AND POLICIES 2020

The Director of Delivery, Communications and Political Governance submitted a report, which presented the Risk Management and Business Continuity Policy Statement and Strategies. These documents provided an effective framework for the Council to manage and respond to key risks facing its services to help achieve the delivery of its Business Plan. The documents had been significantly reviewed which had led to minor changes in the structure and general format.

The Risk Management Policy and Strategy had been approved by the Corporate Management Team and the Executive. Key risks and ways in which the Council could deliver the plan had been identified. The key deliverables, adhering to the policy and strategy and reflecting the organisational structure, had been assessed, managed and reported.

The Council had established robust business continuity practices which were reviewed and maintained continuously throughout the year by service areas. Progress continued to be made to improve and strengthen business continuity management arrangements, particularly addressing the continuous change the organisation experiences.

Mandatory training in Risk Management which had taken place every six weeks would now have to be conducted remotely.

The Corporate Business Continuity Plan (CBCP) had been triggered by the Covid-19 pandemic:

- Meetings of the CBCP group oversaw the Council response and City Mayor Briefing daily.

- There would be a formal debrief to record lessons learned and good practice in the coming weeks and lessons learnt reflected in plans and strategies going forward.
- The CBCP Plan was being amalgamated with the Major Incident Plan to form an overall Crisis Response Plan due to overlaps.

RESOLVED:

- 1) That the Corporate Risk Management Policy Statement and Strategy set out in Appendix 1 of the report be approved.
- 2) That the Corporate Business Continuity Management Policy Statement and Strategy set out in Appendix 2 of the report be approved.

33. ANNUAL REVIEW OF THE COUNCIL'S LOCAL CODE OF CORPORATE GOVERNANCE

The Director of Finance and the City Barrister & Head of Standards submitted a report seeking approval of updates to the assurance and corporate governance processes at the City Council.

The Chief Accountant presented the report and it was noted that the Local Code of Corporate Governance had been refreshed for 2020/21 to ensure it set out the Council's objectives and reflected the controls currently in place. It also set out how the annual review would be conducted.

RESOLVED:

That the Local Code of Corporate Governance be approved.

34. MEMBER SCRUTINY AND INVOLVEMENT DURING THE COVID-19 PANDEMIC

The Director of Delivery, Communications and Political Governance submitted a report updating the Committee on the scrutiny and member involvement during the Covid-19 Pandemic.

The report gave a summary of how scrutiny and member involvement had been maintained during the Covid-19 pandemic. The report gave background on remote working. Particular emphasis was made about Adult Social Care and the pressures faced in tackling homelessness.

The Chief Accountant reported that Member involvement had continued through briefings throughout the crisis, with regular communication between Members and Democratic and Civic Support.

It was further noted that all Scrutiny Commissions had a remote meeting scheduled for before the end of July 2020.

Councillor Joshi expressed thanks towards officers in Democratic and Civic

Support, particularly Member Services, who had supported meetings and briefings which had generally been very beneficial. He also thanked officers who had kept services running, and informed members about how they were doing this, which was particularly important when vulnerable people needed support. He further thanked officers for responding quickly to enquiries.

Councillors Pantling and Kaur Saini also expressed their thanks to these officers for their extra work put in and the care they provided.

RESOLVED:

That the report be noted.

35. INTERNAL AUDIT CHARTER (MARCH 2020)

Neil Jones (Internal Audit) submitted a report seeking the approval of the Committee of a new Internal Audit Charter following the regular annual review and updates and explaining how the impact of Covid-19 might affect parts of the Charter.

It was noted that the Charter established the position of the Internal Audit within the Council. It also defined a scope of activities to follow and allowed a measurement of performance.

Neil Jones explained that the previous charter was approved by the Committee in March 2018. Whilst there had not been major changes to the standards, it promoted good governance for the current Committee to see and understand the Charter. It was also noted that there were areas of the Charter that would need rethinking due to the Covid-19 pandemic as there would be implications for working arrangements with Leicester City Council management and the type of audit work that could be conducted. The importance of developing logistics in order to retain the integrity of the audit process with regards to access to records was also emphasised.

RESOLVED:

That the Internal Audit Charter (March 2020) be approved.

36. INTERNAL AUDIT SERVICE - ANNUAL PLAN 2020-21

Neil Jones (Internal Audit) submitted a report which provided the Committee with an indication of internal audit work planned to be conducted during 2020-21.

Members' attention was drawn to the fact that the original plan provided for a wide and varied range of audits, however with the onset of the Covid-19 crisis it became clear that it would impact services and new services would come to the fore.

Some of the planned work for 2020/21 had continued, however, reviews of changes to systems brought about by Covid-19, such as business and transport grants were planned.

It was noted that the focus was shifting to long-term recovery and as such there would be changes with new risks emerging. These would be looked at with officers to determine which amendments to the plan would be required. A short-term plan was being drafted for the next 3-6 months with a review after 3 months.

Changes in methodology would need to be adapted to with 'flash reporting' getting reports and identifying problems quickly, and utilising data analytics and conducting remote meetings.

RESOLVED:

That the Internal Audit – Audit Plan 2020/21 be approved.

37. PRIVATE SESSION

RESOLVED:

That the press and public be excluded during consideration of the following reports, in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because they involved the likely disclosure of "exempt" information, as defined in the Paragraph detailed below of Part 1 of Schedule 12A of the Act, and taking all circumstances into account, it was considered that the public interest in maintaining the information as exempt outweighed the public interest in disclosing the information.

Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

INTERNAL AUDIT- Progress Against the 2018-19 and 2019-20 Internal Audit Plans

INTERNAL AUDIT- Internal Audit Service – Annual Report 2019-20

38. PROGRESS AGAINST THE 2018-19 AND 2019-20 INTERNAL AUDIT PLANS

Bharat Mistry (Internal Audit) submitted a report, which provided:

- A summary of progress against the 2018-19 and 2019-20 Internal Audit Plans.
- Information on resources used to progress the plan.
- Summary information on high importance recommendations and progress with implementing them.

It was reported that under the Council's Constitution, the Committee had duties

to monitor performance against the Internal Audit Plan on an annual basis.

Summaries of Internal Audit reports were therefore regularly provided with details of any issues arising. The impact of the Covid-19 Crisis on work completed and the mindfulness of increased risk of service failure and Business Continuity were emphasised and noted. However, the service had been equipped for mobile and flexible working, so immediate continuity and sustainability was not an issue.

In considering the detailed information in appendices and particularly the timeframes, it was confirmed that managers had been given more time to provide responses on how they were implementing High Importance Recommendations due to the Covid-19 crisis, but responses to follow-ups had been good overall.

RESOLVED:

That the report be noted.

39. INTERNAL AUDIT SERVICE ANNUAL REPORT 2019-20

Neil Jones (Internal Audit) submitted the annual report on internal audit work conducted during 2019-20. The report also contained information on the internal audit function's conformance to professional standards and its quality assurance framework, which provided an insight into its effectiveness.

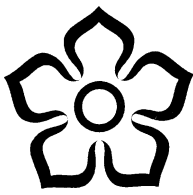
It was reported that the opinion of the Head of Internal Audit Service was that prior to the onset of Covid-19, the Council's control environment was in a steady state. The build-up and immediate impact of Covid-19 was significant, of adverse nature and unique in character. However, no significant governance, risk management internal control failings had come to the attention of the Head of Internal Audit Service, and therefore reasonable assurance was given that the Council's control environment overall had remained adequate and effective.

RESOLVED:

That the report be approved.

40. ANY OTHER URGENT BUSINESS

There being no further business the meeting closed at 7pm.



Leicester
City Council

WARDS AFFECTED
All

Appendix B

FORWARD TIMETABLE OF CONSULTATION AND MEETING

Audit and Risk Committee

22nd July 2020

Draft Annual Governance Statement 2019 - 2020

Report of the Director of Finance

1. PURPOSE OF THE REPORT

- 1.1. To provide an opportunity for the committee to consider the Council's Draft Annual Governance Statement 2019 – 2020, before it is brought back to committee for formal approval.

2. RECOMMENDATIONS

- 2.1. The committee is asked to consider the Draft Annual Governance Statement 2019 – 2020.

3. SUMMARY

- 3.1. The Council is required to publish, as part of its financial accounts reporting, an Annual Governance Statement. This statement should assure the people of Leicester that the Council operates in accordance with the law and has due regard to proper standards of behaviour and that it safeguards the public purse. This statement has to be agreed and approved by the Committee as this forms part of the statement of accounts.

4. REPORT

- 4.1. The format of the statement is dictated to a large extent by the principles of the Chartered Institute of Public Finance and Accountancy (CIPFA)/Society of Local Authority Chief Executives (SOLACE) framework 'Delivering Good Governance in Local Government'. The draft Annual Governance Statement 2019-20 is attached at Appendix 1.
- 4.2. The draft Annual Governance Statement is being presented here for comment before final approval by this committee.

5. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report, although the annual governance statement helps to provide assurance about the proper use of the Council's resources.

6. LEGAL IMPLICATIONS

There are no direct Legal implications. Kamal Adatia, City Barrister and Head of Standards – 37 1401.

7. Other Implications

OTHER IMPLICATIONS	YES/ NO	Paragraph/References Within Supporting information
Risk Management	Yes	All of the paper.
Climate Change	No	
Equal Opportunities	No	
Policy	Yes	All of the paper.
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights Act	No	
Elderly/People on Low Income	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

8. Consultations

Chief Operating Officer and All Strategic Directors
 All Divisional Directors
 All City Officers
 Finance Division Senior Management Team

9. Summary of Appendices

Appendix A – Draft Annual Governance Statement

10. Report Author

Amy Oliver
 Chief Accountant – Corporate Accountancy
 X54 5667

Alison Greenhill
Director of Finance

Annual Governance Statement

Leicester City Council Annual Governance Statement 2019-20

1. Introduction

The Council is committed to good corporate governance and complies with the CIPFA/SOLACE “Delivering Good Governance Framework” (2016). The Framework requires local authorities to be responsible for ensuring that:

- their business is conducted in accordance with all relevant laws and regulations
- public money is safeguarded and properly accounted for
- resources are used economically, efficiently and effectively to achieve agreed priorities which benefit local people

This statement is produced in fulfilment of the requirements under the Accounts and Audit Regulations, 2015, to prepare an annual governance statement.

2. The Arrangements

The Council works within the governance arrangements summarised in Appendix 1, and has an approved Local Code of Corporate Governance. The following describes how the Council meets the requirements of good governance through the core principles, systems, policies and procedures it has in place. Appendix 2 demonstrates how this has been assessed to inform the Annual Governance Statement.

We have the following codes and rules:

- Constitution
- Financial Procedure Rules
- Code of Conduct for Members
- Code of Conduct for Employees
- Anti-fraud, Bribery and Corruption Policy
- Whistleblowing Policy
- Information Governance & Risk Policy

The City Mayor has set out a strategic vision containing a number of key pledges which relate to:

- A Fair City
- Homes for All
- Connecting Leicester
- Sustainable Leicester
- Health & Care
- Lifelong Learning
- A City to Enjoy
- A Safe and Inclusive Leicester

The key pledges are supported by the following key plans:

- Economic Action Plan
- Local Transport Plan (and sub plans)
- Joint Health & Wellbeing Plan
- Tourism Action Plan
- St George’s Cultural Quarter Action Plan
- Sustainability Action Plan
- Children’s Improvement Plan
- Heritage Action Plan
- Homelessness Strategy
- Air Quality Action Plan
- Flood Risk Management Strategy
- Departmental performance targets
- Budget Strategy
- Corporate Risk Management Strategy
- Local Plan
- Biodiversity Action Plan

We demonstrate good practice and ensure accountability through:

- External Audit
- Annual Financial Statements
- Annual Governance Statement
- Open Council & committee meetings with published minutes
- Compliance with CIPFA codes of Practices
- Scrutiny Committees

Leicester City Council Annual Governance Statement 2019-20 (continued)

2. The Arrangements (continued)

We show openness and engagement through the following:

- Open Council & committee meetings with published minutes
- Published Executive decisions
- Scrutiny of Executive projects through committees
- Call in periods for Executive decisions
- Public engagement through consultation, representations and petitions
- Use of social media and engagement with the press and media
- Publication of Freedom of Information Act responses and transparency data

We are supported by:

- Democratic Services including Member and Civic Support Services, who also support member development
- An Organisational Development Team, who facilitate effective development of employees
- A Communications function which includes PR, Media and Digital Media Teams
- A staff intranet and established internal communication channels, which provide

guidance to staff

- Partnership working on key priorities
- An Information Assurance Team to support our data policies
- Specialist teams offering professional advice, for example Legal, Procurement, IT and Finance

We review processes and delivery throughout the year supported by:

- Internal Audit
- External Audit
- Information Governance
- Audit and Risk Committee
- Regular reporting of capital and revenue spending during a year
- Annual review of the Local Code of Corporate Governance
- Annual review of the Assurance Framework

Additional information on many of the areas detailed above can be found on the Council's website;

www.leicester.gov.uk

3. Review of Effectiveness

The Council's review of processes enables the identification of any areas of the Council's activities where there are significant weaknesses in financial controls, governance arrangements or the management of risk. Overall, from this year's work, it can be concluded that controls are operationally sound and that the Council's financial management arrangements conform to the governance requirements of the CIPFA 'Statement on the Role of the Chief Financial Officer in Local Government'. This has been supported by the internal audit opinion which stated:

“The HoIAS will conclude Leicester City Council's control environment (its framework of governance, risk management and control) is overall adequate and effective.”

Risk management and internal control are a significant part of the governance framework and are designed to manage risk to a reasonable level. We cannot eliminate all risk of failure to achieve policies, aims and objectives however the above controls provide reasonable but not absolute assurance of effectiveness.

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, together with an update of the issues identified last year.

Issues Identified in 2018/19

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Action taken to Date
<p>Medium Term Financial Strategy – Like all local authorities, the Council's financial viability is a key concern at a time of deep funding cuts and growth in the costs of providing social care. The future funding for the Council beyond 2019/20 is still uncertain. Further to this the Government is yet to set out a plan to manage the pressures within Children's and Adult Social Care.</p>	<p>A balanced budget has been agreed for 2020/21. However, the Covid-19 pandemic has challenged a number of underlying assumptions on which it is based. The impacts of Covid-19 are being closely monitored and the Council believes it has sufficient financial resilience to enable it to live within its resources</p>
<p>2015 OFSTED Inspection - an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children's services as inadequate. A follow up inspection took place in 2017 which rated the authority as requiring improvement.</p>	<p>Following the last judgement inspection in 2017 we have in place:</p> <ol style="list-style-type: none"> 1. An independently chaired Improvement Board supported by an independent consultant who offers focused audits and reviews as directed by the Board. 2. An Improvement Plan, that addresses the 11 recommendations of that inspection <p>We had a Focused Visit in January 2019 which showed positive steps forward in our improvement journey.</p> <p>Two subsequent Annual conversations have taken place with Ofsted where continued improvement has been noted.</p> <p>We had expected a local authority children's services (ILACS) judgement Inspection this Autumn, however we expect that due to COVID-19 this is now likely to take place 2021</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, together with an update of the issues identified last year.

Issues Identified in 2018/19 Continued

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Action taken to Date
EU exit particularly in the event of no-deal being reached.	The UK has exited the EU, but the Council continues to monitor the possible impact of subsequent negotiations.
Cybersecurity – the potential for loss or compromise of IT systems and/or associated data through cyber security attacks.	<p>The Council will continue to ensure close monitoring of existing perimeter and internal security protection.</p> <p>However, during the year there has been a further implementations of audit recommendations reducing the level of risk.</p>
SEND	<p>A Joint Area Review (Care Quality Commission and Ofsted) was undertaken in May 2018 of Leicester's partnership and working arrangements across Special Educational Needs (SEND) provisions. The outcome was that there were areas of weakness (including strategic oversight; quality of Education, Health and Care Plans / EHCPs) but areas of good practice identified. As a result of the Area Review the Council and its partners (health) were required to submit a Written Statement of Action (WSOA) which was signed off by Ofsted/CQC in September 2018. The new SEND Improvement Board has oversight of the WSOA and has standing representation from statutory partners, education community and parent/ carer representation.</p> <p>The WSOA has continued to be delivered with oversight from the SEND Improvement Board. We were anticipating a revisit from Ofsted in April 2020 but this has been delayed because of COVID 19. It is likely to now take place in the Autumn of 2020.</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, along with an update of the issues identified last year.

Issues Identified in 2019/20

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Planned Action:
<p>Medium Term Financial Strategy - Like all local authorities, the Council's financial viability is a key concern. In addition to growing social care pressures and the absence of Government spending plans beyond 20/21, we will also need to plan for permanent changes in the way we provide services as a consequence of the Covid pandemic</p>	<p>The Council is monitoring the impact of Covid-19 closely and will review its approach to future budgets.</p>
<p>Covid-19 Pandemic – like all local authorities, the Council has been affected by the pandemic in various ways, including:</p> <ul style="list-style-type: none"> • Providing additional services to support the city during the pandemic. • Assessing the long-term impact of the pandemic on the local economy. • In year and future financial impacts. <p>Maintaining good governance and effective scrutiny nonetheless remains essential.</p>	<p>The Council has and will:</p> <ul style="list-style-type: none"> • work with local communities to ensure the services being delivered support the most vulnerable in our community. • assist local business to get support, including grant schemes managed by the Council. • ensure that flexible working remains subject to proper financial controls and good governance. <p>This work will continue to be reported to scrutiny committees.</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

4. Conclusion

We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

The Council had the following governance arrangements in place during 2019/20.

SUMMARY OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS

Mayor, Executive and Council

- Provide leadership, develop and set policy
- Key risks are considered by the Executive quarterly

Decision making

- Decisions are recorded on the Council's website
- There is a period of grace in which decisions are open to review

Risk management

- Risk registers identify both operational and strategic risks
- Key risks are considered by Corporate Management Team quarterly

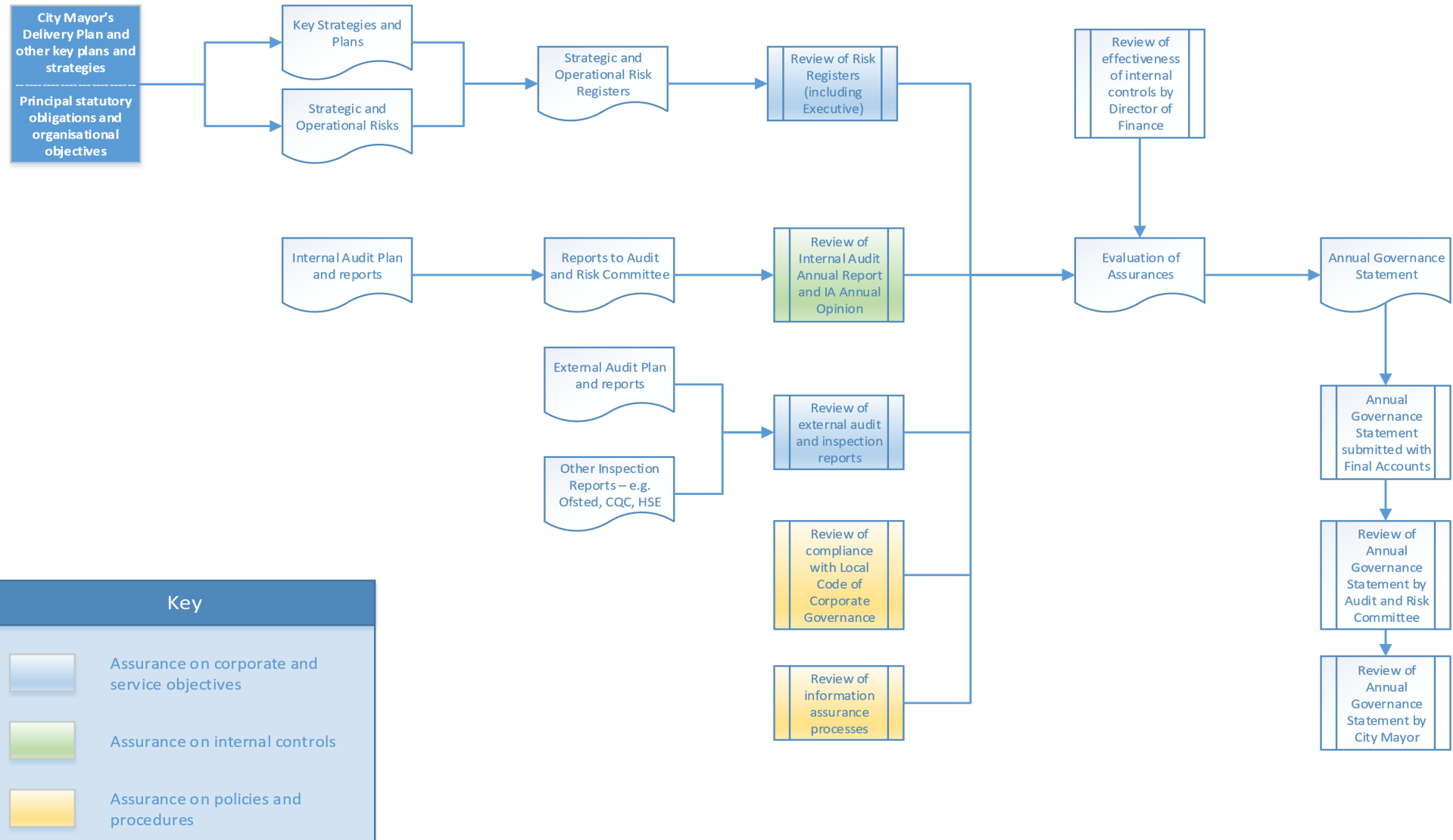
Scrutiny and review

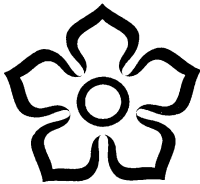
- Scrutiny committees review Council policy and can challenge decisions
- Audit and Risk Committee approves the annual accounts and reviews policies & procedures that ensure good governance of the Council. It also approves the Internal Audit Annual Report and opinion

Corporate Management Team (CMT)

- Provides service level management and interface with the political leadership
- Head of Paid Service is the Chief Operating Officer, who is responsible for all Council staff and for leading an effective CMT
- Director of Finance is the s.151 Officer and is responsible for safeguarding the Council's financial position and ensuring value for money
- Monitoring Officer is the City Barrister & Head of Standards who is responsible for ensuring legality and promoting high standards of public conduct
- CMT includes all strategic and divisional directors

The following diagram, shows how the Council has assessed its governance arrangements to inform the Annual Governance Statement





Leicester
City Council

**WARDS AFFECTED:
ALL WARDS (CORPORATE ISSUE)**

AUDIT & RISK COMMITTEE

22nd July 2020

DRAFT STATUTORY STATEMENT OF ACCOUNTS 2019/20

REPORT OF THE DIRECTOR OF FINANCE

1. PURPOSE OF THE REPORT

- 1.1. To provide an opportunity for the committee to consider on the Council's Draft Statement of Accounts 2019-2020, before they are brought back to committee for formal approval.

2. RECOMMENDATIONS

- 2.1. The committee is asked to consider the draft Statement of Accounts for 2019/20.

3. SUMMARY

- 3.1. The statutory accounts are prepared in accordance with the Code of Practice on Local Authority Accounting in the UK. Separate management accounts are presented to the Executive and to the Overview Select Committee, which set out the revenue and capital outturn for the authority. The financial position of the authority is presented in a different way in the Statement of Accounts. The outturn reports focus on the in-year financial performance in a format consistent with the Council's budgets, while the Statement of Accounts shows the in-year performance in a standard format adopted by all local authorities, including a balance sheet showing the underlying financial position.

- 3.2. Despite the wide variations in the way the position is presented, the key point is that both the outturn reports and the accounts are consistent.

- 3.3. The core financial statements are:

- Movement in Reserves Statement

This shows the movement in the year on the different reserves held by the authority. This statement distinguishes between "usable reserves" which can be used to fund expenditure or reduce local taxation and "unusable reserves" which are effectively accounting entries and not available to spend. The level of uncommitted general balances at 31st

March 2020 was £15.0m, in line with the Council's financial strategy.

- Comprehensive Income and Expenditure Statement (CIES)

This shows the Council's actual performance for the year in accordance with the Code of Practice. This means that the accounts are prepared on a different basis than that used to set the Council's budget and raise council tax. There are a number of statutory adjustments that are made to the surplus or deficit shown on this statement to arrive at the balance on the General Fund shown in the Movement in Reserves Statement above.

- Balance Sheet

The balance sheet shows the net worth of the Council in terms of its assets and liabilities. It shows the net value of the organisation including the balances and reserves, its long-term indebtedness, and its fixed and net current assets employed in its operations.

- Cash Flow Statement

This statement summarises the movements in cash holdings during the year in common with the presentation required for commercial companies, although the statement is of less significance in the local authority context.

- 3.4 In the 2019/20 Statement of Accounts, the Council has been required to make a prior period adjustment to two secondary schools which transferred to academy status during previous financial periods. This is due to the Council not derecognising them when we should have. This has no bottom-line impact on the money available to the Council.
- 3.5 The Council's Draft Statement of Accounts was published on the website on the 12th June 2020.
- 3.6 The external audit started on the 15th June; any recommendations made will be reported to your committee, along with any alterations made to the draft Statement of Accounts at the auditors' request.
- 3.7 Due to the Covid-19 pandemic the usual statutory deadlines have been extended and the final audited accounts are not required to be completed until the 30th November 2020. This date is usually the 31st July. However, as reported by Grant Thornton we are working to complete the audit earlier, if possible.
- 3.8 At appendix B a copy of a report produced by Grant Thornton is provided. This covers the potential impact & issues of Covid-19 on the 2019/20 financial statements.

4. FINANCIAL IMPLICATIONS

4.1. The report is exclusively concerned with financial issues.

5. LEGAL IMPLICATIONS

5.1. As the report is for noting there are no legal implications arising from the recommendations contained in this report.
Emma Jackman, Head of Law (Commercial, Property & Planning)

6. OTHER IMPLICATIONS

<u>OTHER IMPLICATIONS</u>	<u>YES/NO</u>	<u>PARAGRAPH REFERRED</u>
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights / People on low incomes	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

7. BACKGROUND PAPERS

8. CONSULTATIONS

All departments are consulted during the Authority's close down period.

9. SUMMARY OF APPENDICES

Appendix A – Draft Statement of Accounts
Appendix B – Grant Thornton Report covering the impact of Covid-19 on financial reporting.

10. AUTHOR

Amy Oliver
Chief Accountant – Corporate Accountancy
X 54 5667

Alison Greenhill
Director of Finance



DRAFT ANNUAL ACCOUNTS
Leicester City Council
2019/20

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Introductory Statements

Narrative Statement

This report sets out to provide the context for the Council's financial statements and to demonstrate how the Council has achieved its desired objectives for 2019/20.

1. Introduction

Leicester City Council is a unitary authority in the East Midlands, consisting of 54 councillors, representing 22 wards in the city, overseen by a directly elected mayor.

The Council's responsibilities are wide-ranging and include services it is legally required to provide (e.g. adult social care and waste collection) as well as discretionary services such as parks, open spaces and leisure centres.

Leicester City Council employs more than 12,000 staff, who are responsible for delivering services to a diverse range of customers. Examples of the areas in which they work are below:

- Neighbourhood and Environmental Services
- Adult Social Care
- Children's Social Care
- Housing
- Public Health & Sports
- Over half the employees working within our schools.

The vision of the Council is that we will operate with creativity and drive for the benefit of Leicester and its people. To achieve this, we have committed to five values:

- Be confident
- Be clear
- Be respectful
- Be fair
- Be accountable

The Mayor's vision for the Council is to enhance people's confidence and pride in our city, because when people feel proud about where they live they become part of it. The Mayor's key pledges in 2019/20 are:

- A Fair City
- Homes for All
- Connecting Leicester
- Sustainable Leicester
- Health & Care
- Lifelong Learning
- A City to Enjoy
- A Safe and Inclusive Leicester

These key pledges set the medium to the long – term strategies of the Council.

Some of the key outcomes from the Mayor's pledges in 2019/20 have been:

- Continuing significant infrastructure works to improve local transport routes through the City.
- The Council continues to manage its budget without crisis.
- Progress was made in relation to the Water-side Regeneration project.
- Continued investment in Council housing and the approval of significant investment in affordable housing going forward.

Narrative Statement

2. Financial Performance

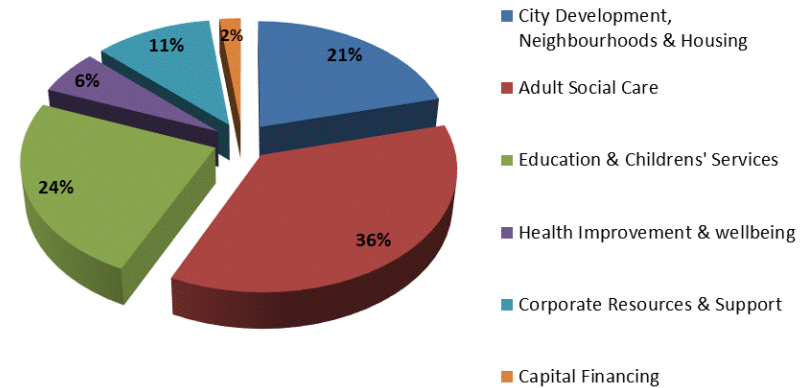
The Council has seen pressures on its budget in 2019/20 and this is forecast to continue into future years. The Council has addressed the issue through a programme of spending reviews, which are seeking savings from a range of service areas. This approach is complemented by a 'managed reserves strategy', whereby reserves have been consciously increased to buy time to implement future reductions in a planned way.

Net expenditure on provision of services was £355m in 2019/20 and £312m in 2018/19. The chart to the right sets out the spend by General Fund service area.

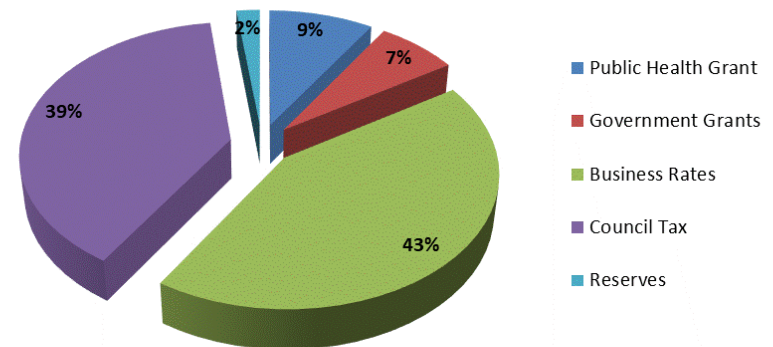
The services above are funded through various resources as demonstrated below. During 2019/20, the Council was part of the Leicester & Leicestershire 75% Business Rates Pool. This meant the Council received more of its money from business Rates compared to previous years and did not receive funding from the Revenue Support Grant. This was a one year pilot and the Council will revert to the standard 50% business rates scheme in 2020/21.

The Expenditure and Funding Analysis at note 2 in the accounts shows the relationship between the outturn position above and what is reported in the Council's Comprehensive Income & Expenditure Statement.

2019/20 Spend by Category
(General Fund Net Spend)



2019/20 Sources of Funding
(General Fund)



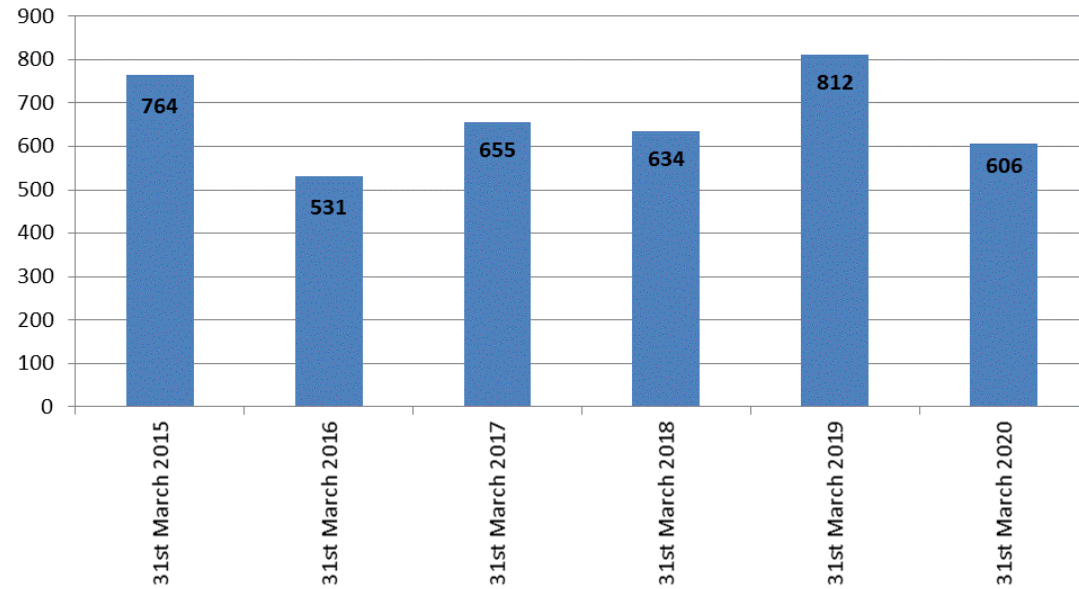
Narrative Statement

Pension Liabilities

The Council is a member of the Leicestershire local authority pension scheme. In common with most such schemes, the Council's share of the pension fund shows a significant deficit. This represents the difference between expected investment returns and the cost of providing benefits to scheme members which have been earned to date.

Variations between the years will occur, principally due to changes in assumptions made by the scheme actuaries about the growth of future liabilities and rates of returns on the fund's investments. The graph to the right illustrates the volatility that can occur on a year-by-year basis because of these changes, and hence, the limited context in which annual movements should be viewed.

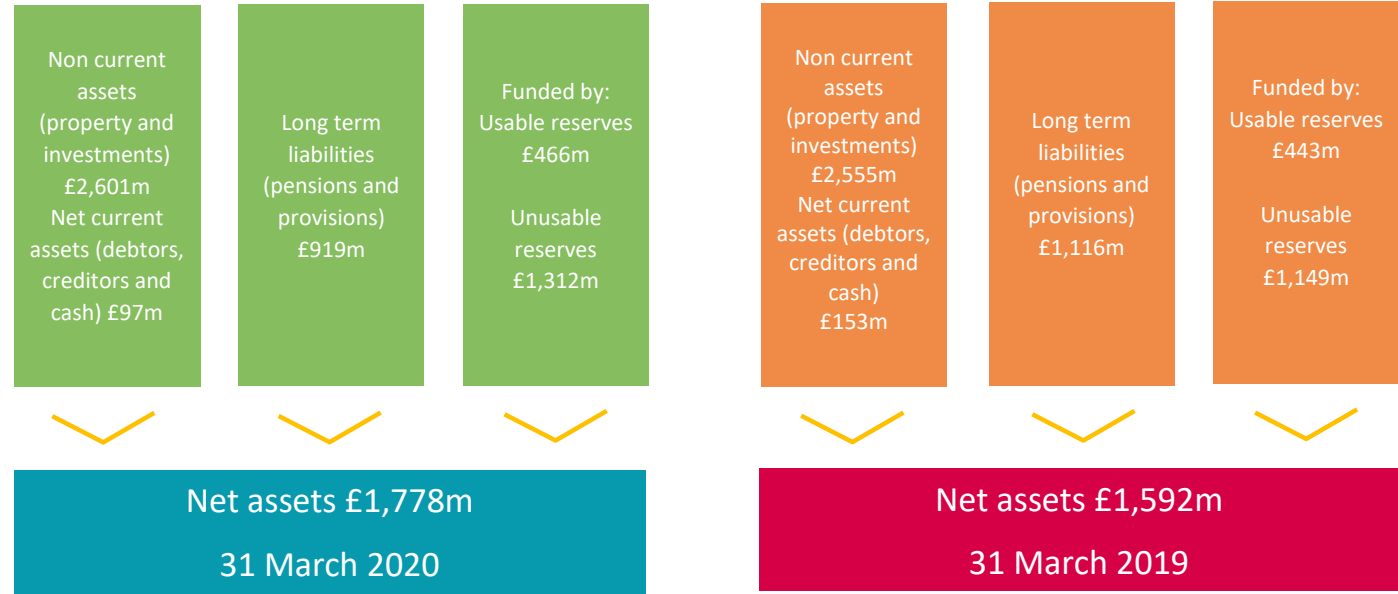
Pension Deficit £m



Narrative Statement

Net Assets

The Council maintains a strong balance sheet despite financial challenges, with net assets of £1,778m at 31st March 2020 (£1,592m at 31st March 2019).



Cash Flow Management

Cash management differs from budget management in that cash balances do not represent sums which could be used to support the budget.

The Council's treasury strategy is based on utilising cash balances to fund capital expenditure without the need to borrow.

Cash & Cash equivalents at 31st March 2020 were £59m, £17m higher than the previous year. A substantial portion of the Council's cash balances can only be used to repay debt, but this is seldom possible as Government rule changes made it prohibitively expensive to repay PWLB debt.

Towards the end of 19/20, the country was impacted by the Covid-19 pandemic. This necessitated a change of emphasis in the Council's treasury management to ensure sufficient liquidity.

Narrative Statement

Capital

The Council has an ambitious capital programme aimed at regenerating the City, including:

- Neighbourhood works
- Council house improvements
- Additional school places

Capital expenditure of £120m was incurred in 2019/20 compared to £107m in 2018/19. Details of the spending can be seen in the table.

The key projects within 2019/20 that are expected to continue during 2020/21 and beyond are Leicester North West transport scheme, redevelopment of Waterside, and creation of additional school places.

Capital Expenditure 2019/20		
Category	£m	Spending includes;
Planning, Development & Transport	33.7	Leicester North West Major Transport Scheme, Connecting Leicester, Waterside Strategic Regeneration area, Ashton Green
Housing Revenue Account	43.1	Affordable Housing Acquisitions, Council House Improvements; including environment
Schools	16.5	Primary and secondary expansions and school's maintenance
Tourism, Culture & Inward Investment	3.3	Leicester Market redevelopment & Cultural
Estates & Building Services	9.7	Haymarket House & Property Maintenance
Neighbourhood & Environmental Services	1.1	City Centre Playground & CCTV - Infrastructure Improvements
Housing General Fund	2.3	Disabled facilities grant, repayable home repair loans
Leases & PFI	4.1	Waste management vehicle additions & Haymarket Car Park
Growing Places Loan	4.3	Loans to organisations to support projects designed to unlock wider economic growth
Other	2.0	Children's Homes & Adult Social Care capital schemes
TOTAL	120.1	

Narrative Statement

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Leicester and Leicestershire Enterprise Partnership (LLEP)

The Council is the accountable body for the LLEP. The LLEP is a strategic body made up of local government and business leaders as well as senior education and third sector representatives. The LLEP's remit is to drive forward re-generation and growth of the local economy, by:

- Working with Government to set out key investment priorities for Leicester & Leicestershire
- Engaging with business, local authorities, Higher Education, Further Education, the voluntary sector and other stakeholders
- Facilitating local partnership working and relations with national Government
- Influencing national Government economic policy and spending
- Investing LLEP funding and aligning partner resources
- Through its investments, influence and activities ensure positive outcomes for the local economy

As the accountable body for the LLEP the Council looks after the body's finances. As at the 31st March 2020 the Council was holding £19.6m of the LLEP's balances, this is shown as a creditor in the balance sheet. The LLEP'S income and expenditure is not included in the core statements of the Council.

The table below shows the total operating income & expenditure for the LLEP during 2019/20.

	19/20
	£000's
Income	
Grants	700
Contributions	280
National and Local Programme Income	741
Fees, Interest and Other Income	518
	<u>2,239</u>
Expenditure	
Staffing	848
Running Costs	326
Accountable Body Costs	179
Programme Delivery	615
	<u>1,968</u>
Net Surplus / (Deficit)	<u>271</u>

The LLEP is also responsible for administering the surplus for the Leicester & Leicestershire Business Rates Pool.

Covid-19

In March, 2020, the Covid-19 virus pandemic struck the UK. The Council took a lead role in supporting vulnerable people and the local economy, and administered a number of Government support programmes. Some services closed, reducing the income available to the Council, and many staff commenced working from home. Some staff were deployed to assist with the Council's response to the pandemic. The financial impact in 2019/20 was minor, with the Council incurring additional expenditure of less than £1m. The major financial impact will be felt in 2020/21, the severity of which will depend on the length of the lockdown period(s). The most sig-

nificant costs are expected to be in adult social care (vulnerable adults released from hospital, but more significantly in stabilising the social care market). Reductions in income have been experienced in a number of areas, notably car parking and leisure services. The impact is also expected to be felt in collection of council tax, non-domestic rates and housing rents.

The Council has received £21m of grants from the Government to help meet the consequences of the pandemic, in addition to substantial grants (in excess of £100m) to support specific government initiatives (the key ones being grants to support businesses and additional rate relief). The Council believes it is unlikely that £21m will be sufficient to cover all costs, and awaits information on whether further support will be made available. The Director of Finance is under an obligation to make a formal report under section 114 of the Local Government Finance Act, 1988, if she believes that expenditure for 2020/21 is likely to exceed resources. The Director does not believe that such a report will need to be made.

The pandemic is likely to lead to changes in the way the Council provides its services in the future, which in turn will impact its financial strategy. Some costs incurred to manage the pandemic may prove to be permanent. The Council will also need to respond to the economic impacts, including the potential consequences for the city's retail sector.

The Council will need to carry out a more fundamental review of its revenue and capital priorities as part of its budget planning for 2021/22.

Narrative Statement

3. Governance

Details regarding the Council's governance arrangements can be found in the Annual Governance Statement (page 154) along with the significant risks facing the authority.

4. Looking Ahead

The Council has set a balanced budget for 2020/21. Further detail on the Council's long-term strategy can be found in the budget report; <http://www.cabinet.leicester.gov.uk:8071/documents/g9403/Public%20reports%20pack%20Wednesday%2019-Feb-2020%2017.00%20Council.pdf?T=10>

The strategy predated the Covid pandemic, and the future outlook is going to be heavily contingent on its long-term consequences (discussed above) and the Government's response (including any new expectations placed on the Council to be ready for any future pandemic). The Government's proposed changes to local government finance, including a review of how funding is allocated, will no longer take place in 2021/22. We do not know the extent to which any fundamental changes to the cost bases of local authorities will be met by Government grant.

In common with other authorities nationally, we continue to face growth in social care costs. While this is acknowledged as a national pres-

sure, there has been no national consensus on the means of meeting these costs in the future. Government intentions for social care funding beyond 2020/21 are not known. A Green Paper was planned in 2018, although it has been delayed several times and the final publication date is unclear. It is expected that the pandemic will have delayed this further.

Like all sectors in the UK the Council faces risk from the UK's future trading arrangements with the EU, particularly if trading is on World Trade Organisation terms.

Further detail on the risks facing the Council can be found in the Annual Governance Statement.

5. Conclusion

The Council will continue to operate within a reducing revenue budget envelope for the immediate future. With continuing demographic and needs led pressures, managing within its means whilst providing good quality services will remain the primary challenge to the Council.

The Council will need to continue to work to ensure that it uses its cash and fixed asset resources in the most efficient and effective way possible. This will be important in maximising available resources whilst operating with prudent financial disciplines.

Further details on the Council's organisational structure, corporate plans and strategic issues can be found in the Annual Governance Statement.

Narrative Statement

6. Structure of the Statement of Accounts and Core Accounting Statements

The Statement of Accounts sets out the Council's income and expenditure for the year, and its financial position at 31 March 2020. It comprises core and supplementary statements, together with disclosure notes. The format and content of the financial statements are prescribed by the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2019/20. This is based on International Financial Reporting Standards adopted for use in the public sector context.

The Core Statements are:

- The **Comprehensive Income and Expenditure Statement (CIES)** – this shows the net cost of providing services. This statement is prepared on the accounting basis. The Expenditure and Funding Analysis compares the CIES with the level of income and expenditure which are taken into account when setting the annual budget and council tax, since certain amounts are disregarded under statute.
- The **Movement in Reserves Statement** is a summary of the changes in the Council's reserves over the course of the year. Reserves are divided into usable reserves which can be used to fund future expenditure and unusable reserves which are maintained to meet statutory responsibilities.

- The **Balance Sheet** shows the Council's assets and liabilities at the year end. Net assets are matched by reserves which may be usable or unusable.
- The **Cash Flow Statement** shows the changes in cash and cash equivalents during the year and explains the reasons.

The Supplementary Financial Statements are:

- The **Annual Governance Statement** which provides an overview of the Council's key governance arrangements. Along with updating readers on the conclusions of the annual review, including any changes and improvements that are being made.
- The **Housing Revenue Account** is a statutory ringfenced account relating to the provision of rented social housing.
- The **Collection Fund** which records all income and expenditure in relation to council tax and business rates and the redistribution to pre-empting authorities.

The notes to these financial statements provide more detail about the Council's accounting policies and individual transactions.

Group Accounts Preparation:

The Council has not identified any subsidiaries, associated companies or joint ventures in which it has material interest and therefore is not required to prepare group accounts.

Statement of Responsibilities for the Statement of Accounts

The Council's Responsibilities

The Council is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this council, that officer is the Director of Finance.
- Manage its affairs so as to secure economic, efficient and effective use of resources and safeguard its assets.
- Approve the Statement of Accounts.

These accounts were approved at a meeting of the Audit & Risk Committee on the

Statement of Responsibilities for the Statement of Accounts (continued)

The Director of Finance's Responsibilities

The Director of Finance is responsible for the preparation of the Council'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 Director of Finance has:

- Selected suitable accounting policies and applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with the local authority Code.

The Director of Finance has also:

- Kept proper accounting records, which were up to date;
- Taken reasonable steps for the prevention and detection of fraud and other irregularities.

I certify that the Statement of Accounts has been prepared in accordance with proper practices and presents a true and fair view of the financial position of the City Council and its income and expenditure for the year ended 31st March 2020.

Signed:



Alison Greenhill CPFA, Director of Finance Date: 11/06/2020

Independent Auditor's Report to the Members of Leicester City Council

Core Financial Statements

Comprehensive Income and Expenditure Statement

The **Comprehensive Income and Expenditure Statement** shows the Council's actual financial performance for the year on the accounting basis, measured in terms of the resources consumed and generated over the financial period under the relevant accounting standards. This statement shows a surplus in 2019/20 of £186m.

Total comprehensive income and expenditure includes various transactions which illustrate aspects of the Council's financial position but do not impact on the 'bottom line' amounts chargeable to taxpayers, in particular gains on the revaluation of pension liabilities and gains on revaluation of property assets.

Restated 2018/19				2019/20		
Gross Exp	Income	Net Exp		Gross Exp	Income	Net Exp
£000	£000	£000	Note	£000	£000	£000
191,588	(84,194)	107,394	City Development & Neighbourhoods	192,326	(65,792)	126,534
87,248	(82,573)	4,675	Housing Revenue Account (HRA)	83,625	(79,655)	3,970
152,819	(64,104)	88,715	Adult Social Care	166,407	(69,333)	97,074
27,387	(33,089)	(5,702)	Health Improvement & Wellbeing	26,174	(32,972)	(6,798)
394,925	(311,314)	83,611	Education & Children's Services	401,973	(281,925)	120,048
41,478	(10,526)	30,952	Corporate Resources & Support	46,919	(18,961)	27,958
108,548	(112,075)	(3,527)	Housing Benefits	92,276	(94,258)	(1,982)
6,223	(313)	5,910	Corporate Items	(2,933)	(7,839)	(10,772)
-	(517)	(517)	Capital Financing	-	(518)	(518)
1,010,216	(698,705)	311,511	Cost of Services	1,006,767	(651,253)	355,514

Comprehensive Income and Expenditure Statement (continued)

Restated 2018/19			2019/20			
Gross Exp	Income	Net Exp		Gross Exp	Income	Net Exp
£000	£000	£000	Note	£000	£000	£000
		59,175	Other Operating Expenditure	12		54,851
		53,164	Financing and Investment Income and Expenditure	13		35,118
		(346,832)	Taxation and Non-Specific Grant Income	14		(305,292)
		77,018	(Surplus) or Deficit on Provision of Services	15		140,191
		(280,040)	(Surplus) or Deficit on Revaluation of Property, Plant and Equipment Assets	27b		(74,561)
		129,710	Remeasurement of the Net Defined Benefit Liability	43		(250,953)
		(150,330)	Other Comprehensive Income & Expenditure			(325,514)
		(73,312)	Total Comprehensive Income & Expenditure			(185,323)

Movement in Reserves Statement

The **Movement in Reserves Statement** shows the movement in the year on the different reserves held by the Council, analysed into “usable reserves” (those that can be applied to fund expenditure or reduce local taxation) and unusable reserves which contain items that illustrate the difference between the Council’s financial position under accounting standards (the “accounting basis”) and the amount charged to the taxpayer for the year (the “funding basis”).

2019/20	Note	General Fund	Earmarked	General Fund	Housing	Major	Capital	Capital	Total	Unusable	Total
		Balance	Reserves	Total	Revenue	Repairs	Receipts	Grants	Usable	Reserves	Authority
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Restated Balance at 31st March 2019 brought forward		(15,000)	(222,005)	(237,005)	(30,508)	-	(105,823)	(69,665)	(443,001)	(1,149,203)	(1,592,204)
Total Comprehensive Expenditure and Income		122,761	-	122,761	17,430	-	-	-	140,191	(325,514)	(185,323)
Adjustments between accounting basis & Funding basis under regulation	10	(145,190)	-	(145,190)	(19,747)	-	(4,618)	7,337	(162,218)	162,218	-
Transfers to/(from) Earmarked Reserves	11, 27	22,429	(22,429)	-	-	-	-	-	-	-	-
Balance at 31st March 2020 carried forward		(15,000)	(244,434)	(259,434)	(32,825)	-	(110,441)	(62,328)	(465,028)	(1,312,499)	(1,777,527)

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Movement in Reserves (continued)

Restated 2018/19		General Fund Balance	Earmarked Reserves	General Fund Total	Housing Revenue Account	Major Repairs Reserve	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
	Note	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Restated Balance at 31st March 2018 brought forward		(15,000)	(189,962)	(204,962)	(30,745)	-	(84,742)	(22,259)	(342,708)	(1,176,184)	(1,518,892)
Total Comprehensive Expenditure and Income		48,726	-	48,726	28,292	-	-	-	77,018	(150,330)	(73,312)
Adjustments between accounting basis & Funding basis under regulation	10	(80,769)	-	(80,769)	(28,055)	-	(21,081)	(47,406)	(177,311)	177,311	-
Transfers to/(from) Earmarked Reserves	11, 27	32,043	(32,043)	-	-	-	-	-	-	-	-
Restated Balance at 31st March 2019 carried forward		(15,000)	(222,005)	(237,005)	(30,508)	-	(105,823)	(69,665)	(443,001)	(1,149,203)	(1,592,204)

Balance Sheet

The Balance Sheet shows the Council's assets and liabilities.

The top of the Balance Sheet shows the Council's net assets. Assets include property, plant & equipment, intangible assets, amounts owed to the Council and the Council's cash and financial investments. Liabilities include amounts owed by the Council (including conditional funding received), provisions made in respect of future events (see Note 25), the Council's borrowing and the deficit on the Council's pension fund.

The bottom of the Balance Sheet shows how the Council's net assets are financed by reserves, which are divided into usable and unusable reserves.

Restated 31st March 2019 £000		Note	31st March 2020 £000
2,438,937	Property, Plant & Equipment	16	2,410,395
92,227	Heritage Assets	17	90,491
1,600	Intangible Assets	18	940
15,000	Long Term Investments	19	85,000
7,741	Long Term Debtors	21	13,831
2,555,505	Long Term Assets		2,600,657
200,021	Short Term Investments	19	153,712
3,863	Assets Held For Sale (<1 year)	23	2,100
3,032	Inventories	20	2,747
49,409	Short Term Debtors	21	54,857
41,673	Cash and Cash Equivalents	22	59,043
297,998	Current Assets		272,459

Balance Sheet (continued)

Restated 31st March 2019 £000		Note	31st March 2020 £000
(11,091)	Short Term Borrowing	19	(34,046)
(128,016)	Short Term Creditors	24	(137,653)
(6,052)	Provisions (<1 year)	25	(4,620)
(145,159)	Current Liabilities		(176,319)
(6,602)	Provisions (>1 year)	25	(12,524)
(180,119)	Long Term Borrowing	19	(180,115)
(915,673)	Other Long Term Liabilities	19	(708,448)
(13,746)	Capital Grants Receipts in Advance	36	(18,184)
(1,116,140)	Long Term Liabilities		(919,271)
1,592,204	Net Assets		1,777,526
	<u>Represented by:</u>		
443,001	Usable Reserves	26	465,028
1,149,203	Unusable Reserves	27	1,312,498
1,592,204	Total Reserves		1,777,526

Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council 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 Council are funded by way of taxation and grant income or from the recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery.

Restated 2018/19		2019/20
£000	Note	£000
77,018		140,191
	Net (surplus) or deficit on the provision of services	
(213,500)		(262,512)
	Adjustments to net surplus or deficit on the provision of services for non-cash movements	
144,206		72,414
	Adjustments for items included in the net surplus or deficit on the provision of services that are investing or financing activities	
7,724		(49,907)
	Net cash flows from Operating Activities	
(69,024)		50,997
	Net cash flows from Investing Activities	
63,695		(18,460)
	Net cash flows from Financing Activities	
2,395		(17,370)
	Net (increase) or decrease in cash and cash equivalents	
44,068		41,673
	Cash in hand / (overdraft) and cash equivalents at the beginning of the reporting period	
41,673		59,043
	Cash in hand / (overdraft) and cash equivalents at the end of the reporting period	
	22	

Explanatory Notes To The Core Financial Statements

Note 1 Accounting Policies

Changes in Accounting Policies

In 2019/20 there are no changes to our accounting policies.

Accounting Policies for 2019/20

1. General Principles

The Statement of Accounts summarises the City Council's transactions for the 2019/20 financial year and its position at the year end of 31 March 2020. The Council is required to prepare an annual statement by the Accounts and Audit Regulations 2015, which those regulations require to be prepared in accordance with proper accounting practices. These practices comprise the Code of Practice on Local Authority accounting in the United Kingdom 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. Figures within the Statement of Accounts may be adjusted by up to £2,000 to take account of rounding differences arising due to reporting figures in thousands (£000s)

2. Recognition of Income and Expenditure

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

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the good or services are transferred to the service recipient in accordance with the performance obligations of the contract.
- Supplies are recorded as expenditure when they are consumed. Where supplies are held for future use they are shown as inventories on the Balance Sheet
- Expenses in relation to services received (including services provided by employees) are recorded when the services are received rather than when payments are made
- Interest payable on borrowings and receivable on investments is accounted for 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 on 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.

3. 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 within three months from the date of acquisition and 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 part of the Council's cash management.

4. Charges to Revenue for Non-Current Assets

Service revenue accounts, support services and trading accounts are charged with the following amounts to record the real cost of holding non-current assets during the year:

- Depreciation attributable to the assets used by the relevant service. Depreciation is calculated on opening Net Book Values

Note 1 Accounting Policies (continued)

4. Charges to Revenue for Non-Current Assets (continued)

- Revaluation & impairment losses on assets used by the service where there were no accumulated gains in the Revaluation Reserve against which the losses can be written off.
- Amortisation of intangible non-current assets attributable to the service.

The Council is not required to raise Council Tax to cover depreciation, impairment losses or amortisations. However, the Council's policy is to make an annual provision from revenue to contribute towards the reduction in its overall borrowing requirements. This is known as "Minimum Revenue Provision" (MRP). The Council is also able to make additional voluntary MRP known as "Voluntary Set Aside" (VSA).

Depreciation, revaluations, impairment losses and amortisations are therefore replaced by MRP and VSA in the Movement in Reserves Statement, by way of an adjusting transaction within the Capital Adjustment Account for the difference between the two.

The Council's full policy on the calculation of Minimum Revenue Provision is set out in the annual budget approved by Council. The Council's MRP policy brings the charge into line with asset lives.

5. Council Tax & Non Domestic Rates

The Council as a billing authority acts 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 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 Councils 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 the year balances in respect of council tax and NDR relating to arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

6. 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 wages, salaries, paid annual and sick leave, bonuses and other non-monetary benefits (e.g. cars) for current employees and are recognised in the year in which the employee renders the service. An accrual is made for the cost of holiday entitlement earned by the employee but not taken before the end of the financial year. The accrual is made at the wage and salary rates applicable in the period the employee takes the benefit. This accrual is charged to services and reversed into the period when the entitlement is taken. To avoid an impact on balances this is reversed in the Movement in Reserves Statement.

Note 1 Accounting Policies (continued)

6. Employee Benefits (continued)

Termination Benefits

Termination benefits are payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date, or the officer's decision to accept voluntary redundancy.

These costs are charged on an accrual basis to the Non Distributed Costs in the CIES when the Council is committed to the termination, or makes an offer to encourage voluntary redundancy.

When these involve enhancement of pensions the General Fund is required to be charged with the amount payable, however this is adjusted (in line with regulations) in the Movement in Reserves Statement to reflect the cash paid rather than the liability incurred under accounting standards.

Post-employment Benefits

Employees of the Council may be members of one of three separate pension schemes:

- The Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education.
- The Local Government Pension Scheme, administered by Leicestershire County Council (LGPS)

- The NHS Pension Scheme (in relation to staff transferring from the NHS as part of the adoption of responsibility for public health), administered by the NHS Business Services Authority

All schemes provide defined benefits to members (retirement lump sums and pensions), to which entitlement is earned as employees work for the Council.

However, the arrangements for the teachers' and NHS schemes mean that liabilities for those benefits cannot be identified as specifically accruing to the Council. The scheme is therefore accounted for as if it were a defined contributions scheme – no liability for future payments of benefits is recognised in the Balance Sheet and the Children and Education services line in the CIES is charged with the employer's contributions payable to teachers' pensions in the year.

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

- The liabilities of the Leicestershire County Council Pension Scheme attributable to Leicester City Council 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 future earnings for current employees.

- The assets of the Leicestershire County Council Pension fund attributable to Leicester City Council are included in the Balance Sheet at their fair value:
- The change in the net pensions liability between Balance Sheet dates is analysed into six components:
 - Current service cost – the increase in liabilities as a result of years of service earned this year, allocated in the CIES to the revenue accounts of services for which the employees worked.
 - Past service costs – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – debited to the Net Cost of Services in the CIES as part of Non-Distributed Costs.
 - Net interest on the defined benefit liability – the net of the expected increase in the present value of liabilities over the year arising from the passage of time and the expected return on scheme assets discounted at the discount rate used for the liabilities. This is part of Financing & Investment Income & Expenditure.

Note 1 Accounting Policies (continued)

6. Employee Benefits (continued)

Post-employment Benefits (continued)

- Gains/losses on settlements and curtailments – the results of actions to relieve the Council of liabilities or events that reduce the expected future service or accrual of benefits of employees – debited to the Net Cost of Services as part of Non-Distributed Costs.
- Re-measurements of the net defined benefit obligation – this is the change in the net pensions liability over the year attributable to changes in demographic and financial assumptions
- Contributions paid to the Leicestershire County Council Pension Fund – cash paid as employer's contributions to the pension fund.

Statutory provisions limit the Council to raising council tax to cover the amounts payable by the Council to the pension fund in the year. This means that there are appropriations to and from the Pensions Reserve in the Movement in Reserves Statement, to remove the notional debits and credits for retirement benefits and replace them with debits for cash paid to the pension fund and any amounts payable to the fund but unpaid at the year-end. The negative balance on the Pension Reserve measures the beneficial impact on the General Fund for

accounting on a cash basis rather than as the benefits are earned.

Discretionary Benefits

The Council also has limited 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 (including teachers and ex-NHS 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.

7. Events after Balance Sheet date

Events after the Balance Sheet date are those events, favourable or adverse, that occur between the end of the reporting period and the date that the Statements are authorised for issue. Two types of events could be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period. The statements are adjusted to reflect this better understanding of the situation at the Balance Sheet date
- Those indicative of conditions that arose after the reporting period, but are relevant to the reader's understanding of the Council's financial position. The Statements are not adjusted, but if the events would have a material effect on the

reader's understanding, disclosure is made 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 Statements.

8. Financial Instruments

Financial Liabilities

Financial liabilities are recognised on the balance sheet when the authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the CIES for interest payable are based on the carrying amount of the liability.

For most of the borrowings that the authority has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the CIES is the amount payable for the year according to the loan agreement.

Financial Assets

Financial assets are classified based on a classification and measurement approach that reflects the business model for holding the financial assets and their cashflow characteristics. There are three main classes of financial assets measured at:

Note 1 Accounting Policies (continued)

8. Financial Instruments (continued)

Financial Assets (continued)

- amortised cost
- fair value through profit or loss (FVPL), and
- fair value through other comprehensive income (FVOCI) [separate accounting policy is required where an authority holds financial instruments at fair value through other comprehensive income].

The authority's business model is to hold investments to collect contractual cash flows. Financial assets are therefore classified as amortised cost, except for those whose contractual payments are not solely payment of principal and interest (ie where the cash flows do not take the form of a basic debt instrument).

9. Government Grants and Contributions

Whether paid on account, by instalments or in arrears, Government grants and third party contributions and donations are recognised as income at the date that the council satisfies the conditions of the entitlement to the grant/contribution and there is reasonable assurance that the monies will be received.

Amounts recognised as due to the Council are not credited to the CIES until conditions

attached to the grant or contributions have been satisfied. Conditions are stipulations that specify that future economic benefits or service potentials embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified or returned to the payer.

Monies advanced as grants and contribution for which conditions have not been satisfied are carried in the Balance Sheet as creditors.

10. Leases

Leases are classified as either 'finance' or 'operating' leases.

A finance lease is one where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of property, plant or equipment from the lessor to the lessee.

All other leases are classified as operating leases – in these cases the annual receipt/payment is simply recognised in the CIES and the future commitments disclosed in the note to the accounts.

Where a lease covers both land and buildings each element is considered separately for classification. Arrangements that do not have the legal status but convey a right to use the asset in return for a consideration are accounted for under this policy.

Council as Lessor

Where the Council is a lessor and have granted a finance lease over property or equipment, which is considered material, the relevant asset is written out of the Balance Sheet. Rentals under such leases are apportioned between:

- Finance income (credited to Finance and Investment income in the CIES).
- Charge for acquisition of the interest in the property (this is treated as a capital receipt and is used to reduce the long-term debtor created at the start of the lease).

Council as Lessee

Where the Council is a lessee and holds assets under a finance lease the relevant assets are recognised as assets and added to the non-current assets on the Balance Sheet at the fair value measured at the lease inception (or the present value of minimum leases payments, if lower). The asset's recognition is matched by a liability for the obligation to pay the lessor. Contingent rents are charged as expenses in the periods they are incurred. Payments under such leases are apportioned between:

- Finance Income and charged to the Finance and Investment expenditure in the CIES.

Note 1 Accounting Policies (continued)

10. Leases (continued)

- Charge for acquisition and debited against the lease liability created when the non-current asset is recognised on the Balance Sheet.

11. Property Plant and Equipment

Assets that have physical substance and are held for use in the provision of services 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 is capitalised on an accruals basis, subject to a de minimis limit of £10k so that small items of expenditure may be charged to revenue. Expenditure that secures but does not extend the previously assessed standards of performance of an asset (e.g. repairs and maintenance) is charged to revenue.

Measurement:

Assets are initially measured at cost, comprising all expenditure that is directly attributable to bringing the asset into working condition for its intended use. The Council does not capitalise borrowing costs incurred during the construction period.

The cost of assets acquired other than by purchase, and donated assets, is deemed to be its current value. Gains are credited to the Revaluation Reserve and included in the Other Comprehensive Income and Expenditure line of the CIES.

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

- Council dwellings – current value using basis of existing use value for social housing.
- Vehicles, plant and equipment - mainly at historic cost net of depreciation, with a few assets being subject to current value measurement.
- Infrastructure assets, Community assets and Assets under Construction – depreciated historic cost or nominal value in the main, with few being subject to current value measurement.
- All other assets including surplus assets - current value, determined as the amount that would be paid for the asset in existing use (based on market value at highest and best use).

Where there is no market based evidence of current value because of the specialised nature of the asset, depreciated replacement cost is used

as an estimate of current value.

Assets included in the Balance Sheet at current value are revalued where there have been material changes in the value, but as a minimum every five years and reviewed annually. Annual valuations of council dwellings are carried out by a specialist external valuer.

Impairment:

The values of each category of asset and of material individual assets are reviewed at the end of each financial year for evidence of reductions in value. Where impairment is identified this is accounted for by charging the loss to the relevant service revenue account where it is clearly attributable to the consumption of economic benefit. Otherwise it is written off against previous revaluation gains attributable to the asset in the Revaluation Reserve, with any excess charges to the relevant service revenue account.

Disposals:

When it becomes probable that the carrying amount of an asset will be recovered from sale rather than through continued use, it is immediately revalued and reclassified as an Asset Held for Sale. The asset is then carried at the lower of that value and current value less costs to sell.

Note 1 Accounting Policies (continued)

11. Property Plant and Equipment (continued)

For assets that no longer meet the criteria of Assets Held For Sale they are reclassified back to non-current assets and valued back to their carrying value before being reclassified, adjusted for depreciation that would have been incurred.

When an asset is disposed of or de-commissioned, the value of the asset in the Balance Sheet is written off to the Other Operating Expenditure line in the CIES as part of the gain or loss on disposal.

Receipts from disposals are credited to the CIES 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). Amounts in excess of £10k are categorised as capital receipts.

A proportion of receipts relating to Housing Revenue Account (HRA) dwellings sold under the Right To Buy (RTB) rules from 1st April 2012 is payable into a government pool, with the balance of the receipts (after a deduction to compensate the HRA for a higher level of sales under the new rules) being available for general capital investment plus a prescribed requirement to provide new affordable housing. 50% of HRA receipts from non-RTB disposals are also required to be paid into the government pool, unless they are reinvested in new affordable housing or regeneration capital schemes, in which case the pooling requirement is waived.

Usable capital receipts are credited to the Usable Capital Receipts Reserve and can only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the Capital Financing Requirement).

The written-off value of disposals is not charged against Council Tax, as the cost of non-current assets is fully provided for under separate arrangements for capital financing.

Depreciation:

Depreciation is provided for on all assets with a determinable finite life, by allocating the value of the asset in the Balance Sheet over the periods in which the benefits from their use are expected to arise.

Depreciation is calculated on the following bases:

- Council dwellings – dividing the buildings element of the valuation (i.e. current less an adjustment for social housing) by the residual life (25-75 years) of the property.
- Other buildings - straight-line allocation over the life of the property as estimated by the valuer.
- Vehicles – on a straight-line basis over 5-7 years.
- Plant and Equipment – straight-line over the estimated life of the asset.
- Infrastructure – straight-line allocation over 40 years.

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 charged based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Depreciation is calculated on opening net book values and is based on the remaining useful life on the assets.

Schools:

Schools assets are included within the Council's Balance Sheet in line with the criteria for recognition of non-current assets set out in the Code of Practice. Consideration is given to the recognition of the assets on a school-by-school basis but in effect the assets of all schools run under the standard community schools model (including Voluntary Controlled schools) are recognised because the Council is both the legal owner of the assets and also the beneficiary of them in substance. Where the governance of the school differs from the community school model (for example Academies, Voluntary Aided and Foundation Trust schools), the Council considers whether it has effective control of the school's assets in respect of access to future economic benefits or service potential, and also its exposure to the risks of ownership. Where this is not the case, the assets are not recognised on the Council's Balance Sheet.

Note 1 Accounting Policies (continued)

11. Property Plant and Equipment (continued)

Where schools become Academies, the Council retains legal title to the assets of the school but transfers the economic benefits and service potential of those assets to the Academy by way of a long lease. The Council therefore derecognises those assets from its Balance Sheet in line with the Code of Practice's provisions on leasing.

Heritage Assets

- Heritage assets are classified and measured on the following basis: Heritage Buildings – Current Value
- Museum/Gallery Exhibits (including Mayoral Regalia and Civic Silver) - Insurance Value (based on revaluation every three years)
- Statues and Monuments - Insurance Value

The carrying amounts in the Balance Sheet of all the assets (i.e. other than museum exhibits and assets held at nominal current value) are reviewed as part of the on-going revaluation programme undertaken by the Council. Where there is evidence of impairment, such as physical deterioration, that impairment will be recognised and measured in accordance with the Council's general policies on impairment; see paragraph 17 – Property, Plant and Equipment on impairment.

Asset purchases will be recognised at cost and acquisitions (for example donations) will be initially recognised at a nominal value until valuations can be ascertained by either the museum's curators with reference to the appropriate commercial markets, or by an external valuer.

The Council may dispose of heritage assets which have a doubtful provenance or are unsuitable for display. Proceeds of such items will be disclosed separately in the notes to the financial statements and will be accounted for in accordance with the statutory requirements relating to capital expenditure and capital receipts; see Note 16 – Property, Plant and Equipment.

Heritage Assets are not depreciated.

12. Private Finance Initiatives

PFI, and similar contracts, are agreements to receive services which may include the requirement to provide assets by the supplier in the delivery of the service. As the Council is deemed to control the service, and ownership of the property will pass to the Council at the end of the contract with no extra charge, the Council carries the value of the asset on its Balance Sheet as part of Property, Plant and Equipment.

The initial recognition of the assets, at current value, is balanced by the recognition of the liability for amounts due to the scheme contractor to pay for the capital investment.

The amounts payable to the PFI contractor each year comprise:

- Value of the service received in the year – charged to relevant service in the CIES.
- Finance Cost – the interest charge on the outstanding Balance Sheet liability, charged to the Finance and Investment line in the CIES.
- Contingent Rent – lease payments that increase or decrease as a result of changes in factors occurring subsequent to the inception of the lease, other than the passage of time.
- Payment towards the liability – applied to the Balance Sheet Liability.
- Lifecycle Costs – additional expenditure on assets either added as prepayment for the asset or to the service lines where not material, when the relevant work is carried out.

13. Provisions, Contingent Liabilities and Assets

Provisions are made where an event has taken place that gives the Council an obligation that probably requires settlement by transfer of economic benefits and a reliable estimate can be made to the amount of the obligation.

Note 1 Accounting Policies (continued)

13. Provisions, Contingent Liabilities and Assets (continued)

Provisions are charged as an expense to the appropriate service in the CIES in the year that the Council becomes aware of the obligation and are measured at the best estimate at the balance sheet date, taking into account relevant risks and uncertainties.

Contingent liabilities arise where an event has taken place that gives the Council a possible obligation whose existence will only be confirmed by the occurrence of uncertain future events not wholly within the control of the Council. Contingent assets arise where an event has taken place that gives the council 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 Council. Both contingent items are not recognised in the Balance Sheet but disclosed further in the notes to the accounts.

14. Reserves

The Council sets aside specific amounts as usable reserves for future policy provisions or to cover contingencies. Reserves are created by appropriating amounts of the General Fund Balance.

Certain unusable reserves are kept to manage the accounting process 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 further detail in Note 27 to the accounts.

15. Revenue Expenditure Funded from Capital Under Statute

Expenditure incurred during the year that may be capitalised under statutory provision but does not result in the creation of fixed assets has been charged as expenditure to the relevant service revenue account in the CIES, in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, it is transferred from the General Fund to the Capital Adjustment Account so there is no impact on the level of Council Tax.

16. Schools

Where the Council determines that the overall balance of control of schools lies within the Council those schools' assets, liabilities, reserves and cash flows are recognised in the Council financial statements. Therefore, schools' transactions, cash flows and balances are recognised in the Financial Statements of the Council as if they were the transactions, cash flows and balances of the Council. Academies and other schools such as voluntary aided schools, where control does not lie with the council, are excluded from the Council's financial statements.

17. VAT

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

Note 2 Expenditure & Funding Analysis

2019/20	Net Expenditure Charged to the HRA & General Fund Balance	Adjustments Between Accounting & Funding Basis	Net Expenditure on the Comprehensive Income & Expenditure Statement
	£000	£000	£000
City Development & Neighbourhoods	53,078	73,456	126,534
Housing Revenue Account (HRA)	(11,191)	15,161	3,970
Adult Social Care	91,440	5,634	97,074
Health Improvement & Wellbeing	(7,795)	997	(6,798)
Education & Children's Services	63,309	56,739	120,048
Corporate Resources & Support	23,840	4,118	27,958
Housing Benefits	(1,982)	-	(1,982)
Corporate Items	6,540	(17,312)	(10,772)
Capital Financing	(518)	-	(518)
Cost of Services	216,721	138,793	355,514
Other Operating Expenditure	(4,675)	59,526	54,851
Financing and Investment Income and Expenditure	27,734	7,384	35,118
Taxation and Non-Specific Grant Income	(264,526)	(40,766)	(305,292)
(Surplus) or Deficit on Provision of Services	(24,746)	164,937	140,191
Movement in Balances	General Fund / Earmarked Reserves	HRA	Total
Opening Balance	(237,005)	(30,508)	(267,513)
Surplus or Deficit in the Year	(22,429)	(2,317)	(24,746)
Closing Balance	(259,434)	(32,825)	(292,259)

Note 2 Expenditure & Funding Analysis (continued)

Restated 2018/19	Net Expenditure Charged to the HRA & General Fund Balance	Adjustments Between Accounting & Funding Basis *	Net Expenditure on the Comprehensive Income & Expenditure Statement
	£000	£000	£000
City Development & Neighbourhoods	38,387	69,007	107,394
Housing Revenue Account (HRA)	(8,664)	13,339	4,675
Adult Social Care	84,806	3,909	88,715
Health Improvement & Wellbeing	(7,772)	2,070	(5,702)
Education & Children's Services	40,720	42,891	83,611
Corporate Resources & Support	27,986	2,966	30,952
Housing Benefits	(3,527)	-	(3,527)
Corporate Items	37,229	(31,319)	5,910
Capital Financing	(517)	-	(517)
Cost of Services	208,648	102,863	311,511
Other Operating Expenditure	1,494	57,681	59,175
Financing and Investment Income and Expenditure	20,028	33,136	53,164
Taxation and Non-Specific Grant Income	(261,976)	(84,856)	(346,832)
(Surplus) or Deficit on Provision of Services	(31,806)	108,824	77,018
Movement in Balances	General Fund / Earmarked Reserves	HRA	Total
Opening Balance	(204,962)	(30,745)	(235,707)
Surplus or Deficit in the Year	(32,043)	237	(31,806)
Closing Balance	(237,005)	(30,508)	(267,513)

* Includes a realignment of capital adjustments across headings.

Note 3 Accounting Standards Issued But Not Yet Adopted

Under the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 (the Code), the Council is required to disclose information setting out the impact of an accounting change required by a new accounting standard that has been issued but not yet adopted by the Code.

At the balance sheet date, the following new standards and amendments to existing standards have been published but not yet adopted by the Code of Practice of Local Authority Accounting in the United Kingdom:

IFRS 16 Leases will require local authorities that are lessees to recognise most leases on their balance sheets as right-of-use assets with corresponding lease liabilities (there is recognition for low-value and short-term leases). CIPFA/LASAAC have deferred implementation of IFRS16 for local government to 1 April 2021.

IAS 19 Employee Benefits will require the remeasurement of net pension asset/liability following plan amendments, curtailments or settlements to be used to determine current service cost and net interest for the remainder of the year after the change to the plan. The updating of these assumptions only applies to changes from 1st April 2020 and, since this could result in positive, negative or no movement in the net pension liability, no prediction can be made of the possible accounting impact.

Note 4 Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Note 1 of this Statement of Accounts, the Council has had to make certain judgements about complex transactions and/or those involving uncertainty about future events. that transfer to academies are written out of the balance sheet in the year in which transfer of school management takes place.

The critical judgements made in the Statement of Accounts are:

Accounts prepared on a going concern basis

These accounts have been prepared on a going concern basis. The concept of a going concern assumes that an organisation, its functions and services will continue in operational existence for the foreseeable future. However, there is a high degree of uncertainty about future levels of funding for local government and the future national economic outlook. The Council's management has used its judgement and determined that its financial strategy is robust and that this uncertainty is not yet sufficient to affect the assumptions underpinning the strategy and that the Council will continue as a going concern.

Recognition of School Assets

Since 2014-15 the Council has adopted a policy of recognising only community school land and buildings as non-current assets in the balance sheet. Voluntary aided and foundation school assets are not recognised as Council assets as ownership and/or control of them lie with the bodies that manage them. Assets of community schools

Note 5 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 Council 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 Council's Balance Sheet at 31st 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
Property, Plant & Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by approximately £2m for every year that useful lives had to be reduced.
Fair Value Measurements	Most financial and property assets are now held at Fair Value (see Accounting Policies & Notes 16 & 19 for more information). When there is no quoted market value for an asset, the Council applies other valuation methods in accordance with the Code of Practice and the underlying IFRS 13 standard, but these may incorporate elements of judgement around risks and the basis of assumptions.	It is not possible to quantify the level of variance that may arise if assumptions used differ from actual asset values. The Council is confident, however, that the risk of any differences impacting on the level of usable reserves or the overall financial strategy is low.

Note 5 Assumptions made about the future and other major sources of estimation uncertainty continued

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 Local Government Pension Scheme, administered by Leicestershire County Council with expert advice about the assumptions to be applied.</p>	<p>The effects on the net pension liability of changes in individual assumptions can be measured. The actuaries have advised that a 0.5% decrease in the Real Discount Rate would mean a 10% increase to the employers liability amounting to approximately £182m. A 0.5% increase in the Pension Increase Rate would mean an 9% increase to the employers' liability amounting to £163m. A 0.5% increase in the projected rate of salary increased would lead to an increased liability of 1% or £18m.</p>
PFI Schemes	<p>Total payments due under the existing PFI schemes have to be split between payments for services, reimbursement of capital expenditure, interest, lifecycle costs etc. The split is arrived at by using financial models that contain inherent uncertainties and assumptions.</p>	<p>It is not possible to quantify the potential effect of these uncertainties on the PFI liabilities included in the accounts.</p>

Note 5 Assumptions made about the future and other major sources of estimation uncertainty continued

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Business Rates Appeals	<p>The Council has applied judgement in calculating the provision for business rate appeals based on data from the Valuation Office Agency (VOA) regarding outstanding appeals where estimates of the likelihood of success, the amount of the reduction and the backdating of the appeal have been based upon averages of historic settled appeals data and any other known information. Different averages have been calculated for the different types of appeal and property types. As at 31st March 2020, 495 known appeals were outstanding relating to 314 properties.</p>	<p>The provision made by the Council stands at £11.6m at 31st March 2020. This calculation is based on a range of sources including professional advice. If the volume and outcome of appeals differs significantly from the assumptions made then this will impact on whether the level of provision is adequate. It is the Council's judgement that the impact of any error would not have a material impact on these financial statements.</p>

Note 6 Prior Period Adjustment

The Council has been required to make a prior period adjustment in relation to Property, Plant and Equipment. The adjustment removes two schools that have converted to academies in prior financial years. This has no effect on the Councils financial position and is just an accounting adjustment.

The fully restated balance sheet is shown on page 22. The adjustments made are shown in the following tables;

Effect on line items in the Balance Sheet 31st March 2018

	31st March 2018	31st March 2018	
	As Originally Stated	As Restated	Amount of Restatement
	£000	£000	£000
Property, Plant & Equipment	2,258,983	2,256,304	(2,679)
Long Term Assets	2,415,231	2,412,552	(2,679)
Current Assets	294,991	294,991	-
Current Liabilities	(166,312)	(166,312)	-
Long Term Liabilities	(1,022,339)	(1,022,339)	-
Net Assets	1,521,571	1,518,892	(2,679)
<u>Represented by:</u>			
Usable Reserves	342,708	342,708	-
Unusable Reserves	1,178,863	1,176,184	(2,679)
Total Reserves	1,521,571	1,518,892	(2,679)

Note 6 Prior Period Adjustment (continued)

Effect on line items in the Balance Sheet 31st March 2019

	31st March 2019	31st March 2019	
	As Originally Stated	As Restated	Amount of Restatement
	£000	£000	£000
Property, Plant & Equipment	2,465,963	2,438,937	(27,026)
Long Term Assets	2,582,531	2,555,505	(27,026)
Current Assets	297,998	297,998	-
Current Liabilities	(145,159)	(145,159)	-
Long Term Liabilities	(1,116,140)	(1,116,140)	-
Net Assets	1,619,230	1,592,204	(27,026)
<u>Represented by:</u>			
Usable Reserves	443,001	443,001	-
Unusable Reserves	1,176,229	1,149,203	(27,026)
Total Reserves	1,619,230	1,592,204	(27,026)

Note 6 Prior Period Adjustment (continued)

The fully restated Comprehensive Income Expenditure Statement is shown on page 18, the adjustments made in 2018/19 are shown in the table below;

Effect on Comprehensive Income and Expenditure Statement 2018/19

	2018/19	2018/19	
	As Originally Stated	As Restated	Amount of Restatement
	£000	£000	£000
Cost of Services	311,511	311,511	-
Other Operating Expenditure	34,828	59,175	24,347
Financing and Investment Income and Expenditure	53,164	53,164	-
Surplus or Deficit of Discontinued Operations	-	-	-
Taxation and Non-Specific Grant Income	(346,832)	(346,832)	-
(Surplus) or Deficit on Provision of Services	52,671	77,018	24,347
Surplus or Deficit on Revaluation of Property, Plant and Equipment Assets	(280,040)	(280,040)	-
Remeasurement of the Net Defined Benefit Liability	129,710	129,710	-
Total Comprehensive Income & Expenditure	(97,659)	(73,312)	24,347

Note 6 Prior Period Adjustment (continued)

The fully restated Movement Reserves Statement is shown on page 20. The prior period adjustment only effected the Usable Reserve balances in 2018/19 and are shown in the table below;

Movement in Reserves Statement - Usable Reserves 2018/19

	2018/19	2018/19	
	As Originally Stated	As Restated	Amount of Restatement
	£000	£000	£000
Balance at the end of the previous reporting period 31st March 2018	342,708	342,708	-
Surplus or (Deficit) on the Provision of Services	52,671	77,018	24,347
Adjustments between accounting basis and funding basis under regulations	(152,964)	(177,311)	(24,347)
Increase or (Decrease) in the year	(100,293)	(100,293)	-
Balance at the end of the current reporting period 31st March 2019	242,415	242,415	-

Note 6 Prior Period Adjustment (continued)

The fully restated Cashflow is shown on page 24. The prior period had no effect on the bottom line cash position in 2018/19 as shown in the table below;

Effect on the Cashflow Statement 2018/19

	31st March 2019	31st March 2019	
	As Originally Stated	As Restated	Amount of Restatement
	£000	£000	£000
Net (surplus) or deficit on the provision of services	52,671	77,018	24,347
Adjustments to net surplus or deficit on the provision of services for non-cash movements	(189,153)	(213,500)	(24,347)
Adjustments for items included in the net surplus or deficit on the provision of services that are investing or financing activities	144,206	144,206	-
Net cash flows from Operating Activities	7,724	7,724	-
Net cash flows from Investing Activities	(69,024)	(69,024)	-
Net cash flows from Financing Activities	63,695	63,695	-
Net (increase) or decrease in cash and cash equivalents	2,395	2,395	-
Cash in hand / (overdraft) and cash equivalents at the beginning of the reporting period	44,068	44,068	
Cash in hand / (overdraft) and cash equivalents at the end of the reporting period	41,673	41,673	-

Note 7 Material Items of Income and Expense

There are no material items of income and expenditure.

Note 8 Events After the Balance Sheet Date

There were no significant events between the balance sheet date and the approval of these financial statements which would require disclosure or adjustment of the statements.

Note 9 Note to the Expenditure and Funding Analysis

The following tables provide reconciliations between the main adjustments to Net Expenditure Chargeable to the General Fund and Housing Revenue Account balances to arrive at the amounts in the Comprehensive Income and Expenditure Statement. For the General Fund this also includes Earmarked Reserves.

2019/20	Adjustments Between Accounting & Funding Basis					
	Net Expenditure on the Comprehensive Income & Expenditure Statement	Adjustments for Capital Purposes	Adjustments for Defined Benefit Pensions	Other Adjustments	Total	Net Expenditure Charged to the HRA & General Fund Balance
	£000	£000	£000	£000	£000	£000
City Development & Neighbourhoods	126,534	(65,745)	(7,634)	(77)	(73,456)	53,078
Housing Revenue Account (HRA)	3,970	(11,986)	(3,272)	97	(15,161)	(11,191)
Adult Social Care	97,074	(2,462)	(3,232)	60	(5,634)	91,440
Health Improvement & Wellbeing	(6,798)	(136)	(873)	12	(997)	(7,795)
Education & Children's Services	120,048	(44,590)	(11,156)	(993)	(56,739)	63,309
Corporate Resources & Support	27,958	(69)	(4,071)	22	(4,118)	23,840
Housing Benefits	(1,982)	-	-	-	-	(1,982)
Corporate Items	(10,772)	12,392	4,918	2	17,312	6,540
Capital Financing	(518)	-	-	-	-	(518)
Cost of Services	355,514	(112,596)	(25,320)	(877)	(138,793)	216,721
Other Operating Expenditure	54,851	(59,526)	-	-	(59,526)	(4,675)
Financing and Investment Income and Expenditure	35,118	11,770	(19,775)	621	(7,384)	27,734
Taxation and Non-Specific Grant Income	(305,292)	36,385	-	4,381	40,766	(264,526)
(Surplus) or Deficit on Provision of Services	140,191	(123,967)	(45,095)	4,125	(164,937)	(24,746)

Note 9 Note to the Expenditure and Funding Analysis (continued)

Restated 2018/19	Adjustments Between Accounting & Funding Basis					Net Expenditure Charged to the HRA & General Fund Balance
	Net Expenditure on the Comprehensive Income & Expenditure Statement	Adjustments for Capital Purposes *	Adjustments for Defined Benefit Pensions	Other Adjustments	Total	
	£000	£000	£000	£000	£000	
City Development & Neighbourhoods	107,394	(63,802)	(5,176)	(29)	(69,007)	38,387
Housing Revenue Account (HRA)	4,675	(10,935)	(2,377)	(27)	(13,339)	(8,664)
Adult Social Care	88,715	(1,708)	(2,178)	(23)	(3,909)	84,806
Health Improvement & Wellbeing	(5,702)	(1,507)	(560)	(3)	(2,070)	(7,772)
Education & Children's Services	83,611	(34,279)	(7,843)	(769)	(42,891)	40,720
Corporate Resources & Support	30,952	(88)	(2,853)	(25)	(2,966)	27,986
Housing Benefits	(3,527)	-	-	-	-	(3,527)
Corporate Items	5,910	40,744	(9,425)	-	31,319	37,229
Capital Financing	(517)	-	-	-	-	(517)
Cost of Services	311,511	(71,575)	(30,412)	(876)	(102,863)	208,648
Other Operating Expenditure	59,175	(57,681)	-	-	(57,681)	1,494
Financing and Investment Income and Expenditure	53,164	5,246	(17,473)	(20,909)	(33,136)	20,028
Taxation and Non-Specific Grant Income	(346,832)	85,417	-	(561)	84,856	(261,976)
(Surplus) or Deficit on Provision of Services	77,018	(38,593)	(47,885)	(22,346)	(108,824)	(31,806)

* Includes a realignment of capital adjustments across headings.

Note 9 Note to the Expenditure and Funding Analysis (continued)

Adjustments for Capital Purposes

This column adds depreciation, impairment and revaluation gains and losses into the services line, and for:

- **Other Operating Expenditure** – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
- **Financing and Investment Income and Expenditure** – the statutory charges for capital financing i.e. Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
- **Taxation and Non-specific Grant Income and Expenditure** – capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non-Specific Grant Income and expenditure line is credited with capital grants receivable in the year without conditions or for which conditions are satisfied in the year.

Net Change for Pensions Adjustments

This column is for the removal of pension contributions and the addition of IAS19 Employee Benefits pension related expenditure and income:

- For services this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.
- For Financing and Investment Income and Expenditure – the net interest on the defined benefit liability is charges to the CIES.

Other Adjustments

These columns reflect other differences between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable receivable to be recognised under statute.

- For Financing and Investment Income and Expenditure figures reflect the adjustments to the General Fund for the timing differences for premiums and discounts.
- The charge under taxation and non-specific grant income and expenditure figures reflect the difference between what is chargeable under statutory regulations for Council Tax and NDR that was projected

to be received at the start of the year and the income.

- The reversal of officers remuneration chargeable on an accruals basis is different to that chargeable under statutory requirements

Note 10 Adjustments between Accounting Basis and Funding Basis under Regulations

Adjustment	2019/20					Movemt in Unusable Reserves £000
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	
	£000	£000	£000	£000	£000	
Adjustments primarily involving the Capital Adjustment Account:						
Reversal of items debited or credited to the Comprehensive Income and Expenditure Account:						
Charges for depreciation, impairment and amortisation of non-current assets	(85,019)	(26,177)	-	-	-	111,196
Revaluation losses on Property Plant and Equipment	(15,311)	(375)	-	-	-	15,686
Capital grants and contributions applied	51,722	22	-	-	-	(51,744)
Capital expenditure funded from revenue	4,712	-	-	-	-	(4,712)
Revenue expenditure funded from capital under statute	(13,071)	-	-	-	-	13,071
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	(63,865)	(21,203)	-	-	-	85,068
Income recognised in respect of donated assets	80	-	-	-	-	(80)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Account:						
Statutory provision for the financing of capital investment	11,416	355	-	-	-	(11,771)
Voluntary provision for the financing of capital expenditure	-	-	-	-	-	-
Capital expenditure charged against the General Fund and HRA balances	-	2,881	-	-	-	(2,881)
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	9,216	18,405	(27,621)	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	20,806	-	-	(20,806)
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	(250)	(532)	782	-	-	-
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(1,703)	-	1,703	-	-	-

Note 10 Adjustments between Accounting Basis and Funding Basis under Regulations (continued)

Adjustment Continued	2019/20					Movment in Unusable Reserves £000
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	
	£000	£000	£000	£000	£000	
Adjustments primarily involving the Deferred Capital Receipts Reserve:						
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	-	-	(288)	-	-	288
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	406	-	-	-	-	(406)
Adjustments primarily involving the Major Repairs Reserve:						
Transfer of HRA depreciation costs to Major Repairs Reserve	-	11,662	-	(11,662)	-	-
Use of the Major Repairs Reserve to finance new capital expenditure	-	-	-	11,662	-	(11,662)
Adjustments primarily involving the Capital Grants Unapplied Reserve:						
Capital grants recognised in the year and credited to the Capital Grants Unapplied Reserve	40,245	-	-	-	(40,245)	-
Application of grants to capital financing credited to the Capital Adjustment Account	(47,582)	-	-	-	47,582	-
Adjustments primarily involving the Financial Instruments Adjustments 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	261	360	-	-	-	(621)
Adjustments primarily involving the Pensions Reserve:						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(81,581)	(10,729)	-	-	-	92,310
Employer's pensions contributions and direct payments to pensioners payable in the year	41,728	5,487	-	-	-	(47,215)
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	4,381	-	-	-	-	(4,381)
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	(975)	97	-	-	-	878
Total Adjustments	(145,190)	(19,747)	(4,618)	-	7,337	(162,218)

Note 10 Adjustments between Accounting Basis and Funding Basis under Regulations (continued)

Adjustment	Restated 2018/19					
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movemt in Unusable Reserves
	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:						
Reversal of items debited or credited to the Comprehensive Income and Expenditure Account:						
Charges for depreciation, impairment and amortisation of non-current assets	(71,033)	(31,195)	-	-	-	102,228
Revaluation losses on Property Plant and Equipment	2,115	(34)	-	-	-	(2,081)
Capital grants and contributions applied	69,767	17	-	-	-	(69,784)
Capital expenditure funded from revenue	10,311	-	-	-	-	(10,311)
Revenue expenditure funded from capital under statute	(33,955)	-	-	-	-	33,955
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	(61,553)	(20,788)	-	-	-	82,341
Income recognised in respect of donated assets	168	-	-	-	-	(168)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Account:						
Statutory provision for the financing of capital investment	10,355	326	-	-	-	(10,681)
Voluntary provision for the financing of capital expenditure	(5,434)	-	-	-	-	5,434
Capital expenditure charged against the General Fund and HRA balances	-	9,156	-	-	-	(9,156)
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	8,092	18,946	(27,038)	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	3,518	-	-	(3,518)
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	(250)	-	250	-	-	-
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(2,189)	-	2,189	-	-	-

Note 10 Adjustments between Accounting Basis and Funding Basis under Regulations (continued)

Adjustment Continued	Restated 2018/19					
	General Fund Balance £000	Housing Revenue Account £000	Capital Receipts Reserve £000	Major Repairs Reserve £000	Capital Grants Unapplied £000	Movemt in Unusable Reserves £000
Adjustments primarily involving the Deferred Capital Receipts Reserve:						
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	(197)	-	-	-	-	197
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	255	-	-	-	-	(255)
Adjustments primarily involving the Major Repairs Reserve:						
Transfer of HRA depreciation costs to Major Repairs Reserve	-	11,121	-	(11,121)	-	-
Use of the Major Repairs Reserve to finance new capital expenditure	-	-	-	11,121	-	(11,121)
Adjustments primarily involving the Capital Grants Unapplied Reserve:						
Capital grants recognised in the year and credited to the Capital Grants Unapplied Reserve	115,706	-	-	-	(115,706)	-
Application of grants to capital financing credited to the Capital Adjustment Account	(68,300)	-	-	-	68,300	-
Adjustments primarily involving the Financial Instruments Adjustments 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	(9,443)	(11,466)	-	-	-	20,909
Adjustments primarily involving the Pensions Reserve:						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(81,332)	(10,019)	-	-	-	91,351
Employer's pensions contributions and direct payments to pensioners payable in the year	37,558	5,908	-	-	-	(43,466)
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	(561)	-	-	-	-	561
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	(849)	(27)	-	-	-	876
Total Adjustments	(80,769)	(28,055)	(21,081)	-	(47,406)	177,311

Note 11 - Movement in Earmarked Reserves

Earmarked reserves are amounts set side to provide financing for future expenditure plans. The table below provides a list of reserves held by the Council. Additional information on the earmarked reserves can be found in the Council's outturn report.

The breakdown of earmarked reserves has been restated to reflect the headings reported to management.

2019/20	Balance at 31st March 2019	Transfers In 2019/20	Transfers Out 2019/20	Balance at 31st March 2020
	£000	£000	£000	£000
Ring-fenced Reserves				
DSG not delegated to schools	8,210	4,659	(7,292)	5,577
School Balances	17,227	5,292	(7,564)	14,955
School Capital Fund	2,958	21	(229)	2,750
Education & Skills Funding Agency Learning Programme	1,353	139	(629)	863
Arts Council National Portfolio Organisation Funding	666	156	-	822
Schools Buy Back	2,656	189	(359)	2,486
Secondary PRU - Year End Balance	86	-	(86)	-
Primary PRU - Year End Balance	83	-	(83)	-
Total Ring-fenced Reserves	33,239	10,456	(16,242)	27,453
Corporate Reserves				
Capital Programme Reserve	50,328	39,348	(32,085)	57,591
Managed Reserves Strategy	33,583	37,642	(23,334)	47,891
Demographic Pressures	22,372	-	(3,455)	18,917
Covid 19 Grants	-	10,849	-	10,849
BSF Financing	12,167	511	(5,185)	7,493
Insurance Fund	11,590	2,362	(5,433)	8,519
Severance Fund	6,328	-	(1,507)	4,821
Service Transformation Fund	4,912	-	(1,182)	3,730
Welfare Reform Reserve	3,383	6,738	(4,616)	5,505
Other Corporate Reserves	4,345	669	(410)	4,604
Total Corporate Reserves	149,008	98,119	(77,207)	169,920
Earmarked Reserves Departmental				
Financial Services Reserve	3,708	2,098	(1,736)	4,070
ICT Development Fund	3,495	3,000	(230)	6,265
Delivery, Communications & Political Governance	5,654	26	(1,130)	4,550
Housing	1,580	957	(419)	2,118
City Development (Excl Housing)	3,616	3,601	(1,909)	5,308
Children's Services Pressures	15,298	2,446	(8,924)	8,820
Social Care Reserve	-	8,322	-	8,322
Health & Wellbeing Division	3,463	1,712	(1,087)	4,088
NHS Joint Working Projects	1,769	714	-	2,483
Other Departmental Reserves	1,175	-	(138)	1,037
Total Other Reserves	39,758	22,876	(15,573)	47,061
Total Earmarked Reserves	222,005	131,451	(109,022)	244,434

**Note 11 - Movement in Earmarked Reserves
(continued)**

2018/19	Balance at 31st March 2018	Transfers In 2018/19	Transfers Out 2018/19	Balance at 31st March 2019
	£000	£000	£000	£000
Ring-fenced Reserves				
DSG not delegated to schools	12,710	2,397	(6,897)	8,210
School Balances	16,719	22,199	(21,691)	17,227
School Capital Fund	2,383	575	-	2,958
NHS Joint Working Projects	1,769	4,494	(4,494)	1,769
Public Health Transformation	1,668	-	-	1,668
Education & Skills Funding Agency Learning Programmes	-	1,353	-	1,353
Arts Council National Portfolio Organisation Funding	-	666	-	666
Schools Buy Back	1,073	3,166	(1,583)	2,656
Secondary PRU - Year End Balance	91	-	(5)	86
Primary PRU - Year End Balance	14	69	-	83
Total Ring-fenced Reserves	36,427	34,919	(34,670)	36,676
Corporate Reserves				
Capital Programme Reserve	41,395	22,793	(13,860)	50,328
Managed Reserves Strategy	25,252	18,628	(10,297)	33,583
Demographic Pressures Reserve (19/20-20/21)	9,745	13,502	(875)	22,372
BSF Financing	11,533	1,737	(1,103)	12,167
Severance Fund	7,265	930	(1,867)	6,328
Service Transformation Fund	6,087	-	(1,175)	4,912
Insurance Fund	9,099	4,542	(2,051)	11,590
Welfare Reform Reserve	3,791	500	(908)	3,383
Other Corporate Reserves	4,042	745	(442)	4,345
Total Corporate Reserves	118,209	63,377	(32,578)	149,008
Earmarked Reserves Departmental				
Financial Services Reserve	3,940	518	(750)	3,708
ICT Development Fund	3,887	167	(559)	3,495
Delivery, Communications & Political Governance	5,211	593	(150)	5,654
Housing	1,410	738	(568)	1,580
City Development (Excl Housing)	3,369	2,419	(2,172)	3,616
Children's Services Pressures	14,560	1,425	(687)	15,298
Health & Wellbeing Division	1,692	1,063	(960)	1,795
Other Departmental Reserves	1,257	39	(121)	1,175
Total Other Reserves	35,326	6,962	(5,967)	36,321
Total Earmarked Reserves	189,962	105,258	(73,215)	222,005

Note 12 Other Operating Expenditure

	Restated 2018/19	2019/20
	£000	£000
Payments to the government Housing Capital Receipts Pool	2,189	1,703
Total (gains)/losses on the disposal of non-current assets	55,514	57,824
Other operating income and expenditure	1,472	(4,676)
Total	59,175	54,851

Note 13 Financing and Investment Income & Expenditure

	2018/19	2019/20
	£000	£000
Interest payable and similar charges	37,954	18,550
Pensions interest cost and expected return on pensions assets	17,473	19,775
Interest receivable and similar income	(2,263)	(3,207)
Total	53,164	35,118

Note 14 Taxation and Non-Specific Grant Income & Expenditure

	2018/19	2019/20
	£000	£000
Council Tax income	(109,628)	(115,041)
Non-domestic rates	(96,506)	(129,250)
Non-ringfenced government grants	(55,112)	(24,536)
Capital grants and contributions	(85,418)	(36,385)
Donated Assets	(168)	(80)
Total	(346,832)	(305,292)

Note 15 Expenditure and Income Analysed by Nature

The Council's expenditure and income reported in the Comprehensive Income & Expenditure Statement is analysed by nature in the table below.

	Restated 2018/19	2019/20
	£000	£000
Expenditure		
Employee Benefit Expenses	421,304	411,011
Other Services expenses	489,311	509,779
Depreciation, amortisation, impairment	102,228	111,194
Interest Payments	55,427	38,325
Precepts & Levies	82	85
Payments to Housing Capital Receipts pool	2,189	1,703
Loss on the Disposal of Assets	55,514	57,824
Total Expenditure	1,126,055	1,129,921
Income		
Fees , charges and other service income	(171,857)	(180,291)
Interest & Investment Income	(2,263)	(3,207)
Income from Council Tax, non domestic rates	(206,134)	(244,291)
Government grants & contributions	(668,783)	(561,941)
Total Income	(1,049,037)	(989,730)
Surplus or Deficit on Provision of Services	77,018	140,191

Note 16 Property, Plant and Equipment - Movement on Balances in 2019/20

The first table in this note illustrates the change in the value of the Council's property, plant and equipment assets during 2019/20. The following tables provide additional detail on the basis for valuations of these assets and future capital expenditure already committed.

Movements on Balances in 2019/20	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Cost or Valuation									
At 1st April 2019	950,471	1,171,025	91,682	275,602	4,047	75,833	2,853	2,571,513	137,717
Additions	42,675	23,754	4,267	26,311	96	4,253	167	101,523	4,460
Revaluation									
Increases/(Decreases) recognised in the Revaluation Reserve	43,621	(13,339)	8,086	15	247	(656)	-	37,974	(2,082)
Revaluation									
Increases/(Decreases) not recognised in the Revaluation Reserve	(14,047)	(40,080)	(3,436)	(16,883)	(88)	(4,444)	-	(78,978)	(2,197)
De-recognition – disposals	(21,204)	(60,730)	-	-	-	(1,599)	-	(83,533)	-
Assets reclassified (to)/from Held for Sale	-	(1,075)	-	-	-	246	-	(829)	-
Asset reclassified (other)	-	-	-	-	-	-	-	-	-
As at 31st March 2020	1,001,516	1,079,555	100,599	285,045	4,302	73,633	3,020	2,547,670	137,898

Note 16 Property, Plant and Equipment - Movement on Balances in 2019/20 (continued)

Movements on Balances in 2019/20	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
Accumulated Depreciation &									
At 1st April 2019	-	(9,181)	(54,301)	(69,066)	-	(28)	-	(132,576)	(13,670)
Depreciation Charge	(10,355)	(26,654)	(6,796)	(6,874)	(13)	(37)		(50,729)	(4,773)
Depreciation written out to the Revaluation Reserve	10,355	24,582	3,445	-	13	12		38,407	2,564
Depreciation written out to the Surplus/Deficit on the provision of services	-	3,348	3,062	(51)	-	27		6,386	-
De-recognition – disposals	-	1,237	-	-	-	-		1,237	-
Assets reclassified to/(from) Held for Sale	-	-	-	-	-	-		-	-
As at 31st March 2020	-	(6,668)	(54,590)	(75,991)	-	(26)	-	(137,275)	(15,879)
Net Book Value as at 31st March 2020	1,001,516	1,072,887	46,009	209,054	4,302	73,607	3,020	2,410,395	122,019
As at 1st April 2019	950,471	1,161,844	37,381	206,536	4,047	75,805	2,853	2,438,937	124,047

Note 16 Property, Plant and Equipment - Movement on Balances in 2018/19

Restated 2018/19 Comparative Movements	Council Dwellings	Other Land & Buildings	Vehicles, Plant, Furniture and Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
			£000	£000	£000	£000	£000	£000	£000
Cost or Valuation									
At 1st April 2018	910,318	1,041,291	88,509	274,109	3,764	78,401	1,638	2,398,030	124,136
Additions	21,347	11,175	1,961	20,078	1,180	4,952	1,215	61,908	415
Revaluation Increases/(Decreases) recognised in the Revaluation Reserve	59,089	194,781	1,518	139	524	(3,775)	-	252,276	32,091
Revaluation Increases/(Decreases) recognised in the Surplus/Deficit on the Provision of Services	(19,495)	(13,060)	(306)	(18,724)	(1,231)	(3,596)	-	(56,412)	(415)
De-recognition – disposals	(20,788)	(62,458)	-	-	(190)	(644)	-	(84,080)	(18,510)
Assets reclassified (to)/from Held for Sale			-	-	-			-	
Asset reclassified (other)		(704)				495	-	(209)	
As at 31st March 2019	950,471	1,171,025	91,682	275,602	4,047	75,833	2,853	2,571,513	137,717



Note 16 Property, Plant and Equipment - Movement on Balances in 2018/19 (continued)

Restated 2018/19 Comparative Movements	Council Dwellings	Other Land & Buildings	Vehicles, Plant, Furniture and Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Accumulated Depreciation & Impairment									
At 1st April 2018	-	(26,462)	(52,899)	(62,335)	(7)	(23)	-	(141,726)	(13,941)
Depreciation Charge	(9,911)	(21,296)	(6,180)	(6,839)		(8)	-	(44,234)	(3,896)
Depreciation written out to the Revaluation Reserve	9,911	32,936	4,769	51	7	5	-	47,679	3,360
Depreciation written out to the Surplus/Deficit on the provision of services	-	3,312	9	57	-	-	-	3,378	
De-recognition – disposals	-	2,329	-	-	-	(2)	-	2,327	807
Assets reclassified to/(from) Held for Sale	-	-	-	-	-	-	-	-	-
As at 31st March 2019	-	(9,181)	(54,301)	(69,066)	-	(28)	-	(132,576)	(13,670)
Net Book Value as at 31st March 2019	950,471	1,161,844	37,381	206,536	4,047	75,805	2,853	2,438,937	124,047
As at 1st April 2018	910,318	1,014,829	35,610	211,774	3,757	78,378	1,638	2,256,304	110,195

Note 16 Property, Plant and Equipment - Capital Commitments

At 31st March 2020, the Council has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2020/21. Similar commitments at 31st March 2019 were £7.8m. The significant commitments are:

Contract for Capital Investment	Period	£000
Pioneer Park Workspace	2020-21	4,673
New Build Council Housing	2020-21	3,471
Haymarket Travel Lodge	2020-21	2,950
Knighton Fields Centre School	2020-21	2,568
Leisure Centre Improvement Programme	2020-21	2,069
Leicester North West Major Transport Project	2020-21	1,544
Fleet Replacement	2020-21	1,056
Leicester Market Redevelopment	2020-21	445
Barnes Heath House	2020-21	313
Netherhall	2020-21	291
Total		19,380

Note 16 Property, Plant and Equipment - Revaluations

2019/20 Valuation Dates	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Carried at historical cost	-	192	71,683	283,678	40	275	3,021	358,889
Valued at fair or nominal value as at:								
Pre 1st April 2012	-	38	-	-	-	-	-	38
1st April 2012	-	-	-	-	-	-	-	-
1st April 2013	-	448	-	-	-	-	-	448
1st April 2014	-	597	-	686	19	-	-	1,302
1st April 2015	-	21,737	-	-	-	-	-	21,737
1st April 2016	-	-	-	-	-	14	-	14
1st April 2017	-	-	-	-	1	-	-	1
Valued @ 31st March 2019	-	4,545	-	-	673	267	-	5,485
Valued @ 31st March 2020	1,001,516	1,051,998	28,916	681	3,569	73,077	(1)	2,159,756
Total	1,001,516	1,079,555	100,599	285,045	4,302	73,633	3,020	2,547,670

The Council carries out a rolling programme of valuations that ensures that all property and land (subject to a de minimis of £10k for asset values) required to be measured at current value is revalued at least every five years. The few exceptions to this rule appear in the table above. All property and land assets that are valued at Market Value are subject to annual review.

Properties are now valued as at the 31st March of the financial year using forecast indices, if appropriate, to ensure that the valuation is still correct at the financial year end.

Annual valuations of council dwellings are carried out by a specialist external valuer and are based on guidance issued by the Ministry of Housing, Communities and Local Government. All other valuations are carried out internally by an accredited valuer and chartered member of the Royal Institution of Chartered Surveyors (RICS), in accordance with the methodologies and bases for estimation set out in the professional standards of RICS.

Valuations of the majority of vehicles, plant,

equipment and furniture, and of infrastructure, are based on historical cost.

Note 17 Heritage Assets

The Council holds a number of Heritage Assets, defined as assets having historical, artistic, scientific, technological, geophysical or environmental qualities, and that are held and maintained principally for their contribution to knowledge and culture.

The following tables show the movement in the value of Heritage assets during 2019/20 and the previous year.

Heritage Buildings

These include the Magazine, Abbey House and the Great Hall at Leicester Castle. The land and buildings relating to these assets are included within the revaluation cycle employed by the Council. However, none of these assets are charged depreciation as per the Council's stated accounting policy on Heritage Assets (see Note 1). Some buildings that are part of Leicester's heritage are included within Property, Plant & Equipment (Note 16).

Museum Exhibits

Leicester City Council operates five complementary museums in the City. The museum sites are accredited museums, meaning they meet standards approved by the Arts Council on behalf of the Department for Culture, Media and Sport for collections care, visitor experience and organisational health.

There are currently around two million museum

and gallery exhibits which are managed in accordance with the policies and procedures approved by the Council in line with nationally and internationally agreed standards.

Museum exhibits are included in the Balance Sheet at insurance value rather than current or fair value, reflecting the fact that sales and exchanges are uncommon. However, during the year the basis of the insurance value was changed to exclude costs associated with auction purchases. Additions to the exhibits collection are initially included at historical cost and are then included as part of the annual insurance revaluation.

Some of the City Council's museum exhibits collection are displayed at the King Richard III Visitor Centre.

Statues and Monuments

The Council has responsibility for a number of statues and monuments across the City. A number of the more significant assets are included at insurance values. The remainder are included at a nominal value as per our stated accounting policy on Heritage Assets.

Note 17 Heritage Assets (continued)

Reconciliation of the Carrying Value of Heritage Assets Held by the Council

Movement on Balances 2019/20	Museum	Statues &	Total	
	Buildings	Exhibits	Monument	Assets
	£000	£000	£000	£000
Cost or Valuation				
At 1st April 2019	2,883	83,468	5,876	92,227
Additions	-	83	-	83
Disposals	-	-	-	-
Revaluations	(389)	(1,430)	-	(1,819)
As at 31st March 2020	2,494	82,121	5,876	90,491

2018/19 Comparative Movements	Museum	Statues &	Total	
	Buildings	Exhibits	Monument	Assets
	£000	£000	£000	£000
Cost or Valuation				
At 1st April 2018	2,560	102,973	5,876	111,409
Additions	-	733	-	733
Disposals	-	-	-	-
Revaluations	323	(20,238)	-	(19,915)
As at 31st March 2019	2,883	83,468	5,876	92,227

Note 18 Intangible Assets

The Council accounts for its computer 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. The intangible assets include both purchased licenses and application software.

At present all of the Council's intangible assets are amortised over 5 years on a straight-line basis. None of the Council's intangible assets have been internally generated.

	2018/19	2019/20
	£000	£000
Balance at 1st April		
Gross Carrying Amounts	4,531	3,438
Accumulated Amortisation	(1,157)	(1,838)
Net carrying amount at 1st April	3,374	1,600
Additions (Purchases)	1,060	731
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	(2,153)	(731)
Write-out of impairment amortisation	-	-
Reclassified from other asset classifications	-	-
Amortisation applied in Year	(681)	(660)
Gross Carrying Amount at 31st March	3,438	3,438
Accumulated Amortisation	(1,838)	(2,498)
Net Carrying Amount at 31st March	1,600	940

Note 19a Financial Instruments - Classifications

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Non-exchange transactions, such as those relating to taxes and government grants, do not give rise to financial instruments.

Category	Amount	Amount	Comment / Reference
	31st March 2019	31st March 2020	
	£000	£000	
Long Term Investments			
Amount in Balance Sheet	15,000	85,000	
Amounts covered in Note 19:	15,000	85,000	This note - section B Table 2
Short Term Investments			
Amount in Balance Sheet	200,021	153,712	
Amounts covered in Note 19:	200,021	153,712	This note - section B Table 2
Short Term Borrowing			
Amount in Balance Sheet	11,091	34,046	
Amounts covered in Note 19:	11,091	34,046	This note - section B Table 1
Long Term Borrowing			
Amount in Balance Sheet	180,119	180,115	
Amounts covered in Note 19:	180,119	180,115	This note - section B Table 1
Other Long Term Liabilities			
Amount in Balance Sheet	915,673	708,448	
Amounts covered in Note 19:	103,885	102,518	This note - section B Table 1
Amounts not covered in Note 19:			
Liability related to defined benefit pension schemes	811,626	605,768	Note 43 - Defined Benefit Pensions
Amounts related to Bonds	162	162	Not separately disclosed

Note 19b Financial Instruments - Balances

The financial liabilities disclosed in the Balance Sheet are analysed across the following categories:

Table 1

Financial Liabilities	Long Term		Short Term	
	31st March 2019	31st March 2020	31st March 2019	31st March 2020
	£000	£000	£000	£000
Loans at amortised cost:				
- Principal sum borrowed	179,491	179,491	9,605	32,529
- Accrued interest	-	-	1,486	1,517
- EIR adjustments	628	624	-	-
Total Borrowing	180,119	180,115	11,091	34,046
Liabilities at amortised cost:				
- Finance leases	6,659	8,816	-	224
- PFI arrangements	73,316	70,794	4,151	4,685
- Transferred debt liability	23,394	22,419	975	975
Total Other Long-term Liabilities	103,369	102,029	5,126	5,884
Liabilities at amortised cost:				
- Trade payables	-	-	61,144	54,816
- PFI arrangements	516	489	-	-
Included in Creditors	516	489	61,144	54,816
Total Financial Liabilities	284,004	282,633	77,361	94,746

Note 19b Financial Instruments - Balances (continued)

The financial assets disclosed in the Balance Sheet are analysed across the following categories:

Table 2

Financial Assets	Long Term		Short Term	
	31st March 2019 £000	31st March 2020 £000	31st March 2019 £000	31st March 2020 £000
Amortised cost:				
- Principal at amortised cost	15,000	85,000	191,000	145,000
- Accrued interest	-	-	729	1,105
Other:				
Fair Value	-	-	8,292	7,607
Total Investments	15,000	85,000	200,021	153,712
Amortised cost:				
- Cash (including bank accounts)	-	-	12,973	15,943
Other:				
- Cash equivalents at fair value	-	-	28,700	43,100
Total Cash and Cash Equivalents	-	-	41,673	59,043
Amortised Cost:				
- Trade receivables	3,509	4,305	7,921	8,611
- Loans made for service purposes	4,232	8,959	1,096	758
Included in Debtors	7,741	13,264	9,017	9,369
Total Financial Assets	22,741	98,264	250,711	222,124

Note 19c Financial Instruments - Gains and Losses

The gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments consist of the following items:

	Financial Liabilities	Financial Assets		2019/20 Total	2018/19 Total
	Amortised Cost	Amortised Cost	Other	£000	£000
	£000	£000	£000	£000	£000
Financial assets measured at fair value through profit or loss	-	-	685	685	-
Financial assets measured at amortised cost	-	1,487	-	1,487	-
Net (gains)/losses	-	1,487	685	2,172	-
Interest expense	18,550	-	-	18,550	16,391
Premia on loan repayment*	-	-	-	-	21,563
Interest payable and similar charges	18,550	-	-	18,550	37,954
Interest income	-	(2,443)	(442)	(2,885)	(2,104)
Dividends	-	-	(321)	(322)	(159)
Interest and investment income	-	(2,443)	(763)	(3,207)	(2,263)
Net (Gain)/Loss for the Year	18,550	(956)	(78)	17,515	35,691

*Loans with a nominal value of £51m were repaid in 2018/19 at a premium of £21,563k. This premia has been adjusted through the financial instruments adjustment account at Note 10.

Note 19d Financial Instruments - Fair Values

Financial assets classified as available for sale and all derivative assets and liabilities are carried in the Balance Sheet at fair value. For most assets, including bonds, treasury bills and shares in money market funds, the fair value is taken from the market price.

Some of the authority's financial assets are measured at fair value on a recurring basis and are described below:

- Level 1 – fair value is only derived from quoted prices in active markets for identical assets or liabilities, e.g. bond prices
- Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability, e.g. interest rates or yields for similar instruments
- Level 3 – fair value is determined using unobservable inputs, e.g. non-market data such as cash flow forecasts or estimated creditworthiness

The fair value of financial liabilities held at amortised cost is higher than their balance sheet carrying amount because the money was borrowed when interest rates were higher than they are now.

The table shows the amounts held at 31st March 2020 and the fair value reported in the 2018/19 accounts.

		31st March 2019		31st March 2020	
	Fair Value Level	Balance Sheet £000	Fair Value £000	Balance Sheet £000	Fair Value £000
<i>Financial liabilities held at amortised cost:</i>					
Long-term loans from PWLB	2	134,491	191,562	134,491	197,519
Long-term LOBO loans	2	20,628	32,479	20,624	34,176
Other long-term loans	2	25,000	35,182	25,000	36,208
Bonds issued	1	-	-	-	-
Lease payables and PFI liabilities	2	84,642	140,154	85,008	138,492
Transferred debt liabilities	2	24,369	36,744	23,394	33,069
Total		289,130	436,121	288,517	439,464
Liabilities for which fair value is not disclosed *		72,235		88,862	
Total Financial Liabilities		361,365	436,121	377,379	439,464
<i>Recorded on balance sheet as:</i>					
Short-term creditors		66,786		61,189	
Short-term borrowing		11,091		34,046	
Long-term creditors		23,394		22,419	
Long-term borrowing		180,119		180,115	
Other long-term liabilities		79,975		79,610	
Total Financial Liabilities		361,365		377,379	

*The fair value of short-term financial liabilities including trade payables is assumed to approximate to the carrying amount.

Note 19d Financial Instruments - Fair Values (continued)

Property Unit Trusts were valued using Level 1 inputs in 2018/19. However, due to market conditions in 2019/20 they are now valued using Level 2 inputs.

	31st March 2019		31st March 2020		
	Fair Value	Balance Sheet	Fair Value	Balance Sheet	
	Level	£000	£000	£000	
<i>Financial assets held at fair value:</i>					
Money market funds	1	28,700	28,700	43,100	43,100
Corporate, covered and government bonds	2	-	-	-	-
Property Unit Trusts	2	8,292	8,292	7,607	7,607
<i>Financial assets held at amortised cost:</i>					
Long-term loans to local authorities	2	15,000	15,087	85,000	86,089
Long-term loans to companies	3	3,240	3,240	7,913	7,913
Finance Lease	3	992	992	1,046	1,046
Long-term Debtor	3	-	-	-	-
Total		56,224	56,311	144,666	145,755
Assets for which fair value is not disclosed *		217,227	-	175,723	-
Total Financial Assets		273,451	56,311	320,389	145,755
<i>Recorded on balance sheet as:</i>					
Long-term debtors		7,741		13,264	
Long-term investments		15,000		85,000	
Short-term debtors		9,016		9,370	
Short-term investments		200,021		153,712	
Cash and cash equivalents		41,673		59,043	
Total Financial Assets		273,451		320,389	

* The fair value of short-term financial assets including trade receivables is assumed to approximate to the carrying amount.

Note 20 Inventories

The value of inventories as at 31st March :

	Balance at 31st March 2019 £000	Balance at 31st March 2020 £000
Consumable Stores	369	375
Maintenance Materials	2,475	2,003
Work in Progress	188	369
Total	3,032	2,747

Note 21 Debtors

Long-Term Debtors

The value of long-term debtors as at 31st March :

	Balance at 31st March 2019	Balance at 31st March 2020
	£000	£000
PFI Lease	2,390	2,659
Other Long Term Debtors	5,351	11,172
Total	7,741	13,831

Short-Term Debtors

The value of short-term debtors as at 31st March:

	Balance at 31st March 2019	Balance at 31st March 2020
	£000	£000
Central Government bodies	7,910	6,342
Other Local Authorities	2,026	2,412
NHS bodies	3,398	3,833
Public Corporations and Trading Funds	4	2
Other Entities and Individuals	18,263	20,853
Payments in Advance	8,192	8,524
Local Taxation (Council Tax & Business Rates)	9,616	12,891
Total	49,409	54,857

Note 22 Cash and Cash Equivalents

The value of cash and cash equivalents as at 31st March:

	Balance at 31st March 2019 £000	Balance at 31st March 2020 £000
Cash held by the Council	36	33
Bank	12,937	15,910
Short-term deposits with local authorities - Investment	28,700	43,100
Total Cash and Cash Equivalents	41,673	59,043

Note 23 Assets Held for Sale

The value of assets held for sale as at 31st March:

	2018/19	2019/20
	£000	£000
Balance at 1st April	4,284	3,863
Property, Plant and Equipment newly classified as held for sale	308	1,075
Property, Plant and Equipment declassified as held for sale	(99)	(246)
Assets Sold	(630)	(2,592)
Balance at 31st March	3,863	2,100

Note 24 Creditors

The value of creditors as at 31st March:

	Balance at 31st March 2019	Balance at 31st March 2020
	£000	£000
Central Government bodies	21,349	27,158
Other Local Authorities	9,564	8,769
NHS bodies	2,039	916
Public Corporations and Trading Funds	17	8
Other Entities and Individuals	76,067	68,706
Receipts in Advance	18,980	32,096
Total	128,016	137,653

Note 25 Provisions

The table below provides a list of provisions made by the authority at the end of the financial year:

Payment of Insurance Claims

The Authority holds funds to meet the costs of insurance claims, for both claims received but not yet settled and claims that will be received in the future. The sum of £3.8m is held as a provision, being the amount that the Council estimates will be required to meet claims already received. A further sum of £8.5m is held as an earmarked reserve (as per Note 11), to meet the costs of liabilities incurred for which claims have not been received. Periodically, the fund value is reviewed by actuaries.

Housing Benefit Subsidy Claims

The Council pays and administers Housing Benefit within Leicester and receives subsidy from the Government to reimburse it for amounts paid out. The amount of subsidy received is based on a claim completed annually.

Claims are subject to audit and often give rise to the discovery of overpayments to some benefits recipients. This can lead to the value of the claim being reduced, based on an extrapolation. A provision is maintained based on the total value of the subsidy claims outstanding. The provision currently totals £1m.

	Insurance	Housing Benefits	Equal Pay	s117 Mental Health Act	Housing	Business Rate Appeals	Total
	£000	£000	£000	£000	£000	£000	£000
Balance at 1st April 2018	4,919	2,595	124	39	727	3,918	12,322
Net Movement (additions less amounts used)	(977)	(1,545)	(124)	-	(30)	3,008	332
Balance at 1st April 2019	3,942	1,050	-	39	697	6,926	12,654
2019/20 Provisions/(Reductions)	3,482	-	-	-	(12)	6,621	10,091
Amounts used in 2019/20	(3,647)	(45)	-	-	-	(1,909)	(5,601)
Balance at 31st March 2020	3,777	1,005	-	39	685	11,638	17,144

Section 117 Mental Health Act

The sum is a provision for refunds to people with mental health difficulties who have been charged for residential and nursing care. The sum provided for is based on known cases, for which there is a possibility that the Council will be required to make refunds.

Housing Provisions

The sum is held in respect of HRA liabilities within the Housing service including losses on stock and liabilities to other third parties.

Business Rate appeals

A number of appeals against rateable value assessments have not been determined by the Valuation Office Agency. If successful, there will be a retrospective reduction in income. Therefore, a provision has been charged to the collection fund calculated at a total of £15.7m (Council share of £11.6m).

Note 26 Usable Reserves

Movements in the Council's usable reserves are detailed in the table below, which indicates the statement or note that provides further detail.

	Opening Balance	Movement	Closing Balance	Supporting Note
	£000	£000	£000	
General Fund	(15,000)	-	(15,000)	MIRS and Narrative Statement
Earmarked Reserves	(222,005)	(22,429)	(244,434)	Note 11 and Narrative Statement
Total General Fund Reserves	(237,005)	(22,429)	(259,434)	
Housing Revenue Account	(30,508)	(2,317)	(32,825)	HRA Statements and Notes
Major Repairs Reserve	-	-	-	Note 10 and HRA Note 13
Capital Receipts Reserve	(105,823)	(4,618)	(110,441)	Note 10
Capital Grants Unapplied Reserve	(69,665)	7,337	(62,328)	Note 10
Total Usable Reserves	(443,001)	(22,027)	(465,028)	

Note 27a Unusable Reserves

Unusable reserves contain items that illustrate the difference between the Council's financial position under accounting standards (the "accounting basis") and the amount charged to the taxpayer for the year (the "funding basis").

	Restated 31st March 2019	31st March 2020
	£000	£000
Revaluation Reserve	(923,043)	(938,563)
Capital Adjustment Account	(1,066,605)	(1,004,281)
Financial Instruments Adjustment Account	20,909	20,288
Deferred Capital Receipts Reserve	(1,298)	(1,416)
Pensions Reserve	811,626	605,768
Collection Fund Adjustment Account	2,243	(2,138)
Accumulated Absences Account	6,966	7,844
Total Unusable Reserves	(1,149,202)	(1,312,498)

Note 27b Unusable Reserves (continued)

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Council arising from increases in the value of its property, plant and equipment, heritage assets, assets held for sale 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 1st 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.

	Restated 2018/19	2019/20
	£000	£000
Balance at 1st April	(679,124)	(923,043)
Upward revaluation of assets	(322,861)	(115,818)
Downward revaluation of assets and impairment losses not charged to the (Surplus)/Deficit on the Provision of Services	42,821	41,257
(Surplus) or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(280,040)	(74,561)
Difference between fair value depreciation and historical cost depreciation	13,055	19,149
Accumulated gains on assets sold or scrapped	23,066	39,892
Balance at 31st March	(923,043)	(938,563)

Note 27c Unusable Reserves (continued)

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 credited with sums provided to fund capital expenditure, both current and previous, with sums being transferred from the capital receipts reserve, capital grants and contributions, the Major Repairs Reserve and the General Fund (either direct funding or provision for repayment of borrowing). The account is debited with the reversal of sums charged to the CIES (to reflect the use of the asset by services) to avoid an impact on the General Fund. These charges include depreciation, impairment and amortisation.

The account contains revaluation gains accumulated on property, plant and equipment, heritage assets, assets held for sale and intangible assets before 1st April 2007, the date that the Revaluation Reserve was created to hold such gains. The table below provides details of the source of all the transactions posted to the account.

	Restated 2018/19	2019/20
	£000	£000
Balance at 1st April	(1,137,624)	(1,066,605)
Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
Charges for depreciation & impairment	101,547	110,535
Revaluation losses on Property, Plant and Equipment	(2,081)	15,686
Amortisation of intangible assets	681	660
Revenue expenditure funded from capital under statute	33,955	13,071
Amounts of non-current assets written off on disposal or sale as part of the (gain)/loss on disposal to the Income and Expenditure Statement	82,343	85,069
	(921,179)	(841,584)
Adjusting amounts written out of the Revaluation Reserve	(36,121)	(59,041)
Net written out amount of the cost of non-current assets consumed in the year	(957,300)	(900,625)
Capital financing applied in the year:		
Use of the Capital Receipts Reserve to finance new capital expenditure	(3,518)	(20,806)
Use of the Major Repairs Reserve to finance new capital expenditure	(11,121)	(11,662)
Capital Grants, Contributions & Donated Assets credited to the Income and Expenditure Statement that have been applied to capital financing	(69,952)	(51,824)
Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	(5,247)	(11,771)
Capital expenditure charged against the General Fund and HRA balances	(19,467)	(7,593)
Balance at 31st March	(1,066,605)	(1,004,281)

Note 27d Unusable Reserves (continued)

Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the 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 Council uses the account to manage discounts and premia paid on the early redemption of loans. Discounts are credited to the CIES when they are incurred, but reversed out of the General Fund Balance to the account in the Movement in Reserves Statement. Premia are debited to the CIES when they are

incurred, but reversed out of the General Fund Balance to the account in the Movement in Reserves Statement. Over time, the income (on discounts) and the expense (on premia) are posted back to the General Fund Balance in accordance with statutory arrangements for spreading the burden on council tax.

The statutory arrangements referred to came into force on 1st April 2007 and applied to unamortised balances as at that date. The bulk of the outstanding balance is amortised over 10 years from that date with part of that balance being amortised over shorter periods.

The general policy is that any premia that are incurred in the future will be amortised over the longer of the residual life of the loan repaid or the life of any replacement loan that was taken. Shorter amortisation periods may be adopted, however, when this is considered prudent. Any discount that is received in the future will be amortised over the residual life of the loan repaid.

	2018/19	2019/20
	£000	£000
Balance at 1st April	-	20,909
Proportion of premia incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	21,563	-
Proportion of discounts incurred in previous financial years to be credited to the General Fund Balance in accordance with statutory requirements	(654)	(621)
Balance at 31st March	20,909	20,288
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	20,909	(621)

Note 27e Unusable Reserves (continued)

Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve (DCCR) holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. For the Council these amounts relate to mortgage loans made in respect of the purchase of Council dwellings and to properties leased out under finance leases. Under statutory arrangements, the Council does not treat these gains as usable for financing new capital expenditure until they are backed by cash receipts. When mortgage and lease payments are made the principal repayment element of these amounts are transferred to the Capital Receipts Reserve.

	2018/19	2019/20
	£000	£000
Balance at 1st April	(1,239)	(1,298)
Transfer of deferred sale proceeds to the DCCR	(255)	(406)
Transfer to the Capital Receipts Reserve upon receipt of cash	196	288
Balance at 31st March	(1,298)	(1,416)

Note 27f Unusable Reserves (continued)

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 Council 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, and 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 Council makes employer's contributions to pension funds 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 Council 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	2019/20
	£000	£000
Balance at 1st April	634,031	811,626
Remeasurement of the Net Defined Benefit Liability	129,710	(250,953)
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	91,351	92,310
Employer's pensions contributions and direct payments to pensioners payable in the year	(43,466)	(47,215)
Balance at 31st March	811,626	605,768

Note 27g&h Unusable Reserves (continued)

Collection Fund Adjustment Account

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

	2018/19	2019/20
	£000	£000
Balance at 1st April	1,682	2,243
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	561	(4,381)
Balance at 31st March	2,243	(2,138)

	2018/19	2019/20
	£000	£000
Balance at 1st April	6,090	6,966
Settlement or cancellation of accrual made at the end of the preceding year	(6,090)	(6,966)
Amounts accrued at the end of the current year	6,966	7,844
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	876	878
Balance at 31st March	6,966	7,844

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 (i.e. annual leave entitlement carried forward at 31st March each year). Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

Note 28 Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

	2018/19	2019/20
	£000	£000
Interest received	(2,263)	(3,207)
Interest paid	37,954	18,550
Net interest	35,691	15,343

The surplus on the provision of services has been adjusted for the following non-cash movements:

	Restated 2018/19	2019/20
	£000	£000
Depreciation	(44,234)	(50,729)
Downward revaluations, impairment losses and reversal of prior year impairments	(56,412)	(78,978)
Amortisation	(681)	(660)
Increase / (decrease) in creditors	19,074	(7,894)
(Increase) / decrease in debtors	(2,034)	5,536
(Increase) / decrease in inventories	273	(285)
Movement in pension liability	(47,885)	(45,095)
Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	(81,158)	(79,233)
Other non-cash items charged to the net surplus or deficit on the provision of services	(443)	(5,174)
	(213,500)	(262,512)

Note 28 Cash Flow Statement - Operating Activities (continued)

The surplus or deficit on the provision of services has been adjusted for the following items that are investing or financing activities:

	2018/19	2019/20
	£000	£000
Capital Grants credited to surplus or deficit on the provision of services	117,168	44,793
Proceeds from the sale of property plant and equipment, investment property and intangible assets	27,038	27,621
	144,206	72,414

Note 29 Cash Flow Statement Investment Activities

	2018/19	2019/20
	£000	£000
Purchase of property, plant and equipment and intangible assets	63,286	97,877
Purchase of short-term and long-term investments	1,543,905	1,095,650
Other payments for investing activities	(1,282)	5,971
Proceeds from sale of property, plant and equipment and intangible assets	(27,038)	(27,621)
Proceeds from short-term and long-term investments	(1,553,782)	(1,071,649)
Other receipts from investing activities	(94,113)	(49,231)
Net Cash Flows from Investing Activities	(69,024)	50,997

Note 30 Cash Flow Statement Financing Activities

	2018/19	2019/20
	£000	£000
Cash receipts of short and long-term borrowing	(32,497)	(56,625)
Cash payments for the reduction of the outstanding liabilities relating to finance leases and PFI contracts	415	4,460
Repayments of short and long-term borrowing	95,777	33,705
Net Cash Flows from Financing Activities	63,695	(18,460)

Note 31 - Pooled Budgets

The Council has entered into the following pooled budget arrangement under Section 75 of National Health Services Act 2006:

Supply of Integrated Community Equipment Loan Services (ICELS)

This is an arrangement for the supply of community equipment with Leicestershire County Council, Rutland County Council and the three Clinical Commissioning Group's (CCG's) in the areas covered by the councils. Leicester City Council acts as the host partner.

The City Council contributed £0.72m (Adult Social Care contribution of £0.64m and Education contribution of £0.08m) to the pool during 2019/20 (£0.68m in 2018/19 of which Adult Social Care contributed £0.64m and Education contributed £0.04m) and this expenditure is also included in the Adult Social Care line and the Education of the Comprehensive Income and Expenditure Statement.

	2018/19	2019/20
	£000	£000
Funding provided to the pooled budget:		
Leicester City Council	681	715
Leicestershire County Council	1,090	1,224
Rutland County Council	84	72
Leicester City CCG	1,119	1,220
East Leicestershire and Rutland CCG	986	1,113
West Leicestershire CCG	1,103	1,138
Total Funding provided to the pooled budget	5,063	5,482
Total Expenditure met from the pooled budget	5,063	5,482

Note 32 Members' Allowances

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

	2018/19	2019/20
	£	£
Basic Allowance Payments	579,161	590,821
Special Responsibility Payments	386,795	384,323
General Expense Payments	83,277	84,855
Total	1,049,233	1,059,999

Note 33 Officers' Remuneration

This note comprises two parts. The first discloses the remuneration of the Council's most senior officers. The second part discloses the total number of 'higher paid' Council officers whose remuneration exceeded £50k during 2019/20, shown in bands and excluding those senior officers in the first part.

Part 1 - Senior Employees' Remuneration

The table shows the amounts paid to the holders of senior posts in 2019/20 with comparative data from 2018/19 where applicable.

Senior employees are defined as certain statutory chief officer posts (including the Head of Paid Service), those earning over £150k per annum and those earning less than this sum but reporting directly to the Head of Paid Service (Chief Operating Officer).

Remuneration in this table (as defined in statutory regulations) includes salary, fees/allowances, employer's pension contributions, taxable benefits and any compensation for loss of office.

Post	Financial Year	Salary, Fees and Allowances	Pension Contributions	Compensation for loss of office	Total
		£	£	£	£
Chief Operating Officer (Head of Paid Service)	2019/20	139,838	32,653	-	172,491
	2018/19	136,337	30,566	-	166,903
Director Delivery, Communications & Political Governance	2019/20	95,831	23,670	-	119,501
	2018/19	93,952	20,921	-	114,873
Director of Finance	2019/20	95,831	21,671	-	117,502
	2018/19	93,952	20,348	-	114,300
City Barrister & Head of Standards (Note 1)	2019/20	77,775	19,192	-	96,967
	2018/19	76,176	18,054	-	94,230
Strategic Director Social Care and Education (Note 2)	2019/20	112,388	27,760	-	140,148
	2018/19	127,486	30,214	-	157,700
Strategic Director Social Care and Education (Note 3)	2019/20	13,129	3,243	-	16,372
	2018/19	-	-	-	-
Strategic Director - City Development & Neighbourhoods (Note 4)	2019/20	12,199	557	44,736	57,492
	2018/19	127,486	30,214	-	157,700
Director of Public Health (Note 5)	2019/20	96,420	13,865	-	110,285
	2018/19	16,846	2,458	-	19,304

Notes:

- 1) City Barrister works on a part time basis.
- 2) The Strategic Director Social Care and Education left the role on 30th January 2020.
- 3) The new Strategic Director Social Care and Education took up the role on 2nd March 2020
- 4) The Strategic Director - City Development & Neighbourhoods left the role on 6th April 2019
- 5) The new Director of Public Health took up the role 24th January 2019

Note 33 Officers' Remuneration (continued)

Part 2 - Higher Paid Employees

The number of other Council employees receiving more than £50,000 remuneration for the year are shown in the table below. In line with the relevant regulations, the table excludes the senior officers listed in the table above.

These figures include teaching, senior leadership and support staff within local authority schools. Employees in schools which become academies are only included if their remuneration during the period of the financial year prior to academy conversion (i.e. when the school was under the local authority) exceeded the £50k threshold. Further details of academies higher paid employees are published by academies themselves or can be requested directly from academies under the Freedom of Information Act 2000.

It should be noted that the definition of remuneration in this table differs from that in the table above (in line with regulations) as it excludes employer's pension contributions.

The table includes compensation for loss of office, so employees who left in the year may appear in a higher band than the equivalent role would appear in based on a normal year's salary. Equally, some posts would not be included in the table based on a normal year's salary, but are included because of payments for compensation for loss of office.

The threshold for inclusion in this report is defined in regulations and remains static at £50k annually. Salaries paid to staff include annual pay increases as and when these are awarded, increasing the scope of the report over time.

Remuneration Band £	Number of Employees					
	Non-Schools		Schools		Total	
	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20
50,000-54,999	47	58	66	67	113	125
55,000-59,999	30	40	39	38	69	78
60,000-64,999	10	19	24	29	34	48
65,000-69,999	23	20	18	19	41	39
70,000-74,999	2	5	18	18	20	23
75,000-79,999	4	6	5	10	9	16
80,000-84,999	-	-	3	5	3	5
85,000-89,999	2	1	2	1	4	2
90,000-94,999	9	1	2	3	11	4
95,000-99,999	-	9	2	1	2	10
100,000-104,999	-	-	1	1	1	1
105,000-109,999	-	-	1	-	1	-
110,000-114,999	-	-	-	1	-	1
115,000-119,999	-	-	1	-	1	-
120,000-124,999	-	-	-	-	-	-
125,000-129,999	-	-	-	-	-	-
130,000-134,999	-	-	-	-	-	-
Total	127	159	182	193	309	352

Note 34 External Audit Costs

The Council 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 Council's external auditors:

	2018/19	2019/20
	£000	£000
Fees payable with regard to external audit services carried out by the appointed auditor for the year	113	133
Fees payable for the certification of grant claims and returns for the year	53	54
Fees payable in respect of other services provided during the year	11	11
Total	177	198

Note 35 Dedicated Schools Grant

The Council's expenditure on schools is funded primarily by grant monies provided by the Education and Skills Funding Agency, the Dedicated Schools Grant (DSG). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools' Budget, as defined in the School Finance and Early Years (England) Regulations 2017. The Schools' Budget includes elements for a range of educational services provided on an authority-wide basis and for the Individual Schools' Budget (ISB), which is divided into a budget share for each maintained school.

Details of the deployment of DSG receivable for 2019/20 are as follows:

2019/20	Central Expenditure	Individual Schools Budget	Total
	£000	£000	£000
Final DSG for 2019/20 before Academy recoupment			324,959
Academy figure recouped for 2019/20	-	-	(107,452)
Total DSG after Academy recoupment for 2019/20			217,507
Brought forward from 2018/19	-	-	8,210
Agreed initial budgeted distribution in 2019/20	85,855	139,862	225,717
In year adjustments	(33)	-	(33)
Final budgeted distribution for 2019/20	85,822	139,862	225,684
Actual central expenditure for the year	(80,245)	-	(80,245)
Actual ISB deployed to schools	-	(139,862)	(139,862)
Carry forward to 2020/21	5,577	-	5,577

2018/19	Central Expenditure	Individual Schools Budget	Total
	£000	£000	£000
Final DSG for 2018/19 before Academy recoupment			315,810
Academy figure recouped for 2018/19	-	-	(80,868)
Total DSG after Academy recoupment for 2018/19			234,942
Brought forward from 2017/18	-	-	12,709
Agreed initial budgeted distribution in 2018/19	64,451	183,200	247,651
In year adjustments	(514)	-	(514)
Final budgeted distribution for 2018/19	63,937	183,200	247,137
Actual central expenditure for the year	(55,727)	-	(55,727)
Actual ISB deployed to schools	-	(183,200)	(183,200)
Carry forward to 2019/20	8,210	-	8,210

Note 36 Grant Income

Capital grants recognised in the year

The Council received the following revenue and capital grants in 2019/20.

These grants are analysed between those credited to the Comprehensive Income and Expenditure Statement and those held as receipts in advance, in line with the Council's accounting policies.

	2018/19	2019/20
	£000	£000
Credited to Services (All REFCUS related)		
DFE Basic Need Grant	14,899	3,935
Local Growth Fund	4,749	-
Local Growth Fund Transferred From Other Local Authorities	6,050	-
DFT Cleaner Bus Technology Grant	2,203	-
Disabled Facilities Grant	1,390	1,563
Devolved Formula Capital Grant	1,120	2,692
Collaborate Business Grants	611	217
Public Health Grants	531	-
Others	198	-
Total Credited to Services	31,751	8,407
Credited to Taxation & Non-Specific Grant Income		
DFE Basic Need Grant	43,712	11,243
Local Growth Fund	10,746	4,665
DFT Transforming Cities Fund	7,840	1,624
S106 Contributions	5,934	2,535
Other DFT Grants	3,747	4,170
DFE Capital Maintenance Grant	3,204	2,827
DFT Integrated Transport Grant	2,556	2,556
DFT Maintenance Grant	2,102	2,102
DFE Devolved Capital Formula Grant	1,002	925
ERDF Low Carbon Projects	-	1,812
Homes England Grant	-	1,412
Disabled Facilities Grant	1,123	-
DFT Cleaner Bus Technology Fund	983	-
DFE SEND Funding	525	-
National Heritage Lottery Fund	490	-
DFE Healthy Pupil Capital Fund	307	-
Other	1,146	515
Total Credited to Taxation & Non-Specific Grant Income	85,417	36,386

Note 36 Grant Income (continued)

Capital grants received in advance

The Council has received a number of capital grants, contributions and donations that have yet to be recognised as income as they have conditions attached to them that have not yet been met. The balances at the year-end are as follows:

	2018/19	2019/20
	£000	£000
Capital Grants Receipts in Advance		
DFE Basic Need Grant	5,690	11,552
Devolved Formula Capital Grant	5,183	4,811
S106 Contributions	1,894	1,549
DFT Transport Grants	460	-
DFT Breathe Grants	184	184
Total Capital Grants Receipts in Advance	13,411	18,096
Capital Receipts not Recognised (deposits)	335	88
Total Received in Advance	13,746	18,184

Note 36 Grant Income (continued)

Revenue grants recognised in the year

Under the 75% Business Rates retention pilot scheme arrangements for 2019/20 the council does not receive Revenue Support Grant

	2018/19	2019/20
	£000	£000
Credited to Taxation & Non-Specific Grant Income		
Revenue Support Grant	38,358	-
Section 31 Grants	8,012	10,216
Social Services Support Grant	984	2,689
New Homes Bonus Scheme	6,229	6,858
Other	1,530	4,773
Total Credited to Taxation & Non-Specific Grant Income	55,113	24,536
Credited to Services		
Children's and Education Services		
Pupil Premium	13,409	11,621
Dedicated Schools Grant (see note 27)	234,942	217,507
Other Education	25,455	27,671
Adults and Housing		
Improved Better Care Fund	12,343	15,467
Other Adult Social Care	2,938	2,189
Public Health		
Public Health Grant	26,811	26,117
Other Public Health	146	140
City Development, Neighbourhoods & Housing		
Waste PFI	2,074	2,074
Other City Development, Neighbourhoods & Housing	14,198	11,590
Corporate and Resources		
Housing Benefit Subsidies	110,997	93,129
Housing Benefit & Council Tax Benefit Admin Grant	1,429	1,264
Local Council Tax Support Admin Grant	497	461
Elections	187	955
Waste PFI	517	517
Covid 19 LA Support Grant	-	10,899
Other Corporate and Resources	2,129	2,353
Total Credited to Services	448,072	423,954
Total Recognised in Year	503,185	448,490

Note 36 Grant Income (continued)

Revenue grants received in advance

The Council has received a number of revenue grants, contributions and donations that have yet to be recognised as income as they have conditions attached to them that have not yet been met. The balances at the year-end are as follows:

	2018/19	2019/20
	£000	£000
Children's and Education Services		
Other Education	78	-
City Development, Neighbourhoods & Housing		
City Development, Neighbourhoods & Housing	133	202
Public Health		
Other Public Health	114	-
Taxation & Non Specific Grant Income		
Section 31 Grants	-	11,243
Total Receipts in Advance	325	11,445

Note 37 Related Parties

The Council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Council or to be controlled or influenced by the Council. Disclosure of these transactions in Part 1 below allows readers to assess the extent to which the Council 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.

The Council is also required to disclose interests it holds in companies and other entities.

Organisations or individuals which are related parties of the Council

Central Government

Central government has effective control over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides substantial funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. Council Tax bills, housing benefits). Grant funding received from central government is shown within Note 36 to the accounts.

Members and Officers

Members and senior officers of the Council have direct control of the financial and operating

policies of the Council. Members receive allowances for their role and these are detailed in Note 32. Remuneration of senior officers is detailed in Note 33.

All wards in the city are allocated a ward budget of £18k per annum. These budgets are used to fund projects in wards and the allocations are determined by elected members.

Members and officers are also required to disclose any other arrangements giving rise to related party interests.

17 Members of the Council and 1 senior officer sit (either in a personal capacity or as representatives of the Council) on the governing bodies of 24 different organisations. The Council made a total of £3.5m in payments to twenty of these organisations, primarily in the form of grants, works or services. All payments are made with proper consideration of declaration of interest. The relevant members did not take part in any discussion or decision relating to the payments. In addition a total of £1.7m was received from sixteen of the organisations, primarily relating to services provided by the Council.

Details of members' interests are recorded in the Register of Members' Interest open to public inspection at the Town Hall during office hours.

Leicester & Leicestershire Enterprise Partnership (LLEP)

The Council is the accountable body for LLEP. The City Mayor and 2 senior officers from the council sit on various boards, along with representatives from Leicestershire County Council, Leicestershire district councils, the private sector, voluntary sector, government and education sector.

The Council made total payments of £0.3m to the LLEP, primarily in the form of interest payments due on the balances that the Council holds on their behalf. In addition £4.9m was received, £4.7m from the LLEP relates to capital grants and £0.2m for the provision of services. These are not included in the related party transactions above.

At 31st March 2020 the council held a balance of £19.6m on behalf of the LLEP.

Note 38 Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI/PPP contracts), together with the resources that have been used to finance it.

This note also illustrates the Council's Capital Financing Requirement (CFR). The CFR represents the total underlying borrowing required to finance the Council's assets. There are two key points to note about this borrowing:

- Most borrowing used to finance capital expenditure was incurred prior to 2010, when the standard model in local government entailed borrowing funded by central government over the life of the loan. Since 2010, government has provided grant funding upfront to support all government funded capital expenditure. Borrowing is now only undertaken to support schemes that deliver revenue savings sufficient to repay the debt
- New borrowing does not necessarily represent external loans taken out, but is generally financed by the Council's free cash flows. This minimises the cost of external borrowing to the Council

Where capital expenditure is not financed by grant or revenue, the expenditure results in an increase in the Capital Financing Requirement (CFR). Increases in the CFR result in higher levels of Minimum Revenue Provision (MRP) charged to the revenue budget in future years. The Council's policy for the calculation of MRP is set out in its annual budget setting report presented to Council.

	2018/19	2019/20
	£000	£000
Opening Capital Financing Requirement	566,446	560,588
Capital Investment		
Property, Plant and Equipment	61,910	101,524
Intangible Assets	1,060	731
Heritage Assets	733	83
Revenue Expenditure Funded from Capital Under Statute	33,955	13,071
Capital Loans Expenditure	1,451	3,287
Property Unit Trusts	8,292	-
De Minimis Capital Spend	46	4
Sub-total	107,447	118,700
Sources of Finance		
Capital Receipts	(7,518)	(20,806)
Government Grants & Other Contributions	(69,952)	(51,824)
Sums set aside from revenue:		
Direct Revenue Contributions	(30,588)	(19,255)
(MRP/Loans Fund Principal)	(5,247)	(11,771)
Sub-total	(113,305)	(103,656)
Closing Capital Financing Requirement	560,588	575,632
Increase/(Decrease) in underlying need to borrowing	(5,720)	11,067
HRA CFR adjustment	(138)	(138)
Assets acquired under Finance Leases	-	1,852
Assets acquired under PFI contracts	-	2,263
Increase/(Decrease) in Capital Financing Requirement	(5,858)	15,044

Note 39 Leases

Council as Lessee

Finance Leases

The Council has acquired a number of assets under finance leases, including various buildings and IT equipment. The assets acquired under these leases are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

	31st March 2019	31st March 2020
	£000	£000
Other Land and Buildings	5,659	4,685
Vehicles, Plant and Equipment	151	627
Total	5,810	5,312

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

	31st March 2019	31st March 2020
	£000	£000
Finance lease liabilities	7,184	9,040
Finance costs payable in future years	14,367	18,198
Total minimum lease payments	21,551	27,238

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

	Minimum Lease Payments		Finance Lease Liabilities	
	31st March 2019	31st March 2020	31st March 2019	31st March 2020
	£000	£000	£000	£000
Within one year	419	657	(4)	224
Within 2 to 5 years	1,960	2,689	332	804
Later than 5 years	19,172	23,892	6,856	8,012
Total	21,551	27,238	7,184	9,040

Note 39 Leases (continued)

Operating Leases

The Council leases a number of buildings for operational use. The future minimum lease payments due under non-cancellable leases in future years are:

	31st March 2020 £000
Not later than one year	758
Later than one year and not later than 5 years	2,643
Later than 5 years	5,231
Total	8,632

Council as Lessor

Finance Leases

The council has leased out a number of properties on finance leases, two of which are on peppercorn annual payments. The following tables show the lease debtors and lease payments for the remainder:

The gross investment in the lease and the minimum lease payments will be received over the following periods:

	31st March 2020 £000
Finance Lease Debtor	
Current	27
Non-current	1,047
Unearned finance income	1,786
Gross Investment in the lease	2,860

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

	31st March 2020 £000
Minimum Lease Payments	
Within one year	96
Within 2 to 5 years	385
Later than 5 years	2,379
Total	2,860

Note 39 Leases (continued)

Operating Leases

The Council leases out a number of buildings for economic support purposes. The future minimum lease payments due under non-cancellable leases in future years are:

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

	31st March 2019	31st March 2020
	£000	£000
Not later than one year	5,196	4,836
Later than one year and not later than 5 years	14,423	13,384
Later than 5 years	81,619	79,090
Total	101,238	97,310

Note 40 Private Finance Initiatives and Service Concession Arrangements

Integrated Waste Management Service

In 2003, the Council entered into a 25 year contract valued in excess of £300m with Biffa (Leicester) Ltd under the PFI scheme. The arrangement, which became operational in 2004, covers the collection, treatment and disposal of city residents' waste. The contractor took on the obligation to provide assets required to deliver these services, including a recycling facility, purpose-built anaerobic digester for organic waste, and vehicles used in the waste collection and recycling services. At the end of the contract, the assets will be transferred to the Council for nil consideration.

2019/20 was the seventeenth year of the operation of the contract, costing £14.8m (£14.5m in 2018/19).

Property Plant and Equipment

The assets used to provide the waste management service are provided by the operator, but are recognised on the Council's Balance Sheet annually.

	Other Land & Buildings £000	Vehicles, & Equipment £000	Total £000
Balance at 1st April 2019	11,563	570	12,133
Additions	-	2,263	2,263
Depreciation	(1,285)	(515)	(1,800)
Balance at 31st March 2020	10,278	2,318	12,596

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2020 (excluding future inflation) are as follows:

Although the payments made to the contractor are described as unitary payments, they have been calculated to compensate the contractor for the fair value of the services they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed.

The liability outstanding to the contractor for capital expenditure incurred are shown in the table.

	Payment for Services	Reimbursement of Capital Expenditure	Interest	Total
	£000	£000	£000	£000
Within 1 year	6,558	2,060	537	9,155
Within 2 to 5 years	33,344	10,065	2,943	46,352
Within 6 to 10 years	14,114	4,063	446	18,623
Total	54,016	16,188	3,926	74,130

	2018/19	2019/20
	£000	£000
Balance outstanding at 1st April	5,200	3,239
Payments during the year	(1,961)	(1,987)
Additions	-	2,263
Balance at 31st March	3,239	3,515

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Building Schools for the Future – Phase 1 - Rebuild of Judgemeadow and Soar Valley Community Colleges

In December 2007, the Council entered into a 25-year contract with Leicester BSF Company 1 Limited under a PFI scheme. The contractor was to design, build, finance and operate, on the existing sites, replacement buildings for two community colleges – Judgemeadow and Soar Valley – valued at £34.9m (on completion of the rebuild in 2009). At the end of the contract, as

things stand, all assets will revert to Council control. Under the Government's current policies the trend of more schools becoming academies is likely to continue. If any PFI schools convert, the Council will continue to make payments under this contract from a combination of PFI credits and contributions from schools. At conversion the assets would transfer to the

academy, subject to the on-going provisions of the PFI contract. The rebuild for phase 1 was completed in 2009 and 2019/20 was therefore the eleventh year of the operation of the contract costing £6.6m.

Property Plant and Equipment

The assets used to provide the service are recognised on the Council's Balance Sheet. The value of fixed assets included within the contract, and an analysis of the movement in those values, are shown below:

	Other Land & Buildings
	£000
Balance at 1st April 2019	36,015
Revaluations	2,108
Depreciation	(923)
Balance at 31st March 2020	37,200

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2020 are as follows:

	Payment for Services	Reimbursement of Capital Expenditure	Interest	Lifecycle Capital Replacement Costs	Total
	£000	£000	£000	£000	£000
Within 1 year	2,325	943	2,449	976	6,693
Within 2 to 5 years	9,968	5,055	8,806	3,726	27,555
Within 6 to 10 years	14,167	8,636	8,007	6,352	37,162
Within 11 to 15 years	13,358	12,645	3,114	2,323	31,440
Total	39,818	27,279	22,376	13,377	102,850

Although the payments made to the contractor are described as unitary payments, they have been calculated to compensate the contractor for the fair value of the services they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed. The liability outstanding to the contractor for capital expenditure incurred is shown:

	2018/19	2019/20
	£000	£000
Balance outstanding at 1st April	28,511	27,976
Payments during the year	(535)	(697)
Balance at 31st March	27,976	27,279

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Building Schools for the Future – Phase 2 - Rebuild of Crown Hills and City Of Leicester Community Colleges

On 31st March 2012 the City Council committed to a new joint PFI project scheme for the rebuilding of Crown Hills and City of Leicester Community Colleges. The Council is contracted to Leicester BSF Company 2 Limited for 25 years. The new schools became operational at the end of October 2013 with construction costs of £44.6m. At the end of the contract, as things

stand, all assets will revert to City Council control. Under the Government's current policies the trend of more schools becoming academies is likely to continue. If any PFI schools convert, the Council will continue to make payments under this contract from a combination of PFI credits and contributions from schools. At conversion assets would transfer to the

academy, subject to the on-going provisions of the PFI contract. 2019/20 was the seventh year of the operation of the contract costing £6.8m.

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Property Plant and Equipment

The assets used to provide the service are recognised on the Council's Balance Sheet. The value of fixed assets is as shown:

	Other Land & Buildings
	£000
Balance at 1st April 2019	68,148
Revaluations/(Impairment)	(1,626)
Depreciation	(1,641)
Balance at 31st March 2020	64,881

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2020 are as follows:

	Payment for Services	Reimbursement of Capital	Interest	Lifecycle Capital Replacement	Total
	£000	£000	£000	£000	£000
Within 1 year	2,522	1,431	2,515	390	6,858
Within 2 to 5 years	10,816	5,254	9,108	3,571	28,749
Within 6 to 10 years	15,320	7,711	9,308	6,336	38,675
Within 11 to 15 years	17,605	11,464	6,084	6,335	41,488
Within 16 to 20 years	14,234	10,754	1,677	5,321	31,986
Total	60,497	36,614	28,692	21,953	147,756

The liability outstanding to the contractor for capital expenditure incurred is as follows:

	2018/19	2019/20
	£000	£000
Balance outstanding at 1st April	39,191	37,919
Payments during the year	(1,272)	(1,305)
Balance at 31st March	37,919	36,614

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

District Energy Heating & Combined Heat Power Scheme

On 14th January 2011 the Council signed an agreement with Leicester District Energy Company Ltd (LDEC Ltd) for the implementation and provision of a district heating and combined heat and power scheme in Leicester.

existing heating boilers, the use of existing heating networks and the construction of additional heating networks in the City Centre and some outer Council estates. Leicester University are part of the scheme and their heating and electricity networks are linked into the overall network scheme.

The initial capital investment made by LDEC Ltd for the whole scheme was £13.7m, of which £935k was funded by a CESP (Community Energy Saving Programme) Grant from LDEC Ltd's parent company, GDF Suez.

The scheme involves the replacement of

Property Plant and Equipment

The assets used to provide the service and directly attributable to the City Council are recognised on the Council's Balance Sheet. The value of fixed assets attributable to the Council and operational as at 31st March 2020 are shown in the table:

	Vehicles, Plant & Equipment £000
Balance at 1st April 2019	7,750
Depreciation	(408)
Balance at 31st March 2020	7,342

Payments

The Council will make payments each year which will be increased by inflation (based on a number of inflation measures) and can be reduced if the contractor fails to meet performance standards. Payments (substantially based on assumed levels of energy consumption) scheduled to be made under the contract at 31st March 2020 (excluding future inflation increases and the final phase which has yet to be completed) are as follows:

	Payment for Services £000	Reimbursement of Capital £000	Interest £000	Lifecycle Capital Replacement £000	Total £000
Within 1 year	1,793	250	803	215	3,061
Within 2 to 5 years	7,172	1,022	3,189	860	12,243
Within 6 to 10 years	8,965	1,961	3,303	1,076	15,305
Within 11 to 15 years	8,965	3,147	2,117	1,076	15,305
Within 16 to 20 years	4,908	2,231	426	538	8,103
Within 21 to 25 years	1,309	30	6	-	1,345
Total	33,112	8,641	9,844	3,765	55,362

Note 40 Private Finance Initiatives and Service Concession Arrangements (continued)

Liability

The liability outstanding to the contractor for capital expenditure incurred up to 31st March 2020 is as per the following table:

Under the terms of the agreement, at the end of the scheme, or, if earlier, upon termination of the agreement, LDEC Ltd will sell the boiler plant and heating network (such parts that are required to heat all of the City Council's buildings) to the City Council or to a new service provider. The term is designed to ensure that the City Council has a working district heating system at the end of the contract period. At the end of the scheme the expectation is that the sale price would be minimal. Under the agreement the Council has granted to LDEC Ltd licence to exercise rights to use the heat network to supply heat to any third party consumer. Any such supply agreements will be co-terminus with or less than the scheme term.

	2018/19	2019/20
	£000	£000
Liability for capital expenditure incurred for operational phases	8,613	8,357
Payments during the year	(256)	(262)
Balance at 31st March	8,357	8,095

Note 41 Termination Benefits

The Council terminated the contracts of a number of employees in 2019/20 incurring liabilities of £1.7m (£1.4m in 2018/19). Of this £0.9m (£1.0m in 2018/19) was for redundancy and other departure costs, and £0.9m (£0.4m in 2018/19) was the cost arising from the early release of pension benefits as required by the regulations of the Local Government Pension Scheme (LGPS).

The number of exit packages with total cost per band and total cost of the exit packages are set out in the table below. In 2019/20 the Council approved 44 compulsory redundancies (38 in 2018/19).

Band	Total number of exit packages by cost band	Total cost of exit 2018/19	Total number of exit packages by cost band	Total cost of exit 2019/20
	£	£	£	£
0 - 20,000	123	769,330	59	427,186
20,001 - 40,000	11	281,074	10	306,333
40,001 - 60,000	3	158,477	8	396,842
60,001 - 80,000	1	61,801	6	421,226
80,001 - 100,000	1	83,691	2	168,041
Total	139	1,354,373	85	1,719,628

Note 42 Pension Schemes Accounted for as Defined Contribution Schemes

Teachers' Pensions

Teachers employed by the Council are eligible to be members of the Teachers' Pension Scheme, administered by the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The Scheme is a defined benefit scheme. However, the Scheme is unfunded, and the Department for Education uses a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. For the purposes of the Statement of Accounts, it is accounted for on the same basis as a defined contribution scheme. Under this treatment, the council has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The Council's obligation is limited to the amount that it has agreed to contribute to the fund and in consequence, actuarial risk and investment risk fall on the employee.

In 2019/20, the Council paid £15.5m to Teachers' Pensions in respect of teachers' retirement benefits, representing 20.66% of pensionable pay. The figures for 2018/19 were £13.4m and 16.48%. The employer rate was increased to 23.68% from September 2019, however it is expected that additional funding will be provided by central government, the allocation of which is yet to be determined.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and detailed in Note 43.

Public Health

Certain public health employees remain members of the NHS pension scheme. The scheme provides these staff with specified benefits upon their retirement, and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is an unfunded defined benefit scheme. For the purposes of the Statement of Accounts, it is accounted for on the same basis as a defined contribution scheme. Under this treatment, the council has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The Council's obligation is limited to the amount that it has agreed to contribute to the fund and in consequence, actuarial risk and investment risk fall on the employee.

In 2019/20, the Council paid £0.1 m to the NHS Pension Scheme in respect of former NHS staff retirement benefits representing 14.38% of pensionable pay. The employer contribution increased to 20.6% from 1st April 2019, however the increase will be paid to the scheme by NHS England.

Note 43 Defined Benefit Pension Schemes

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers, the Council makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until employees retire, the Council has a commitment to make the payments that need to be disclosed at the time that employees earn their future entitlement.

The accounts have been prepared on the basis of the actuary's updated IAS19 valuation report dated 29th May 2020 and includes an estimate of the McCloud judgement relating to the 2014 reforms of LGPS benefit structure.

The Council participates in three post-employment pension schemes:

- Teachers' Pensions Scheme – see Note 42 for further information
- NHS Pension Scheme – see Note 42 for further information
- The Local Government Pension Scheme, (LGPS) administered locally by the Leicestershire County Council – this is a funded defined benefit scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level intended to balance the pensions liability with investment assets.

Hymans Robertson, an independent firm of actuaries, has valued the Council's fund asset share and liabilities for the Local Government Pension Scheme.

Note 43 Defined Benefit Pension Schemes (continued)

Transactions relating to post-employment benefits (LGPS)

The Council recognises the cost of retirement benefits in the reported cost of services when they are earned by the employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make in the accounts 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 Movement 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.

	2018/19	2019/20
	£000	£000
Comprehensive Income and Expenditure Statement		
<u>Cost of Services</u>		
Current service cost	64,140	77,144
Past service cost	17,545	272
Settlements and curtailments	(7,807)	(4,881)
Total Service Cost	73,878	72,535
Financing and Investment Income and Expenditure		
Expected return on scheme assets	(34,400)	(32,439)
Interest cost	51,873	52,214
Net Interest Cost	17,473	19,775
Total Post-employment Benefit charged to the (Surplus) or Deficit on the Provision of Services	91,351	92,310
Other post-employment benefit charged to the Comprehensive Income and Expenditure Statement		
Return on plan assets excluding amounts included in net interest	(36,697)	138,317
Actuarial (gains)/losses arising from changes in demographic assumptions	-	(66,709)
Actuarial (gains)/losses arising from changes in financial assumptions	165,272	(202,708)
Other Experience adjustments	1,135	(119,853)
Total remeasurements recognised in the Comprehensive Income and Expenditure Statement	129,710	(250,953)
Total post-employment Benefit charged to the Comprehensive Income and Expenditure statement	221,061	(158,643)
Movement in Reserves Statement		
Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post-employment benefits	91,351	92,310
Actual amount charged against the General Fund Balance for pensions in the year (Employers contributions paid to the scheme)	(43,466)	(47,215)
Total Movement in Reserves	47,885	45,095

Note 43 Defined Benefit Pension Schemes (continued)

Assets and Liabilities in Relation to Post-employment Benefits

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	2018/19	2019/20
	£000	£000
Balance at 1st April	1,909,655	2,160,400
Current service cost	64,140	77,144
Past service costs (including curtailments)	17,545	272
Effect of settlements	(16,932)	(9,487)
Interest cost	51,873	52,214
Contributions by scheme participants	10,706	11,081
Benefits paid	(42,994)	(50,138)
Remeasurements arising from changes in financial assumptions	166,407	(202,708)
Remeasurements arising from changes in other assumptions		(119,853)
Remeasurements arising from changes in demographic assumptions	-	(66,709)
Balance at 31st March	2,160,400	1,852,216

Reconciliation of fair value of the scheme (plan) assets:

	2018/19	2019/20
	£000	£000
Balance at 1st April	1,275,624	1,348,774
Interest income	34,400	32,439
Effect of settlements	(9,125)	(4,606)
Contributions by scheme participants	10,706	11,081
Employer contributions	43,466	47,215
Benefits paid	(42,994)	(50,138)
Return on plan assets excluding amounts included in net interest	36,697	(138,317)
Balance at 31st March	1,348,774	1,246,448

The expected return on scheme assets is determined by considering the expected returns available on the assets underlying the current investment policy. Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date. Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets.

Note 43 Defined Benefit Pension Schemes (continued)

Scheme History

	2015/16	2016/17	2017/18	2018/19	2019/20
	£000	£000	£000	£000	£000
Present value of funded obligations	(1,469,327)	(1,812,582)	(1,857,800)	(2,108,019)	(1,807,035)
Present value of unfunded obligations	(51,018)	(54,424)	(51,855)	(52,381)	(45,181)
Fair value of assets in the scheme	989,570	1,211,556	1,275,624	1,348,774	1,246,448
Surplus/(deficit) in the scheme	(530,775)	(655,450)	(634,031)	(811,626)	(605,768)

Impact on future cash flows

The liabilities show the underlying commitments that the Council has in the long run to pay post-employment (retirement) benefits. The total liability of £1,852m has a substantial impact on the net worth of the Council as recorded in the balance sheet, resulting in a negative overall balance of £605.8m. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy. The deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e. before payments fall due), as assessed by the scheme actuary. Finance is only required to be raised to cover discretionary benefits when the pensions are actually paid.

The total contributions expected to be made to the Local Government Pension Scheme by the council in the year to 31st March 2020 is £45.4m. The maturity profile is as follows:

	Liability Split	Weighted Average Duration
Active members	44.2%	26.0
Deferred members	20.4%	26.0
Pensioner members	35.4%	11.7
Total	100.0%	20.0

Note 43 Defined Benefit Pension Schemes (continued)

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. The fund liabilities have been assessed by Hymans Robertson LLP, an independent firm of actuaries, based on the latest full valuation of the scheme as at 31st March 2019.

The main assumptions used by the actuary have been:

Local Government Pension Scheme	2018/19	2019/20
Mortality assumptions:		
Longevity at 65 for current pensioners (years):		
Men	22.1	21.5
Women	24.3	23.8
Longevity at 65 for future pensioners (years):		
Men	23.8	22.2
Women	26.2	25.2
Benefit entitlement assumptions		
Rate of increase in salaries	3.5%	2.4%
Rate of increase in pensions	2.5%	1.9%
Rate for discounting scheme liabilities	2.4%	2.3%
Take-up of option to convert annual pension into retirement lump-sum – relating to service pre April 2008	50.0%	50.0%
Take-up of option to convert annual pension into retirement lump-sum – relating to service post April 2008	75.0%	75.0%

Note 43 Defined Benefit Pension Schemes (continued)

The Local Government Pension Scheme's assets consist of the categories in the table below, by proportion of the total assets held:

	2018/19				2019/20			
	Quoted Prices in Active Markets	Quoted Prices not in Active Markets	Total	Percentage of Total	Quoted Prices in Active Markets	Quoted Prices not in Active Markets	Total	Percentage of Total
	£000	£000	£000	Assets	£000	£000	£000	Assets
Equity								
Consumer	3,450	-	3,450	0%	3,188		3,188	0%
Manufacturing	1,010	-	1,010	0%	934		934	0%
Energy and Utilities	2,836	-	2,836	0%	2,621		2,621	0%
Financial Institutions	4,279	-	4,279	0%	3,955		3,955	0%
Health and Care	993	-	993	0%	918		918	0%
Information Technology	1,136	-	1,136	0%	1,049		1,049	0%
Other	9,779	-	9,779	1%	9,038		9,038	1%
Debt Securities								
UK Government	113,987	215	114,202	8%	105,339	198	105,538	8%
Other	17,468	-	17,468	1%	16,143		16,143	1%
Private Equity								
All	-	62,196	62,196	5%		57,478	57,478	5%
Real Estate								
UK Property	-	100,811	100,811	7%		93,163	93,163	7%
Investment Fund and Unit Trusts								
Equities	541,715	-	541,715	40%	500,617		500,617	40%
Bonds	56,994	-	56,994	4%	52,670		52,670	4%
Hedge Funds	113	-	113	0%	104		104	0%
Commodities	-	47,704	47,704	4%		44,085	44,085	4%
Infrastructure	-	70,935	70,935	5%		65,554	65,554	5%
Other	135,017	139,444	274,461	20%	124,773	128,865	253,638	20%
Derivatives								
Foreign Exchange	(1,714)	-	(1,714)	0%	(1,584)		(1,584)	0%
Cash and Cash Equivalents								
All	40,406	-	40,406	3%	37,341		37,341	3%
Total	927,469	421,305	1,348,774	100%	857,106	389,342	1,246,448	100%

Note 43 Defined Benefit Pension Schemes (continued)

Sensitivity Analysis

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below.

Changes in assumptions at	Approximate % increase to Defined Benefit Obligation	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	10%	182,164
0.5% increase in the Salary Increase Rate	1%	17,944
0.5% increase in the Pension Increase Rate	9%	162,670

The sensitivity figures above can be used to estimate the impact of adopting different financial assumptions. In order to qualify the impact of a change in the financial assumptions used, the value of the scheme liabilities have been calculated at the accounting date on varying bases.

Note 44 Contingent Liabilities

The Council has no contingent liabilities to disclose in the 19/20 accounts.

Note 45 Contingent Assets

The council has no contingent assets to disclose in the 19/20 accounts.

Note 46 Nature and Extent of Risks arising from Financial Instruments

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

- Credit Risk: The possibility that the counterparty to a financial asset will fail to meet its contractual obligations, causing a loss to the Council.
- Liquidity Risk: The possibility that the Council might not have the cash available to make contracted payments on time.
- Market Risk: The possibility that an unplanned financial loss will materialise because of changes in market variables such as interest rates or equity prices.

The Council's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk Management is carried out by the Treasury Management team under the policies approved by Council in the Treasury Management Strategy.

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

a) Credit Risk

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

This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, as laid down by leading credit rating agencies. Investments are also made in unrated building societies considered to be of equivalent credit worthiness.

The Annual Investment Strategy also imposes a maximum sum to be invested with a financial institution located within each category.

The credit criteria in respect of loans to commercial entities as at the balance sheet date are as detailed opposite.

Investment Type	Maximum Investment Period	Minimum Credit Rating	Individual Lending Limit	Limit for Investment Type
Deposits – Credit Rated Banks and Building Societies	366 Days	A long term rating of A and a short term rating of F1	£10m	£100m
	6 months	A long term rating of A- and a short term rating of F2	£10m	
	100 days or less	A long term rating of BBB+ and a short term rating of F2	£10m Additional £5m overnight limit for Barclays Bank	
Covered Bonds	5 years	A long term rating of AA	£20m £2m for unrated building societies	Included in above
Repurchase Agreements (REPO)	1 year	To be no less secure than a deposit	£20m	Included in above
Deposits— unrated building societies	6 months	N/A – Advice taken from Treasury Advisors	£1m	£10m

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

The credit criteria applied to other investments are as detailed below:

Investment Type	Counterparty	Maximum Investment Period	Minimum Credit Rating	Individual Lending Limit	Limit for Investment Type
Deposits & Bonds	Local authority	5 Years	None required	£20m	£250m
Bonds	Local Government Bonds Agency	5 Years	A long term rating of AA-	£20m	
Bonds, Bills and Deposits	UK Public Sector & Quasi-Public Sector	5 Years	A long term rating of AA-	£20m	£40m
Deposits and Treasury Bills	UK Government / UK Government Guarantee	Unlimited	None required	Unlimited	Unlimited
Bonds	International Development Banks	5 Years	A long term rating of AA- plus backing of one or more G7 countries.	£10m	£40m
Money Market Funds, Money Market Plus Funds and Short-Dated Bond Funds	Various Fund Managers, including funds shaped by local authorities acting collectively	Up to 1 month Advice taken from Treasury Advisors	AAAmmf Or AAf	£20m	£120m of which no more than £30m in property funds and no more than £50m in longer dated funds and funds investing in Asset Based Securities
Longer dated Bond Funds and funds investing in Asset Based Securities	Various Fund Managers	Up to 1 month Advice taken from Treasury Advisors	AAf	£10m	
Property Funds	Various Fund Managers	Investments can be sold in market.	Not Applicable	£10m	

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

The credit criteria are based on credit ratings issued by Fitch Ratings but investments are also permitted on the basis of equivalent ratings issued by Moody's Investors Services or Standard and Poor's.

The main commercial customers are lessees, and the financial standing of potential lessees is checked before leases are granted. There is no uniform practice in respect of other customers, but many of these are receiving a service linked to the social aims and objectives of the Council where it would not be practicable to assess the customer's financial standing as a precondition for the provision of that service.

The Council's maximum exposure to credit risk in relation to its investments in commercial institutions (banks and building societies) of £73m as at 31st March 2020 (£92m as at 31st March 2019) 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 individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of non-recovery applies to all of the Council's deposits, but there was no evidence at 31st March 2020 or subsequently that this was likely to crystallise.

The Council's exposure to credit risk in relation to its investments in other local authorities is £200m (£143m as at 31st March 2019). Such investments are assessed to be virtually risk free.

The Council has recognised credit impairments of £1.5m in 2019/20, based on historical experience and market conditions at 31st March 2020. There were no credit impairments as at 2018-19.

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

The value of the Council's receivables classified as financial instruments on the Balance Sheet as at 31st March 2020 was £16.9m (£16.0m as at 31st March 2019). The following matrix is used for both 2018/19 and 2019/20 to estimate the non-collectible proportion of these receivables.

Age of Receivable	Estimated Non-Collection Rate
Less than One Month	0%
One Month to Three Months	10%
Four Months to Six Months	25%
Seven Months to Nine Months	50%
Ten Months to One Year	75%
One Year to Two Years	80%
Over Two Years	100%

It is estimated that the uncollectable amount on commercial and personal debts outstanding as at 31st March 2020 will be £8.1m (£8.9m as at 31st March 2019) and that the impaired value of these debts are £8.8m (£7.1m as at 31st March 2019).

The following table shows current receivables analysed by age, and the impaired value after allowing for default and non-collectability. The Council does not write off debt from its Balance Sheet until all options for debt collection have been exhausted, a process that often will take a number of years.

	31st March 2019		31st March 2020	
	Due	Impaired Value	Due	Impaired Value
	£000	£000	£000	£000
Less than 3 months	5,807	5,648	6,656	6,430
Three to six months	862	647	1,933	1,450
Six months to one year	1,141	423	1,599	608
More than one year	8,211	409	6,724	265
Total	16,021	7,127	16,912	8,753

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

b) Liquidity Risk

The Council has ready access to borrowing at favourable rates from the Public Works Loan Board and other local authorities, and at higher rates from banks and building societies. There is no perceived risk that the Council will be unable to raise finance to meet its commitments. It is however exposed to the risk that it will need to refinance a significant proportion of its borrowing at a time of unfavourably high interest rates. This risk is managed by maintaining a spread of fixed rate loans.

The maturity analysis of the principal sums borrowed is as follows:

Time to maturity (years)	31st March 2019 £000	31st March 2020 £000
Not over 1	15,931	39,047
Over 1 but not over 2	5,177	5,065
Over 2 but not over 5	15,682	15,108
Over 5 but not over 10	27,030	24,682
Over 10 but not over 20	45,835	42,557
Over 20 but not over 30	22,740	31,023
Over 30	167,826	165,080
Total	300,221	322,562

The Council has £20m of “Lender’s option, borrower’s option” (LOBO) loans where the lender has the option to propose an increase in the rate payable. The Council will then have the option to accept the new rate or repay the loan without penalty. Due to current low interest rates, in the unlikely event that the lender exercises its option, the Council is likely to repay these loans. The maturity date is therefore uncertain.

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

c) Market Risks

Interest Rate Risk

The Council 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 Council. For instance, a rise in interest rates would have the following effects:

- borrowings at variable rates – the interest expense will rise
- borrowings at fixed rates – the fair value of the liabilities borrowings will fall
- investments at variable rates – the interest income credited will rise
- investments at fixed rates – the fair value of the assets will fall.

Investments classed as “amortised cost” and loans borrowed are not carried at fair value, so changes in their fair value will have no impact on Comprehensive Income and Expenditure. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services. Movements in the fair value of fixed rate investments classed as “Other” will be reflected in Comprehensive Income and Expenditure.

The accounting arrangements for “Lenders Option, Borrowers Option” (LOBO) loans is more complex. These are loans where the lender has a periodic option to propose an increase in the rate of interest payable on the loan and the borrower has the option to decline this increase and to repay. In the event that an increase was accepted the carrying amount of the loan is recalculated and the increase in the carrying amount of the loan will reflect the net present value of the increase in interest payments in future years. The increase in the carrying amount of the loan will be accounted for as an immediate charge to the Comprehensive Income and Expenditure. In simple terms, a relatively small increase in the annual interest payable will be accounted for as a far larger sum once the net present value of all future increases is calculated.

The Treasury Management Strategy aims to mitigate these risks by setting upper limits on its net exposures to fixed and variable interest rates.

If all interest rates had been 1% higher (with all other variables held constant) the financial effect would be:

	£000
Increase in interest receivable on variable rate investments	731
Increase in interest receivable on short term investments	191
Increase in interest payable on variable rate loans	(325)
Impact on Surplus or Deficit on the Provision of Services	597
Decrease in fair value of available for sale financial assets	0
Impact on Comprehensive Income and Expenditure	0
Decrease in fair value of loans and receivables *	1,339
Decrease in fair value of fixed rate borrowings/liabilities *	59,769

*No impact on Comprehensive Income and Expenditure

The approximate impact of a 1% fall in interest rates would be as above but with the reverse movement.

Note 46 Nature and Extent of Risks arising from Financial Instruments (continued)

c) Market Risks

Price Risk

The market prices of the Council's fixed rate bond investments and its units in pooled bond funds are governed by prevailing interest rates and the market risk associated with these instruments is managed alongside interest rate risk.

The market price of the Council's property fund investments are determined by the market prices of the underlying property assets owned by the funds. The impact of the 5% fall in value of the property fund value would be a reduction in value of £380k. The Council's intention is to hold these investments over the medium term and not to crystallise these losses by selling.

Foreign Exchange Risk

The Council has no exposure to foreign exchange risk.

Supplementary Financial Statements & Explanatory Notes

Housing Revenue Account

Housing Revenue Account (HRA) Statements - Income and Expenditure

The Housing Revenue Account (HRA) is a ring-fenced account that represents the Council's social housing service. This service is required by law to be ring-fenced in order to ensure that there is a clear link between rents charged to tenants and expenditure on social housing.

2018/19		2019/20	
£000		Note	£000
<u>Income</u>			
(75,047)	Dwelling Rents	5	(72,938)
(401)	Non-dwelling Rents	6	(391)
(5,520)	Service Charges	6	(5,612)
(1,605)	Contributions & Miscellaneous income		(714)
(82,573)	Total Income		(79,655)
<u>Expenditure</u>			
12,140	General Management		12,122
12,814	Special Management	3	13,415
29,299	Repairs & Maintenance		29,419
1,080	Rent, Rates, Taxes & Other Charges		1,302
(84)	Increase/ (Decrease) in Bad Debt Provision	4	46
31,229	Depreciation & Impairment of Fixed Assets	12	26,551
60	Debt Management Expenses		60
86,538	Total Expenditure		82,915
710	HRA share of Corporate & Democratic Core		710
4,675	"HRA Comprehensive Income and Expenditure Line"		3,970
4,675	Net Cost of HRA Services		3,970
1,841	(Gain) or Loss on Sale of HRA Assets		3,331
20,301	Loan Charges - Interest		8,739
(259)	Investment Interest		(579)
5,196	Pensions - Interest on Liabilities	14	5,198
(3,462)	Pensions - Expected Return on Assets	14	(3,229)
28,292	(Surplus) / Deficit for the Year		17,430

Housing Revenue Account (HRA) Statements - Movement in Reserve

2018/19		2019/20
£000		Note £000
28,292	(Surplus) / Deficit for the Year (from above)	17,430
<u>Additional items required by statute and non-statutory proper practices to be taken into account in determining the movement on the Housing Revenue Account balance</u>		
(11,466)	Amounts charged to the HRA for amortisation of Premia and Discounts for the year determined in accordance with statute	359
(4,111)	HRA share of contributions to/(from) the Pension Reserve	14 (5,241)
(1,841)	Gain or (Loss) on Sale of HRA Fixed Assets	(3,331)
(31,229)	Impairment of Fixed Assets	12 (26,551)
9,173	Capital Expenditure Financed from Revenue Account	10 2,903
325	HRA Set-Aside (MRP)	355
11,121	Transfers to/(from) the Major Repairs Reserve	13 11,662
(27)	Transfers to/(from) the Employee Benefits Reserve	97
(28,055)	Total value of items reversed as part of determining the statutory movement on the Housing Revenue Account Balance	(19,747)
237	Net (Surplus)/Deficit on the Housing Revenue Account in the year	(2,317)
(30,745)	Balance Brought Forward 1st April 2019	(30,508)
(30,508)	Balance Carried Forward 31st March 2020	(32,825)

Housing Revenue Account (HRA) Explanatory Notes

1. Housing Revenue Account

The rules for the Housing Revenue Account (HRA) are specified within the Local Government and Housing Act 1989. Additionally a suite of self-financing determinations was issued by the Ministry of Housing, Communities and Local Government (MHCLG) in 2012, including the Item 8 Credit and Item 8 Debit determinations which set out the capital accounting and financing entries under the 1989 Act.

These determinations have been made by the Council and the appropriate entries have been made in respect of capital accounting and financing transactions.

2. Changes to Accounting Practice

There has been no change in accounting practice.

3. Special Management

These include group central heating and hot water schemes, caretaking services, security services to high rise flats, maintenance of shrubberies and grassed areas, communal services, tenancy sustainment for tenants and support for hostel residents.

4. Rent Arrears and Provision for Bad Debts

Rents and Service Charges

The bad debt provision for rents and service charges at 31st March 2020 was £0.8m (£0.8m at 31st March 2019). This is calculated on a rent and service charge arrears balance of £3.6m (£2.3m in 2018/19).

5. Net Rent Income from Dwellings

	2018/19	2019/20
	£000	£000
Total Rent income from Dwellings	75,047	72,938
Less Housing Benefit	(39,560)	(33,200)
Total	35,487	39,738

6. Non -Dwelling Rents and Service Charges

These include the charges made to tenants for district heating, garages, security and cleaning services to flats.

Housing Revenue Account (HRA) Explanatory Notes (continued)

7. Housing Stock

Changes to Housing Stock:

	2018/19	2019/20
Number of Dwellings at 1st April	20,759	20,366
Construction of new dwellings	-	-
Acquisitions	32	184
Right to Buy sales	(424)	(409)
Other Disposals	(1)	1
Number of Dwellings at 31st March	20,366	20,142

8. Value of HRA Assets

	31st March 2019	31st March 2020
	£000	£000
Dwellings	950,471	1,001,516
Other Land and Buildings	21,972	20,136
Vehicles, Plant, Furniture & Equipment	371	181
Surplus Assets	358	283
Intangible Assets	542	300
Total	973,714	1,022,416

Housing Revenue Account (HRA) Explanatory Notes (continued)

9. Vacant Possession Value of Council Dwellings

The vacant possession value of council dwellings at 31st March 2020 was £2.4bn. At the same date the balance sheet value of council dwellings was £1.0bn. The difference of £1.4bn reflects the fact that social housing rents generate a lower

income stream than could be obtained in the open market. The value placed on operational assets in a commercial environment will reflect the required economic rate of return in relation to the income streams that the assets might be

expected to generate throughout their economic life. To the extent that income streams are constrained to serve a wider social purpose, the value of capital assets employed for council housing will be reduced.

	31st March 2019	31st March 2020
	£000	£000
Vacant possession values	2,263,017	2,383,539

10. Capital Expenditure

HRA capital expenditure on land, houses and other property in 2019/20 totalled £43m, financed as follows:

	2018/19	2019/20
	£000	£000
Major Repairs Reserve	11,121	11,662
Use of borrowing	-	13,387
Usable capital receipts	2,178	15,348
Financing from revenue account	9,173	2,903
Total	22,472	43,300

11. Capital Disposals

HRA capital disposals in 2019/20 were as follows:

	2018/19		2019/20	
	Total Receipt	Usable/ Retained	Pooled/ Set aside	Total Receipt
	£000	£000	£000	£000
Right to Buy (RTB) sales	18,974	(12,365)	(7,187,144)	(7,199,509)
Non-RTB sales	269	-	-	-
Total	19,243	(12,365)	(7,187,144)	(7,199,509)

Housing Revenue Account (HRA) Explanatory Notes (continued)

12. Depreciation and Impairment of Fixed Assets

A breakdown of the depreciation and impairment charges are provided in the table below:

To be consistent with the format of the dwellings valuation supplied by the authority's external valuers, the dwellings depreciation charge has been calculated by dividing the buildings element of the valuation (on an 'Existing Use Value – Social Housing' basis) by the residual life of the properties.

	2018/19			2019/20		
	Depreciation	Impairment	Total	Depreciation	Impairment	Total
	2018/19	2018/19	2018/19	2019/20	2019/20	2019/20
	£000	£000	£000	£000	£000	£000
Dwellings*	9,910	20,074	29,984	10,355	14,047	24,402
Other Land and Buildings	453	34	487	535	419	954
Vehicles, Plant, Furniture & Equipment	520	-	520	528		528
Surplus Assets	2	-	2	2	(43)	(41)
Intangible Assets	236	-	236	242	466	708
Total	11,121	20,108	31,229	11,662	14,889	26,551

Housing Revenue Account (HRA) Explanatory Notes (continued)

13. Use of Major Repairs Reserve

	2018/19	2019/20
	£000	£000
Balance at 1st April	-	-
Depreciation credited	(11,121)	(11,662)
Capital expenditure on land, houses and other property	11,121	11,662
Balance at 31st March	-	-

14. HRA Contributions to the Pensions Reserve

This table identifies the total HRA share of contributions to and (from) the pensions reserve and breaks the figure down to show the type of contribution to or (from) the reserve. More detailed information on pensions is provided in note 43 to the core financial statements.

	2018/19	2019/20
	£000	£000
Pension costs incurred in Net Cost of Services:		
Current service cost	(2,377)	(3,272)
	(2,377)	(3,272)
Pension interest cost and expected return on assets:		
Interest on liabilities	(5,197)	(5,198)
Expected return on assets	3,462	3,229
	(1,735)	(1,969)
Total Transfer to Pension Reserve	(4,112)	(5,241)

Collection Fund Account

Collection Fund - Income and Expenditure Statement

The Collection Fund is a ring-fenced account that represents the Council's role in collecting Council Tax and Non-Domestic Rates for the City of Leicester. The Council records taxation income in the Collection Fund and then makes distributions to precepting authorities including the Leicestershire Fire and Police authorities as well as to the Council's own General Fund.

2018/19			2019/20			
Council Tax	Business Rates	Total		Council Tax	Business Rates	Total
£000	£000	£000	Note	£000	£000	£000
Income						
(130,640)		(130,640)	2	(138,823)		(138,823)
-	(109,616)	(109,616)			(113,496)	(113,496)
-	(5,918)	(5,918)			(3,395)	(3,395)
		(246,174)				(255,714)
Expenditure						
Precepts and Demands:						
			3			
107,948	-	107,948		114,696		114,696
14,271	-	14,271		16,495		16,495
4,635	-	4,635		4,924		4,924
		126,854				136,115
Business Rates:						
			4			
-	55,943	55,943		-	27,419	27,419
-	1,119	1,119		-	1,097	1,097
-	54,824	54,824		-	81,159	81,159
-	489	489		-	482	482
		112,375				110,157
1,295	(2,832)	(1,537)	6	1,704	(7,359)	(5,655)
Bad and Doubtful Debts:						
			7			
1,361	2,532	3,893		1,366	1,879	3,245
448	(356)	92		932	723	1,655
-	6,140	6,140			1,592	1,592
		247,817				247,109
(682)	2,325	1,643		1,294	(9,899)	(8,605)
(1,356)	5,814	4,458	5	(2,038)	8,139	6,101
(2,038)	8,139	6,101	1	(744)	(1,760)	(2,504)

Collection Fund Explanatory Notes

1. Statutory Requirements & Allocation of Balances

This statement fulfils the statutory requirement for the Council to maintain a separate Collection Fund.

The balance on the collection fund is split between the relevant bodies as shown in the table below:

	2018/19			2019/20		
	Council Tax	Business Rates	Total	Council Tax	Business Rates	Total
	£000	£000	£000	£000	£000	£000
Leicester City Council	(1,732)	3,988	2,256	(627)	(1,497)	(2,124)
Government	-	4,069	4,069	-	(245)	(245)
Leicestershire & Rutland Combined Fire Authority	(74)	82	8	(27)	(18)	(45)
Police & Crime Commissioner for Leicestershire	(232)	-	(232)	(90)		(90)
Fund Balance Allocations as at 31st March	(2,038)	8,139	6,101	(744)	(1,760)	(2,504)

Collection Fund Explanatory Notes (continued)

2. Council Tax Base

The Council's Tax Base i.e. the number of chargeable dwellings in each valuation band (adjusted for dwellings where discounts apply) converted to an equivalent number of Band D dwellings, was calculated as follows:

The total collectable Council Tax during 2019/20 was £138.8m including arrears from prior years.

The collectable Council Tax specifically for 2019/20 was £163.8m (including sums paid under the Local Council Tax Reduction Scheme). After taking into account the total amount of this reduction (£23.5m), the average number of Band D dwellings equates to 75,364. This is an increase from the 73,894 dwellings existing when the 2019/20 budget was prepared due to the net effect of the following:

- 1) Changes in discounts and exemptions allowed;
- 2) New properties;
- 3) Lower amounts of local council tax reduction granted than expected, arising from reduced claimant numbers.

Band	Estimated No. of Taxable Properties After Effect of Discount	Ratio	Band D Equivalent Dwellings	Less Band D Equivalent - LCTR Scheme Dwellings	Net Band D Equivalent Dwellings
A-	256	5/9	142	53	89
A	68,907	6/9	45,938	10,264	35,674
B	23,394	7/9	18,195	2,076	16,119
C	13,777	8/9	12,246	991	11,255
D	5,810	9/9	5,810	302	5,508
E	3,162	11/9	3,865	117	3,748
F	1,432	13/9	2,068	42	2,026
G	557	15/9	928	6	922
H	31	18/9	62	0	62
	117,326		89,254	13,851	75,403
			Less adjustments for collection rates and other adjustments.		(1,509)
Council Tax Base					73,894

Collection Fund Explanatory Notes (continued)

3. Precepts and Demands

The following sums were paid from the collection fund.

	2018/19 £000	2019/20 £000
Leicester City Council	107,948	114,696
Police & Crime Commissioner for Leicestershire	14,271	16,495
Leicestershire & Rutland Combined Fire Authority	4,635	4,924
Total	126,854	136,115

4. Income from Business Rates

Under the arrangements for business rates, the Council collects rates payable in the City, which are based on the rateable values multiplied by a uniform rate. Under the business rates pilot scheme, the total amount less certain reliefs and other deductions is shared between Central Government (25%), Leicestershire Fire Authority (1%) and the Council (74%). The relevant rates are detailed in the tables below:

	31st March 2019 £	31st March 2020 £
Non Domestic Rateable Value	305,093,296	305,198,096
	2018/19	2019/20
Non Domestic Rating Multiplier	49.3p	50.4p
Non Domestic Rating Multiplier- Small Business	48.0p	49.1p

Collection Fund Explanatory Notes (continued)

5. Collection Fund Surpluses & Deficits

The Collection Fund account shows a cumulative surplus of £2,504,479 at 31st March 2020 (£6,100,559 deficit at 31st March 2019). This has arisen due to increases in rateable value and changes in forecast for loss of business rate appeals.

The deficit arising on the Council Tax during the financial year 2019/20 will be distributed between Leicester City Council, the Police & Crime Commissioner for Leicestershire and the Leicester, Leicestershire & Rutland Combined Fire Authority in proportion to the respective precepts and demands.

Under the 75% Business Rates retention pilot scheme arrangements for 2019/20, the surplus arising on the Business Rates during the financial year 2019/20 will be shared between Leicester City Council (74%), Central Government (25%) and the Leicester, Leicestershire & Rutland Combined Fire Authority (1%).

Collection Fund Explanatory Notes (continued)

6. Contributions to Collection Fund Surpluses & Deficits

Share of Surpluses/Deficits

Council Tax

Every January, the Authority has to estimate the surplus/deficit for the collection fund at the end of the financial year.

For the Council Tax, this has to be notified to the police commissioner and the fire authority, which are entitled to receive a share of any surplus (or contribute a share towards a deficit) made in respect of Council Tax. This is detailed in the table below.

	City	Police	Fire	Total
	£000	£000	£000	£000
Estimated Surplus – Jan 2019	1,450	192	62	1,704

Business Rates

For Business Rates, this is notified to central government and the fire authority, which are entitled to receive a share of any surplus (or contribute a share towards a deficit) made in respect of Business Rates. This is detailed in the table below.

	City	Government	Fire	Total
	£000	£000	£000	£000
Estimated Deficit – Jan 2019	3,606	3,679	74	7,359

Collection Fund Explanatory Notes (continued)

7. Bad and Doubtful Debts

This table provides more detail on the bad debt write-offs and the increase in the provision for bad and doubtful debts.

Provisions	Bad Debt Provision			
	Balance at 1st April 2019	Increase/ (Decrease)	Balance at 31st March 2020	Bad Debt Write-offs In year
	£000	£000	£000	£000
Council Tax	7,089	932	8,021	1,366
NNDR	4,036	723	4,759	1,879
Total	11,125	1,655	12,780	3,245

Annual Governance Statement

Leicester City Council Annual Governance Statement 2019-20

1. Introduction

The Council is committed to good corporate governance and complies with the CIPFA/SOLACE “Delivering Good Governance Framework” (2016). The Framework requires local authorities to be responsible for ensuring that:

- their business is conducted in accordance with all relevant laws and regulations
- public money is safeguarded and properly accounted for
- resources are used economically, efficiently and effectively to achieve agreed priorities which benefit local people

This statement is produced in fulfilment of the requirements under the Accounts and Audit Regulations, 2015, to prepare an annual governance statement.

2. The Arrangements

The Council works within the governance arrangements summarised in Appendix 1, and has an approved Local Code of Corporate Governance. The following describes how the Council meets the requirements of good governance through the core principles, systems, policies and procedures it has in place. Appendix 2 demonstrates how this has been assessed to inform the Annual Governance Statement.

We have the following codes and rules:

- Constitution
- Financial Procedure Rules
- Code of Conduct for Members
- Code of Conduct for Employees
- Anti-fraud, Bribery and Corruption Policy
- Whistleblowing Policy
- Information Governance & Risk Policy

The City Mayor has set out a strategic vision containing a number of key pledges which relate to:

- A Fair City
- Homes for All
- Connecting Leicester
- Sustainable Leicester
- Health & Care
- Lifelong Learning
- A City to Enjoy
- A Safe and Inclusive Leicester

The key pledges are supported by the following key plans:

- Economic Action Plan
- Local Transport Plan (and sub plans)
- Joint Health & Wellbeing Plan
- Tourism Action Plan
- St George’s Cultural Quarter Action Plan
- Sustainability Action Plan
- Children’s Improvement Plan
- Heritage Action Plan
- Homelessness Strategy
- Air Quality Action Plan
- Flood Risk Management Strategy
- Departmental performance targets
- Budget Strategy
- Corporate Risk Management Strategy
- Local Plan
- Biodiversity Action Plan

We demonstrate good practice and ensure accountability through:

- External Audit
- Annual Financial Statements
- Annual Governance Statement
- Open Council & committee meetings with published minutes
- Compliance with CIPFA codes of Practices
- Scrutiny Committees

Leicester City Council Annual Governance Statement 2019-20 (continued)

2. The Arrangements (continued)

We show openness and engagement through the following:

- Open Council & committee meetings with published minutes
- Published Executive decisions
- Scrutiny of Executive projects through committees
- Call in periods for Executive decisions
- Public engagement through consultation, representations and petitions
- Use of social media and engagement with the press and media
- Publication of Freedom of Information Act responses and transparency data

We are supported by:

- Democratic Services including Member and Civic Support Services, who also support member development
- An Organisational Development Team, who facilitate effective development of employees
- A Communications function which includes PR, Media and Digital Media Teams
- A staff intranet and established internal communication channels, which provide

guidance to staff

- Partnership working on key priorities
- An Information Assurance Team to support our data policies
- Specialist teams offering professional advice, for example Legal, Procurement, IT and Finance

We review processes and delivery throughout the year supported by:

- Internal Audit
- External Audit
- Information Governance
- Audit and Risk Committee
- Regular reporting of capital and revenue spending during a year
- Annual review of the Local Code of Corporate Governance
- Annual review of the Assurance Framework

Additional information on many of the areas detailed above can be found on the Council's website;

www.leicester.gov.uk

3. Review of Effectiveness

The Council's review of processes enables the identification of any areas of the Council's activities where there are significant weaknesses in financial controls, governance arrangements or the management of risk. Overall, from this year's work, it can be concluded that controls are operationally sound and that the Council's financial management arrangements conform to the governance requirements of the CIPFA 'Statement on the Role of the Chief Financial Officer in Local Government'. This has been supported by the internal audit opinion which stated:

“The HoIAS will conclude Leicester City Council's control environment (its framework of governance, risk management and control) is overall adequate and effective.”

Risk management and internal control are a significant part of the governance framework and are designed to manage risk to a reasonable level. We cannot eliminate all risk of failure to achieve policies, aims and objectives however the above controls provide reasonable but not absolute assurance of effectiveness.

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, together with an update of the issues identified last year.

Issues Identified in 2018/19

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Action taken to Date
<p>Medium Term Financial Strategy – Like all local authorities, the Council's financial viability is a key concern at a time of deep funding cuts and growth in the costs of providing social care. The future funding for the Council beyond 2019/20 is still uncertain. Further to this the Government is yet to set out a plan to manage the pressures within Children's and Adult Social Care.</p>	<p>A balanced budget has been agreed for 2020/21. However, the Covid-19 pandemic has challenged a number of underlying assumptions on which it is based. The impacts of Covid-19 are being closely monitored and the Council believes it has sufficient financial resilience to enable it to live within its resources</p>
<p>2015 OFSTED Inspection - an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children's services as inadequate. A follow up inspection took place in 2017 which rated the authority as requiring improvement.</p>	<p>Following the last judgement inspection in 2017 we have in place:</p> <ol style="list-style-type: none"> 1. An independently chaired Improvement Board supported by an independent consultant who offers focused audits and reviews as directed by the Board. 2. An Improvement Plan, that addresses the 11 recommendations of that inspection <p>We had a Focused Visit in January 2019 which showed positive steps forward in our improvement journey.</p> <p>Two subsequent Annual conversations have taken place with Ofsted where continued improvement has been noted.</p> <p>We had expected a local authority children's services (ILACS) judgement Inspection this Autumn, however we expect that due to COVID-19 this is now likely to take place 2021</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, together with an update of the issues identified last year.

Issues Identified in 2018/19 Continued

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Action taken to Date
EU exit particularly in the event of no-deal being reached.	The UK has exited the EU, but the Council continues to monitor the possible impact of subsequent negotiations.
Cybersecurity – the potential for loss or compromise of IT systems and/or associated data through cyber security attacks.	<p>The Council will continue to ensure close monitoring of existing perimeter and internal security protection.</p> <p>However, during the year there has been a further implementations of audit recommendations reducing the level of risk.</p>
SEND	<p>A Joint Area Review (Care Quality Commission and Ofsted) was undertaken in May 2018 of Leicester's partnership and working arrangements across Special Educational Needs (SEND) provisions. The outcome was that there were areas of weakness (including strategic oversight; quality of Education, Health and Care Plans / EHCPs) but areas of good practice identified. As a result of the Area Review the Council and its partners (health) were required to submit a Written Statement of Action (WSOA) which was signed off by Ofsted/CQC in September 2018. The new SEND Improvement Board has oversight of the WSOA and has standing representation from statutory partners, education community and parent/ carer representation.</p> <p>The WSOA has continued to be delivered with oversight from the SEND Improvement Board. We were anticipating a revisit from Ofsted in April 2020 but this has been delayed because of COVID 19. It is likely to now take place in the Autumn of 2020.</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

Areas of significant risk or priorities for action have been identified and are detailed in the tables, along with an update of the issues identified last year.

Issues Identified in 2019/20

The areas of significant risk or priorities for action that have been identified are listed in the table:

Issue Identified	Planned Action:
<p>Medium Term Financial Strategy - Like all local authorities, the Council's financial viability is a key concern. In addition to growing social care pressures and the absence of Government spending plans beyond 20/21, we will also need to plan for permanent changes in the way we provide services as a consequence of the Covid pandemic</p>	<p>The Council is monitoring the impact of Covid-19 closely and will review its approach to future budgets.</p>
<p>Covid-19 Pandemic – like all local authorities, the Council has been affected by the pandemic in various ways, including:</p> <ul style="list-style-type: none"> • Providing additional services to support the city during the pandemic. • Assessing the long-term impact of the pandemic on the local economy. • In year and future financial impacts. <p>Maintaining good governance and effective scrutiny nonetheless remains essential.</p>	<p>The Council has and will:</p> <ul style="list-style-type: none"> • work with local communities to ensure the services being delivered support the most vulnerable in our community. • assist local business to get support, including grant schemes managed by the Council. • ensure that flexible working remains subject to proper financial controls and good governance. <p>This work will continue to be reported to scrutiny committees.</p>

Leicester City Council Annual Governance Statement 2019-20 (continued)

4. Conclusion

We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

The Council had the following governance arrangements in place during 2019/20.

SUMMARY OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS

Mayor, Executive and Council

- Provide leadership, develop and set policy
- Key risks are considered by the Executive quarterly

Decision making

- Decisions are recorded on the Council's website
- There is a period of grace in which decisions are open to review

Risk management

- Risk registers identify both operational and strategic risks
- Key risks are considered by Corporate Management Team quarterly

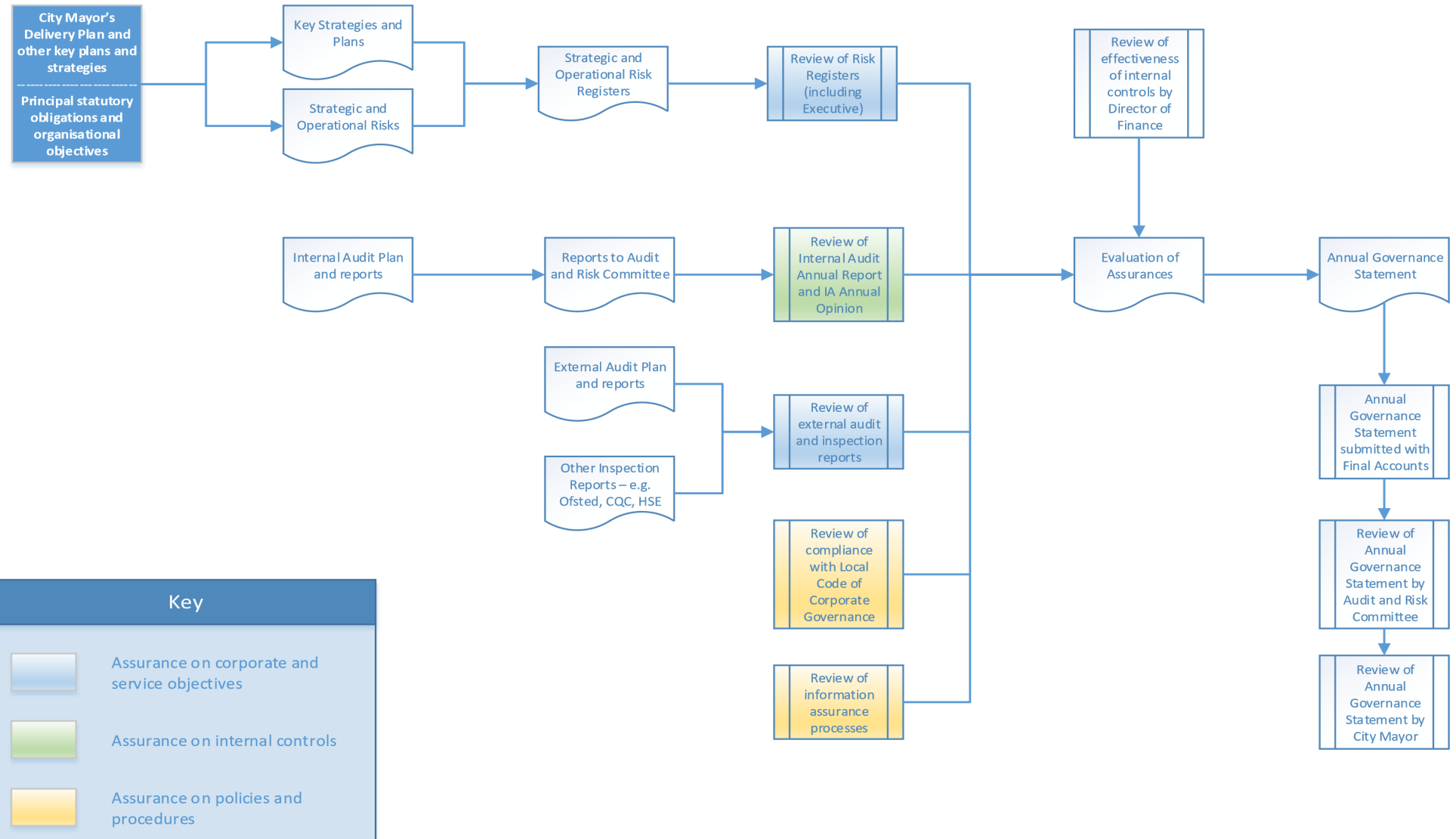
Scrutiny and review

- Scrutiny committees review Council policy and can challenge decisions
- Audit and Risk Committee approves the annual accounts and reviews policies & procedures that ensure good governance of the Council. It also approves the Internal Audit Annual Report and opinion

Corporate Management Team (CMT)

- Provides service level management and interface with the political leadership
- Head of Paid Service is the Chief Operating Officer, who is responsible for all Council staff and for leading an effective CMT
- Director of Finance is the s.151 Officer and is responsible for safeguarding the Council's financial position and ensuring value for money
- Monitoring Officer is the City Barrister & Head of Standards who is responsible for ensuring legality and promoting high standards of public conduct
- CMT includes all strategic and divisional directors

The following diagram, shows how the Council has assessed its governance arrangements to inform the Annual Governance Statement



Glossary

Glossary

This Glossary explains terms that may be encountered in discussion of Local Government finance. Definitions are intended to assist a general audience, rather than reflecting exactly the technical sense in which the terms are used.

Academies

Publicly funded schools, independent of Local Authority control, held accountable directly to the Government.

Accountable Body

An accountable body is an organisation which takes financial responsibility for the management of funds which comprise of contributions from multiple organisations; the fund itself is not a legal entity.

Accounting Policies

Those principles, bases, conventions, rules and practices applied by an entity that specify how the effects of transactions and other events are to be reflected in the financial statements through recognising, selecting measurement bases for, and presenting assets, liabilities, gains, losses and changes in reserves. Accounting policies do not include estimation techniques.

Accruals

The concept that items of income and expenditure are recognised as they are earned or incurred, not as money is received or paid.

Actuarial Basis

The estimation technique applied when estimating the liabilities to be recognised for defined benefit pension schemes in the financial statements of an organisation.

Amortisation

The reduction in an amount carried on the Balance Sheet by the regular debiting or crediting to an Income and Expenditure Account.

Appropriation

The process of transferring balances from revenue to reserves and vice versa.

Asset

A resource controlled by the authority, as a result of past events and from which future economic benefits are expected to flow to the authority.

Assets Held for Sale

These are assets which are very likely to be sold within 12 months of the balance sheet date. They are therefore classified as Current Assets.

Audit of Financial Statements

An audit is an examination by an independent expert of the authority's financial affairs to check that the relevant legal obligations and codes of practice have been followed.

Balance Sheet

The Balance Sheet shows the assets and liabilities of the Authority.

Bonds

Investment in certificates of debts issued by a Government or company. These certificates represent loans which are repayable at a future date with interest.

Budget

The financial plan reflecting the Council's policies and priorities over a period of time.

Capital Expenditure

Expenditure on the purchase, construction or enhancement of major items which have a lasting value to the authority.

Capital Financing

The raising of money to pay for capital expenditure. There are various methods of financing capital expenditure including borrowing, direct revenue financing, usable capital receipts, capital grants, capital contributions and revenue reserves.

Glossary (continued)

Capital Financing Requirement

Reflects the authority's level of debt relating to capital expenditure.

Capital Programme

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

Capital Receipts

Money the Council receives from selling assets (buildings, land etc.). Capital receipts from the sale of housing assets cannot be used entirely to fund new capital expenditure; a proportion must be paid to government.

CIPFA (Chartered Institute of Public Finance and Accountancy)

The principal accountancy body dealing with local government finance.

Code of Practice on Local Authority Accounting (The Code)

A publication produced by the Chartered Institute of Public Finance and Accountancy (CIPFA) that provides comprehensive guidance on the content of a Council's Statement of Accounts.

Collection Fund

A separate fund recording the expenditure and income relating to Council Tax and NNDR.

Community Assets

Assets that the Council intends to hold in perpetuity, that have no determinable useful lives and that may have restrictions on their disposal. Examples of community assets are parks and historic buildings.

Community Schools

Schools which the Council run, employ the staff and normally owns and maintains the land and buildings (with the exception of PFI schools).

Comprehensive Income and Expenditure Statement

This Statement reports the net cost of all services and functions for which the authority is responsible.

Contingent Liabilities

Liabilities which may or may not occur in the future. They often depend on future events for which the outcome cannot be predicted. Due to their uncertainty they do not appear in the balance sheet.

Council

The Council comprises the City Mayor and all elected Councillors who represent the various electoral divisions.

Council Tax

This is a tax, which is levied on the broad capital

value of domestic properties, and charged to the resident or owner of the property.

Council Tax Base

This is a figure that expresses the total band D equivalent properties. The amount to be funded by Council Tax is divided by this, and charges for all other bands of property are based on this charge.

Council Tax Precept

The amount of income due to Leicestershire Police Authority and Leicester, Leicestershire and Rutland Combined Fire Authority from the Council, who are responsible for billing Council Tax.

Creditors

Amounts owed by the Council for work done, goods received or services rendered but for which payment has not been made by the end of the financial year.

Debits and Credits

A debit represents expenditure against an account and a credit represents income to an account.

Glossary (continued)

Debtors

Amounts due to the Council but unpaid at the end of the financial year.

Dedicated Schools Grant

A ring-fenced grant from the government that has to be used to fund the delegated budget of each school, together with certain items of related central expenditure.

Deficit

Arises when expenditure exceeds income or when expenditure exceeds available budget.

Depreciation

The term used to describe the charge made for the cost of using tangible fixed assets. The charge for the year will represent the amount of economic benefits consumed (i.e. wear and tear).

Direct Revenue Financing

The cost of capital projects that is charged against revenue budgets.

Equities

Ordinary shares in UK and overseas companies traded on a stock exchange. Shareholders have an interest in the profits of the company and are entitled to vote at shareholder's meetings.

Expenditure and Funding Analysis

This statement shows how annual expenditure is used and funded from resources by the Council in comparison to those resources consumed or earned by authorities in accordance with generally accepted accounting practices.

Fair Value

The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Finance Lease

A lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.

Financial Instruments

Financial instruments are formally defined in the Code as contracts that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

Financial Reporting Standards (FRSs)

Statements prepared by the Financial Reporting Council. 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.

General Fund

The Council's main revenue account, covering the net cost of all services other than Council housing.

Going Concern

The going concern accounting concept assumes that the organisation will not significantly curtail the scale of its operation in the foreseeable future.

Government Grants

Payment by Government towards the cost of local authority services. These are either for particular purposes or services (specific grants) or in aid of local services generally (formula grant).

Housing Benefits

A system of financial assistance to individuals towards certain housing costs administered by local authorities and subsidised by central government.

Glossary (continued)

Housing Revenue Account (HRA)

A separate account to the General Fund which includes the expenditure and income arising with the provision of housing accommodation by the Council. The HRA is ring-fenced: no cross subsidy is allowed between the HRA and the General Fund in either direction.

Impairment Loss

A material reduction in the value of fixed assets outside the normal periodic revaluations.

Internal Audit

An independent appraisal function established by the management of an organisation for the review of the internal control system as a service to the organisation.

International Financial Reporting Standards (IFRSs)

These are guidelines for the production of financial statements. Many of these now apply to local authorities and departure from these must be disclosed in the published accounts.

International Financial Reporting Interpretations Committee (IFRIC)

Aims to provide guidance on newly identified financial reporting issues not specifically dealt with in IFRSs.

Inventories

Comprises; goods or other assets purchased for resale; consumable stores; raw materials and components purchased for incorporation into products for sale; products and services in intermediate stages of completion, long term contract balances and finished goods.

Investments

An asset which is purchased with a view to making money by providing income, capital appreciation or both.

Joint Venture

An organisation for which the Council has partial control and ownership, but decisions require the consent of all participants.

Leasing

A method of financing the acquisition of assets, notably equipment, vehicles and plant. This is normally for an agreed period of time, up to several years.

Liabilities

An obligation to transfer economic benefits. Current liabilities are payable within one year.

LOBO Loans

Lender Option, Borrower Option loans. This is a loan in which the lender can, at a predetermined

time, request to change the interest rate at which the loan is being charged. If the borrower does not agree to the rate change, the borrower then has the option to repay the loan.

Local Council Tax Reduction Scheme

System of granting means-tested Council Tax discounts and exemptions depending on personal taxpayer circumstances.

Long Term Borrowing

Loans raised to finance capital spending which have to be repaid over a period in excess of one year from the date of the accounts.

Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of the financial statements as a whole.

Minimum Revenue Provision (MRP)

A minimum amount, set by law, which the Council must charge to the income and expenditure account, for debt redemption or for the discharge of other credit liabilities (e.g. finance lease).

Glossary (continued)

Movement In Reserves Statement

This statement shows the movement in the year on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that be applied to fund expenditure or reduce local taxation) and other reserves.

National Non-Domestic Rate (NNDR)

Represents the rate of taxation on business properties. Central Government have the responsibility for setting the rate and Local Authorities are responsible for the billing and collection of the tax. Income is shared between Central Government, the Council and Leicestershire Fire authority.

Net Book Value

The amount at which non-current assets are included in the balance sheet. It represents historical cost or current value less the cumulative amounts provided for Depreciation or Impairment.

Net Expenditure / Net Cost of Service

The actual cost of a service to an organisation after taking account of all income charged for services provided.

Non-Current Assets

Assets that yield benefits to the Council for a period of more than one year, examples include land, buildings and vehicles.

Operating Lease

A lease where an asset is used only for a small proportion of its economic life.

Operational Assets

Fixed assets held and occupied in the pursuit of strategic or service objectives.

Outflow

This represents cash going out of the Council.

Precept

An amount charged by another authority to the Council's Collection Fund. There are two preceptors on Leicester's collection fund: the Police and Crime Commissioner and the Leicestershire & Rutland Combined Fire Authority.

Prior Period Adjustments

These are material adjustments relating to prior year accounts that are reported in subsequent years and arise from changes in accounting policies or from the correction of fundamental errors.

Private Finance Initiative (PFI)

An initiative for utilising private sector funding to provide public sector assets.

Provision

An amount of money set aside in the budget to meet liabilities that are likely or certain to arise in the future, but which cannot be quantified with certainty.

Public Works Loan Board (PWLB)

A government agency providing long and short-term loans to local authorities. Interest rates are generally lower than the private sector, and slightly higher than the rates at which the Government may borrow.

Remuneration

All sums paid to or receivable by an employee and sums due by way of expenses allowances and the monetary value of any other benefits received other than in cash. Pension contributions payable by either employer or employee are excluded.

Revaluation Reserve

This reserve contains revaluation gains on assets recognised since 1 April 2007 only, the date of its formal implementation.

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In-depth insight into the impact of Covid-19 on financial reporting in the local government sector

June 2020

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Introduction

Local authorities across the country are now working in an environment that is completely different to the one they were in just months ago as the Covid-19 pandemic continues to impact their daily operations. In such uncertain times, now more than ever communities will be looking towards local authorities to do what they do best, providing essential local public services and particularly care and support to the most vulnerable members of our society.

The virus and measures taken to contain it have undoubtedly impacted financial and economic activity and the effects will not be contained to the 2019/20 and 2020/21 financial years but will be felt for a considerable time. This has several ramifications that local authorities will need to carefully consider in preparing and finalising their 2019/20 Narrative Report, financial statements and Annual Governance Statement.

For the year end 31 March 2020, effects of Covid-19 will need to be taken into account in measuring assets and liabilities at the balance sheet date. There may also be additional, non-adjusting, post balance sheet events relating to the ongoing pandemic that require disclosure in 2019/20 financial statements. For those local authorities yet to conclude their financial statements for years prior to 2019/20, the emergence of new information about Covid-19 and its impact is a non-adjusting post balance sheet event requiring disclosure in those financial statements.

The aim of this report is to help officers and elected members identify points they should consider when assessing and reporting the impact of Covid-19 on their authority. Each authority will be impacted in different ways and will need to make their own assessment of the impact on their financial statements. However, we have identified some of the key challenges for the sector, along with the potential financial reporting and regulatory impact, to support preparers of local authority accounts navigate through some of these key issues. We have also included a number of useful links to other resources.





Executive summary

As a nation we are likely to feel the societal and financial consequences of the Covid-19 pandemic, and the measures to contain and mitigate its effects, for years, and possibly decades, to come.

The extraordinary events we are living through follow a decade of austerity, triggered by the financial crisis of 2008/09, which had already placed considerable strain on local authorities' finances. Increased demand for many local public services, directly related to the outbreak of the virus, has placed immediate pressure on authorities' cash flows and expenditure budgets. The longer-term consequences of recession and unemployment on demand for services have yet to be experienced.

At the same time, several important sources of local authority income including Council Tax, Non-domestic (business) rates, fees and charges, rents and investment returns have, to a greater or lesser extent, been subject to reduction or suspension. This perfect storm of conditions presents a real threat to the financial sustainability of the sector. Now, more than ever, strong political and executive leadership is needed to re-establish priorities, review strategies and medium-term financial plans and ensure that public funds are being used as efficiently and effectively as possible. A balance has to be struck between responding to the needs of residents and businesses in a timely manner, protecting the most vulnerable and ensuring appropriate measures and controls around financial management are in place to mitigate against future 'financial shock'. In doing so, iterative scenario planning will help officers and elected members to take informed decisions at key stages, revisiting and revising plans along the way. Grant Thornton's 'Financial Foresight' model, developed in collaboration with CIPFA, can help local authorities bring together future spend forecasts with future income streams and combine this with placed based data to reflect the impact of local demographic and economic changes. Narrative reports, as presented in local authorities' statements of accounts, provide an important platform to communicate key information relating to the external environment, risks and opportunities, financial outlook and plans for dealing with potential budget shortfalls. Within the report we explore key considerations for local authority Narrative reports arising from the pandemic.

Local authorities hold a wide range of statutory and non-statutory receivables, including Council Tax and Non-domestic rate debtor balances, trade receivables, loans receivable and bank balances. Measures taken to control Covid-19 are leading to heavy economic losses and this has and will continue to affect collection rates, as some individuals and businesses experience financial effects of the pandemic. In preparing financial statements authorities will need to consider the recoverability of debt and the potential need to recognise impairments.

The uncertainties created by the pandemic have also significantly increased volatility and uncertainty in markets. In this environment it is important to maintain regular dialogue with management experts where they have roles in relation to asset valuations used in the preparation of accounts. This applies not only to non-current operational and non-operational property assets held by authorities, but also to investment properties, financial assets and many assets held by pension funds. Additional disclosures in financial statements in relation to major sources of estimation uncertainty may prove to be necessary.

We hope that you find our report insightful and helpful in preparing your accounts in this new reality.

Operational challenges and the related financial reporting/regulatory impact

Operational challenge Related financial reporting/regulatory impact

Increase in demand from service recipients both in the short and long-term

Financial sustainability and use of reserves – This is clearly a significant challenge for the majority of local authorities. Ten years of austerity has severely stretched finances across the sector, leaving many with depleted reserves as they seek to manage the delicate balancing of demand-led pressures and available resources. The challenges associated with Covid-19 are unprecedented in modern times and as well as increasing demand for a wide range of services including adult social care, children’s social care, services for the homeless, public health and support for the vulnerable it resulted in immediate pressures on local authority cash flows. The pandemic has heightened uncertainty and will continue to impact into the longer term.

Local authorities want to support service recipients as best as they can, however it is essential to consider long-term financial sustainability and ensure that reserves are not depleted to levels that put authorities in danger of insolvency. Priorities need to be established, and kept under review, and strategies will need to be re-worked to ensure that funds are being used as efficiently and effectively as possible. In doing so, iterative scenario planning will help officers and elected members to take informed decisions at key stages, revisiting and revising plans along the way.

In extreme circumstances some local authorities may be considering issuing notices under s114 of the Local Government Finance Act 1988. A s114 notice can have serious operational implications, including bringing a halt to all non-statutory expenditure, potentially hindering the response to the pandemic. The Ministry of Housing Communities and Local Government (MHCLG) has urged any local authorities with serious concerns about its financial sustainability to approach the department in the first instance.

Local authorities are required to publish a narrative report with the financial statements, providing information on the authority (including any group interests), its main objectives and strategies and the principal risks it faces. The impact of the pandemic will need to be taken into account in drafting the 2019/20 report and further commentary on the issues which may need to be addressed is included on page 13 of this report.

Operational challenge **Related financial reporting/regulatory impact**

Reduction in key sources of income

Impairment of statutory and non-statutory debt – At the same time as responding to new challenges in providing vital public services, local authorities are also faced with a significant squeeze on several of their sources of income.

Income from fees and charges, rental income, returns on investments including interest and dividends have all been affected to a greater or lesser degree, with significant uncertainty over the timing and extent to which these sources of income will return to pre-Covid-19 levels.

Measures taken to control the pandemic are leading to heavy economic losses and most large economies will see unprecedented falls in economic output. Increasing levels of unemployment and reducing tax revenues associated with global recession will affect collection rates for Council Tax and Non-domestic rates as individuals and businesses experience the financial effects of the pandemic, resulting in further pressure on authorities' cash flows and finances.

In preparing 2019/20 financial statements, authorities will need to take into account the potential for impairment of statutory Council Tax and Non-domestic rate debtor balances. Assessment of impairment needs to take place for both individually significant debtors, and also collectively for balances that are not individually significant. Observable data indicating a measurable decrease in estimated future cashflow, for example an increase in the number of delayed payments, should be taken into account. Recent historical loss experience across aged debt may also need revision where current information indicates the historical experience doesn't reflect current conditions. Experience following the 2008/09 financial crisis may prove to be a useful reference point, given the ensuing recession conditions.

IFRS 9 *Financial Instruments* is adopted by the Code of Practice on Local Authority Accounting ('the Code') and includes a three-stage impairment model which is applicable to financial assets including trade receivables, loan receivables, deposits and other debtors. IFRS 9 requires that forward-looking information (including macro-economic information) is considered both when assessing whether there has been a significant increase in credit risk and when measuring expected credit losses. The Covid-19 pandemic is likely to have caused significant deterioration in the credit quality of some businesses – this clearly varies from sector to sector with, for example, the hotel industry more severely affected than say the grocery sector. Authorities should re-assess expected credit losses in light of the pandemic, as the probability of losses occurring is likely to have increased.

Operational challenge **Related financial reporting/regulatory impact**

Closure of local authority offices, premises and facilities

Valuation of non-current assets – The Code requires that where assets, including Council dwellings and operational land and buildings, are revalued to ‘current value’ the revaluations shall be sufficiently regular to ensure that carrying amounts do not differ materially from current value at the end of the reporting period. Surplus assets and investment properties are required to be measured at fair value, reflecting market conditions at the end of the reporting period.

We note a significant increase in volatility and uncertainty in markets following the outbreak of Covid-19. RICS has issued a Valuation Practice Alert following the pandemic, and we are aware a significant number of valuers are including ‘material valuation uncertainty’ disclosures within their reports. Our expectation is that authorities will assess the impact of such comments, taking account of the requirement of Code paragraph 3.4.2.90 to provide appropriate disclosure in their financial statements in relation to major sources of estimation uncertainty.

Where such comments are included in management’s experts’ reports, and appropriate disclosure is correspondingly included within financial statements, auditors are likely to consider the need to include an ‘emphasis of matter’ paragraph within their audit report. An emphasis of matter paragraph is not a qualification or modification of the auditor’s report. It is used to draw the reader’s attention to a matter that has been appropriately presented or disclosed in the financial statements and which, in the auditor’s judgement, is of such importance that it is fundamental to the users’ understanding of the financial statements.

Onerous leases and other onerous contracts – It is uncertain as to when the lockdown restrictions may be lifted and when local authority premises can feasibly re-open, due to availability of staff and ability to implement required social distancing measures. Where premises are not owned but are being rented, authorities will need to consider the unavoidable costs of meeting the obligations under the contract exceed the economic benefits expected to be received and whether an onerous lease provision is required. This is equally applicable to other contracts the authority might have where, especially due to the pandemic, the unavoidable costs of meeting their obligations under the contract exceed the economic benefits expected to be received under it. See section 8.2 of the Code for further detail.

Inventories – Authorities will need to consider whether at the reporting date the value of any stock needs to be written down, particularly for items which may not be used within their shelf-lives or other conditions which might make them unusable or mean they have a reduced value when lockdown restrictions are eased.

Operational challenge **Related financial reporting/regulatory impact**

Pausing significant projects

Capital projects – In applying the Code, authorities capitalise directly attributable costs of items of property, plant and equipment as an asset on the Balance Sheet if and only if it is probable that future economic benefits or service potential associated with the item will flow to the authority and the cost can be measured reliably.

Costs relating to schemes that are discontinued or abortive costs should be excluded from capitalisation. An authority will capitalise expenditure while it is reasonably assured that operative property, plant and equipment will eventually be constructed or acquired. This expenditure could remain on the balance sheet even while work on a scheme is suspended, provided that the outcome of the expenditure to date can be mothballed and there is sufficient certainty that the scheme will be reactivated within a reasonable timescale. Where an authority is not reasonably assured that a scheme will proceed, costs should be written off within service expenditure in the comprehensive income and expenditure statement.

Grant income – For any grants received or due to be received, local authorities may need to re-assess whether they can fulfill the performance measures or requirements of the grants, particularly where the activities have had to be adapted to the current circumstances and resources re-allocated. These might include achieving certain levels of output or using the grant within a specified time period, which may no longer be possible.

The Code adapts IAS 20. Grants and contributions are required to be recognised as income, except where an authority has not complied with any attached conditions.

If funding bodies make changes to the conditions set out in existing agreements then authorities will need to re-assess the recognition of grants in the financial statements.

Managing cashflow to meet liabilities as they fall due

Going concern – The Code requires local authorities, that can only be discontinued under statutory prescription, to prepare their financial statements on a going concern basis.

The international financial reporting framework on which the Code is based still requires disclosure of material uncertainties related to events or conditions that may cast significant doubt upon entities ability to continue as a going concern. In view of the Covid-19 pandemic, and pressures on local authority finances, consideration of this requirement will come into sharper focus in audits of 2019/20 financial statements and further commentary on the issues which may need to be addressed is included on page 14 of this report



Government support schemes – considering the accounting implications

The government has announced a variety of packages to support local authorities, businesses and individuals following the outbreak of Covid-19. In recognition of the essential role that councils have to play in the nation's response to the pandemic, MHCLG announced £1.6 billion of initial emergency funding to the sector on 20 March 2020 and a further £1.6 billion on 18 April 2020.

Councils also have a key role to play in distributing coronavirus grants to small and medium sized businesses. By 17 May 2020 the sector had distributed over £9.5 billion of grant funded by the Department for Business, Energy and Industrial Strategy (BEIS) via nearly 800,000 grant payments.

Note, the government support provided is changing regularly and the details of entitlement and how any claims will be settled are still being developed.

Government scheme

Covid-19 emergency funding for local government

MHCLG made available emergency funding to support local authorities in meeting increased demand for adult social care, children's social care, additional support for the homeless and those at higher risk of severe illness from Covid-19.

Initial funding of £1.6 billion was announced on 20 March and paid prior to the end of the 2019/20 financial year, on 27 March. An additional £1.6bn was announced early in the 2020/21 financial year, on 18 April.

Covid-19 grants to small and medium businesses

In the Budget delivered to Parliament on 11 March 2020, the Chancellor announced all businesses eligible for Small Business Rates Relief and Rural Rates Relief would receive a grant of £3,000 to help with the impact of Covid-19.

Subsequently the scheme was expanded to include businesses in the retail, hospitality and leisure sectors and the amount of grant increased to £10,000 for businesses with a rateable value under £15,000 and to £25,000 for businesses with a rateable value between £15,000 and £51,000.

On 1 May BEIS announced a Local Authority Discretionary Grants Fund, aimed at small and micro businesses not eligible for the earlier schemes, with funding of up to 5% of the small businesses and retail, hospitality and leisure schemes available.

Accounting considerations

Government grants

In line with the Code, Government grants represent "assistance in the form of transfers of resources to an authority in return for past or future compliance with certain conditions relating to the operation of activities."

Section 2.3 of the Code sets out the required accounting treatment for government grants.

Government grant income should be recognised when there is reasonable assurance that the recipient authority will comply with attached conditions and that the grant will be received.

The government has confirmed that this emergency funding has been provided on an un-ringfenced basis and as such it should be credited to the comprehensive income and expenditure statement as income immediately in the relevant financial year, in accordance with 2.3.2.9 of the Code. Authorities should also note the disclosure requirements set out at 2.3.4.

Principal and agent transactions

The eligibility criteria for these schemes are set out in government guidance and local authorities which are billing authorities are required to use their business rates information system to identify the properties that meet the eligibility criteria and pay over the grants to businesses. Local authorities are reimbursed by government for the grant payments made using a grant under section 31 of the Local Government Act 2003.

Billing authorities will need to assess whether they should be accounting for the s31 grants paid to them by BEIS and the distribution of the grants to eligible businesses, as either principal or agent transactions in accordance with Section 2.6 of the Code and the principles set out in paragraphs B34-B38 of IFRS 15.

Where billing authorities have no control over the amount to be awarded, there is no mandatory application process, eligibility is related to business status and billing authorities only have discretion not to award the grant until they identify the correct recipient then these features may indicate that authorities are not acting on their own behalf, but as agents of BEIS.

Paragraph 2.6.2.4 of the Code requires that where an authority acts as an agent, transactions will not be reflected in an authority's financial statements, with the exception in respect of cash collected or expenditure incurred by the agent on behalf of the principal. In these cases a debtor or creditor will be recognised and the net cash position included in financing activities in the cash flow statement.

Government scheme

Expanded Retail Discount – 100% business rates relief

In response to the coronavirus pandemic, in the Budget on 11 March the Government announced that it would increase the Business Rates Retail Discount to 100% for 2020/21 and extend it to include the leisure and hospitality sectors.

Following the announcement on 23 March 2020 of further measures to limit the spread of coronavirus, the Government confirmed that some of the exclusions for this relief have been removed, so that retail, leisure, and hospitality properties that have had to close as a result of the restriction measures will now be eligible for the relief.

Accounting considerations

Collection Fund

The collection fund statement is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate fund in accordance with Section 89 of the Local Government Finance Act 1988. The fund 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.

For 2019/20 and 2020/21, we would expect non-domestic rates income credited to the Collection Fund to represent amounts receivable, net of any discretionary and mandatory reliefs.

Government grants

The Government has indicated that it will fully reimburse local authorities for the local share of the discretionary relief granted under section 47 of the Local Government Finance Act 1988 (as amended), using a grant under section 31 of the Local Government Act 2003.

Local authorities will have completed their NNDR1 for 2020/21 already. Therefore, billing authorities will provide a further and separate estimate of their likely total cost for providing the 100% extended relief in 2020/21.

We would expect authorities to recognise these s31 grants as a credit to General Fund via the 'Taxation and non-specific grant income' line of the Comprehensive Income and Expenditure Statement.

Significant financial reporting issues to consider



Covid-19 is likely to have a significant impact on a number of other areas:

Narrative report

Additional disclosure is likely to be required around Covid-19 in most areas of the narrative report, with particular consideration given to providing information on:

- the external environment and significant changes to services and key objectives
- any significant changes to governance arrangements as a result of lockdown controls, cross-referencing to the Annual Governance Statement where appropriate
- risks and opportunities, this could include key risks and uncertainties in relation to future service provision, including financial risks, risks arising from the financial performance of subsidiaries and investments in other entities, risk mitigation measures, the acceleration of digital access to services
- the outlook for the authority including factors that may affect future cash flows, details of known future budget pressures or changes in resources and the authority's plans for dealing with any shortfalls.

Whilst it isn't possible to predict the ultimate extent and duration of the pandemic, or its wider impact on the economy, stakeholders will look to authorities to use best endeavors to explain the specific known impacts on their organisation to date, as well as the anticipated future impacts under different scenarios. The specific areas affected by uncertainty are discussed below in more detail, however we would expect that many authorities will have to reconsider their strategies and outlook going forward given the significant impacts of Covid-19. Further, measures to contain the pandemic have likely put pressure on governance processes and on elected members in discharging their responsibilities.

Accordingly, apart from the specific aspects of the narrative report detailed below, we would expect the report to include detailed and specific explanations of the current impact of Covid-19, how the authority has responded and the resilience of the organisation in the face of longer-term uncertainty.

Future plans and activities

This is an area which will require significant consideration by authorities as strategies are likely to have changed from those previously agreed and planned for. As noted above, whilst it isn't possible to predict the ultimate long-term impact of the virus, disclosure is required regarding the current impact as well as the anticipated future impact and how their strategies have had to change in light of the current pandemic.

Financial review and outlook

Consistency between the narrative report and amounts recorded in the financial statements, as well as the adequacy of disclosures made in the financial statements, is important. Authorities will need to ensure appropriate disclosure of material movements in amounts recorded is provided.

In line with paragraph 3.1.1.15 of the Code authorities are required to provide sufficient information to allow the reader to assess the future sustainability of the organisation including cash flows during the year and the factors that may affect future cash flows, information on the authority's key commitments and details of known future budget pressures, or changes in resources, and the authority's plans for dealing with any shortfalls.

Reserves

This is an area which is likely to be affected by the pandemic and some authorities may have to reduce their reserves to below their original target level. Authorities are required to include a description of the nature and purpose of their reserves either in the narrative report or with the financial statements themselves and additional commentary may be required in authorities' 2019/20 statement of accounts.

Risks and opportunities

Stakeholders will be especially interested in the authority's risk assessment regarding the impact of Covid-19 and the actions the authority has taken or is planning in response to the pandemic. The narrative report should include key risks and uncertainties in relation to future service provision and associated risk mitigation measures. Where there is a potential material impact on the authority's operational model or performance further details of the future outlook, risks and uncertainties should be provided. The report should be balanced and achievements and opportunities, for example in relation to rolling out digital access to the authority's services should also be addressed.

When disclosing principal risks and uncertainties, authorities should consider the specific resources, assets and relationships that are most at risk and the mitigating steps being taken to protect them. The principal risks and uncertainties would be expected to include the aspects which may be crucial to an authority's ability to withstand the various market and operational disruptions and rebuild when the opportunity arises. For example, risks and uncertainties arising from the disruption of service operation, the potential loss of key sources of income or the absence of key individuals.

Governance

The Code requires that where there have been significant changes in, or issues around, governance arrangements during the year, these should be highlighted in the narrative report. Paragraph 3.7.4.3 of the Code extends requirements in relation to the Annual Governance Statement to include significant events or developments relating to the governance system that occur between the reporting date and the date on which the statement of accounts is signed by the responsible financial officer.

Social distancing measures and staff absences are likely to have had a significant impact on authorities' governance arrangements. MHCLG laid regulations before Parliament in April 2020 to provide flexibility in relation to local authority and police and crime panel meetings held between 4 April 2020 and 6 May 2021. These regulations provide for remote access to meetings of local authorities by members of a local authority and by the press and public. The regulations also enable local authorities to hold and alter the frequency and occurrence of meetings without requirement for further notice and they disapply provisions requiring local authorities to hold annual meetings.

Given the fundamental importance of local democracy, openness and transparency, accountability and the overarching responsibility to serve the public interest we would expect authorities to describe the new arrangements they have put in place to hold meetings virtually, allow elected members to fully engage in taking key decisions and allow for public participation, within their Annual Governance Statement.

Going concern

Local authorities can only be discontinued under statutory prescription and as such should continue to prepare their financial statements on a going concern basis. In preparing their financial statements authorities are required to disclose material uncertainties related to events or conditions that may cast significant doubt upon their ability to continue as a going concern. In view of the Covid-19 pandemic and pressures on local authority finances, consideration of this requirement will come into sharper focus in audits of 2019/20 financial statements.

Going concern and any associated material uncertainties will need significant consideration and may have an impact on the audit report, narrative reporting and accounting policy disclosures in the accounts.

Some key areas to consider around going concern are:

- **Forecasting** – Forecasts will need to be revisited in light of the current circumstances and a variety of sensitivities and stress testing performed. Authorities should ensure that cash forecasts cover a period up to at least 12 months after

the date of approval of the audited financial statements, and base these on cash flows. If any government support schemes are included in forecasts these should only be included up to the point that the government have committed to date.

- **Material uncertainties** – Although expected to be unusual in a local government context, paragraph 25 of IAS 1 requires that when management is aware of material uncertainties related to events or conditions that may cast significant doubt upon the entity's ability to continue as a going concern these shall be disclosed within the financial statements.

Significant judgements and estimation uncertainty

Many areas of the financial statements involve management's judgements and assumptions as of the reporting date. Disclosures of significant judgements and areas of material estimation uncertainty should be focused, sufficiently detailed and up to date to reflect the current situation and any changes in underlying assumptions and sources of estimation uncertainty.

Careful consideration should be given to areas where management has made assumptions and taken judgements which are highly sensitive and have a material impact on amounts recognised and disclosed in the statements.

Valuation of investment property

The Code requires investment property to be measured at fair value, reflecting market conditions at the end of the reporting period. As with operational and surplus property valuations, investment property valuations are being impacted by current market uncertainty created by the Covid-19 pandemic. This has led RICs to instruct all of its member firms to consider including additional disclosure within valuation reports where valuations are therefore reported on the basis of 'material valuation uncertainty' as per VPS 3 and VPGA 10 of the RICS Red Book Global. Where this is the case valuers advise that less certainty and a higher degree of caution should be attached to valuations than would normally be the case.

Where such disclosure is included in management's experts' reports, and appropriate disclosure is correspondingly included within financial statements, auditors are likely to consider the inclusion of an 'emphasis of matter' paragraph within their audit report. An emphasis of matter paragraph is not a qualification or modification of the auditor's report and is used where a matter is appropriately presented or disclosed in the financial statements that, in the auditor's judgement, is of such importance that it is fundamental to users' understanding of the financial statements.

Management's experts' reports may also include additional caveats or limitations beyond the material uncertainty mentioned above. For example, the expert may not have been able to physically attend a property when forming their valuation. This limitation will be carefully considered by the auditor to determine whether the scope limitation stops the expert being able to produce an appropriate valuation. If appropriate valuations are unable to be produced auditors will need to consider whether modification of their audit reports is necessary.

Impairment

There are many areas of the financial statements which will need to be assessed for impairment considering the financial impact of the pandemic. At each reporting date, management must assess whether there is any indication that an asset may be impaired.

To put this into context for the local authority sector we have highlighted some key areas below where impairment assessments may be necessary in the current climate.

Non-current assets

Many authorities are currently going through a period of significant disruptions due to the lockdown as well as changes in the wider external economic and financial markets, which has resulted in significant changes to their operations, therefore undoubtedly authorities may be holding assets which become less utilised.

Further, it is important to note that where demand for an authority's services significantly decreases or ceases, this may be a trigger that the assets used to provide those services are impaired. Similarly, major social, demographic or environmental changes may have an impact on the number, nature or needs of an authority's service recipients and may therefore also provide an indicator of impairment.

Both IAS 36 and the Code require non-financial assets such as property plant and equipment (including PPE measured at historic cost at current value or at fair value, and whether owned, leased, financed via PFI or donated), intangible and heritage assets to be impaired if their carrying value exceeds their recoverable amount, with the recoverable amount being the higher of fair value less costs of disposal (FVLCD) and value in use (VIU).

It is not always necessary to determine both an asset's FVLCD and its VIU as, if either amount is equal to or exceeds the asset's carrying amount, then the asset is not impaired. The VIU of an asset held by a local authority is the present value of the asset's remaining service potential, or the present value of the future cash flows expected from cash generating assets.

It is important to note that most local authorities hold assets primarily to provide services rather than for generating cash flows. In such circumstances, it would be inappropriate to measure VIU by reference to the asset's cash flow and appropriate to instead measure it as the present value of the asset's service potential (VIU-SP).

The Code notes that impairment may also be due to physical damage, obsolescence breakage, a commitment to a significant reorganisation, or other factors. In the current climate the indicators of impairment are likely to be much wider and manifest in a number of ways through external and internal sources of information.

Furthermore, the reliability of valuations is affected by the volatility of the economic environment and various markets, including the property market. On-site valuations are harder to achieve with social distancing measures in place. For those assets under the revaluation model, there is a possibility that some valuations will be issued with 'material valuation uncertainty' declarations and authorities will need to ensure that disclosures regarding valuations are sufficient for readers of the accounts to understand key estimates or judgements involved in determining valuations at the year end.

This is an area of management judgement and detailed consideration will be required for each authority given its own set of facts and circumstances. Further detailed guidance is contained within Section 4.7 of the Code and IAS 36.

Financial instruments

Local authorities hold a variety of financial instruments including bank deposits, trade receivables, loans receivable and investments. Section 7.2.9 of the Code is concerned with impairment of financial instruments and is based upon the requirements of IFRS 9. This standard requires that forward-looking information (including macro-economic information) is considered, both when assessing whether there has been a significant increase in credit risk and when measuring expected credit losses. Authorities are required to recognise a loss allowance for expected credit losses on financial assets where the counterparty is not central government or a local authority for which statutory provisions prevent default.

Where credit risk on a financial asset has increased significantly since its initial recognition, as could be the case following the Covid-19 pandemic, authorities are required to measure the loss allowance at an amount equal to the lifetime expected credit loss. In making an assessment of whether credit risk has increased significantly it is necessary to consider the change in the risk of default occurring over the expected life of the financial asset, taking account of reasonable and supportable information available without undue cost or effort. Regardless of how this assessment is performed, there is a

rebuttable presumption that the credit risk on a financial asset has increased significantly when contractual payments are more than 30 days past due, although it is not necessary to wait 30 days before determining that there has been significant increase in credit risk.

Authorities are required to measure expected credit losses on financial assets in a way that reflects unbiased, probability-weighted amounts determined by evaluating a range of possible outcomes, the time value of money and information available at the reporting date about past events, current conditions and forecasts of future economic conditions. Authorities need not identify every possible scenario but need to assess the possibility credit losses do or do not occur.

Investment in joint ventures/investment in subsidiaries

Some authorities have complex group structures and will need to consider whether the impact of Covid-19, including any measures taken to control it, are an indicator that the investments in joint ventures/subsidiaries are impaired. Authorities may also need to consider if there are any additional losses or contingencies in group entities for which they may become liable.

Employee benefits such as holiday pay accruals, sick pay and termination costs

Authorities will need to consider whether additional provisions and disclosures are necessary due to employee layoffs and other employee related items as a result of Covid-19.

Sick pay – Sick pay is likely to increase during this period and authorities should recognise a liability for sick pay in the period in which employees are off, even if it is not paid until a later period.

Termination costs – Under IAS 19 authorities should recognise a liability and expense for termination benefits at the earlier of when it can no longer withdraw the offer of those benefits and when it recognises costs for a restructuring that is within the scope of IAS 37 and involves the payment of termination benefits.

Any plans communicated after the reporting date should be treated as a non-adjusting post-balance sheet event in line with paragraph 3.8.2.13 of the Code.

Investments

Financial markets across the world have been very volatile due to the current uncertainty surrounding the economic impact of the pandemic. Where investments are measured at fair value, based on a quoted price in an active market for an identical asset (i.e. 'Level 1' in the fair value hierarchy) then, whilst such fair values might change materially within the next financial year, disclosure of the risk of material change is not required.

Where, however, investments (including financial assets and investment property) are measured using valuation techniques involving observable inputs other than quoted prices or unobservable inputs (i.e. at 'Level 2' or 'Level 3' of the fair value hierarchy as defined in section 2.10 of the Code and IFRS 13), and there is a significant risk of material adjustment to the carrying amount of the investment within the next financial year, then the estimation uncertainty disclosure requirements of 3.4.2.90 of the Code will apply.

The possibility of assets needing to be measured using unobservable inputs as a result of the pandemic should also be taken into account. Where measurement does move from 'Level 2' to 'Level 3' then authorities should note the additional disclosure requirements set out in section 2.10.4 of the Code.

Increased volatility and uncertainty will also have an impact on the valuation of defined benefit pension schemes as discussed below.

Pensions

Movements in the value of investments will affect the valuation of defined benefit pension schemes overall and in some cases, authorities may see a noticeable change in their defined benefit pension position. Some actuarial methodologies may also traditionally use forecast investment valuations to determine an estimate for the year end fund asset position. Given the volatility of the financial markets, the possibility of significant change in asset valuations as at the year-end should be considered and the fair value of plan assets updated where there has been a material movement compared to the forecast position. Using any estimated asset valuations increases the likelihood of a significant misstatement in the overall defined benefit pension scheme position at the year end.

Post balance sheet events

For 2019/20 financial statements, the existence of Covid-19 was recognised during the financial year and some of its impacts and actions taken by the Government were known by the reporting date of 31 March 2020, Covid-19 is an adjusting event and the effects of the pandemic must be taken into account in measuring assets and liabilities wherever relevant, based on facts and circumstances at year-end. However, new information about the likely severity and duration of the effects of Covid-19 will continue to emerge. Careful analysis and judgement, with reference to Section 3.8 of the Code and IAS 10, will be required to determine whether this information is 'adjusting' on the basis that it provides new evidence about the year-end situation, or is a non-adjusting event that should be disclosed.

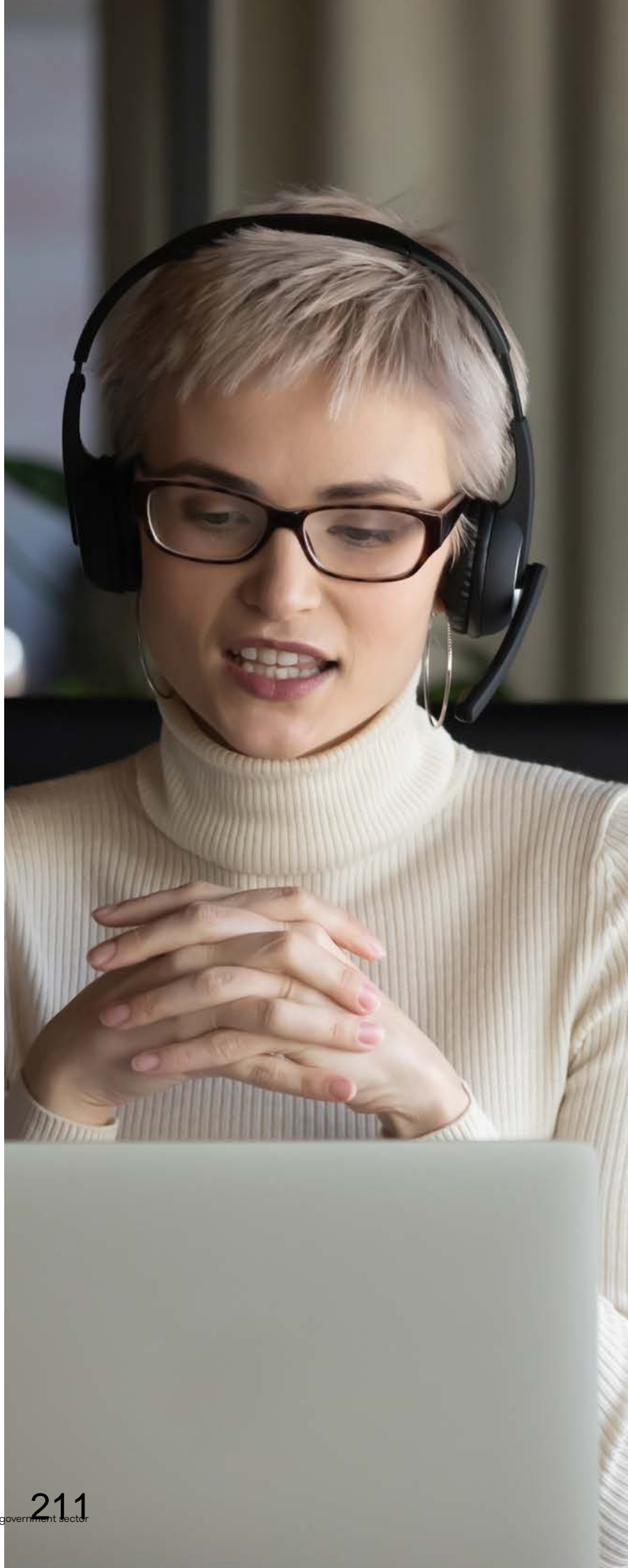
For those local authorities yet to conclude their financial statements for years prior to 2019/20, the emergence of new information about Covid-19 and its impact is a non-adjusting post balance sheet event requiring disclosure in those financial statements. The outbreak of the virus, its identification as Covid-19 by the WHO and actions subsequently taken by the Government do not provide additional evidence about the conditions that existed at the reporting date. Therefore, for 2018/19 (or earlier) financial statements the emergence of Covid-19 and its impact is a non-adjusting event. In line with section 3.8.3.2 of the Code, disclosure is still required for non-adjusting events regarding the nature of the event and estimate of the financial effect if possible.

We would encourage all authorities to consider all these points when preparing their financial statements.

Deferral of IFRS 16 Leases

At its meeting on 27 March CIPFA/LASAAC agreed to defer the implementation of IFRS 16 Leases to the 2021/22 financial year, with an effective date of 1 April 2021. This decision aligns with the proposals across the public sector.

Although the implementation of IFRS 16 has been delayed to 1 April 2021, in our view authorities still need to include disclosure in their 2019/20 statements to comply with the requirement at 3.3.4.3 of the Code and the underlying requirement of IAS 8 paragraphs 30 and 31. As a minimum, we would expect authorities to disclose the title of the standard, the date of initial application and the nature of the changes in accounting policy for leases. If the impact of IFRS 16 is not known or reasonably estimable, we would expect the financial statements to state this.



Other sector issues and practicalities to consider



Cyber security

Sadly more instances of cyber-crime are occurring as fraudsters are taking advantage of an increase in on-line activity, and in some cases a weakening of controls. The most common types of cyber-crime currently are:

- **Procurement fraud** – companies claiming to sell personal protective equipment and then not delivering the goods
- **Phishing emails** – with links leading to fake website which can cause viruses or steal personal details or passwords
- **Mandate/CEO fraud** – these involve official looking emails requesting changes to bank details for either suppliers/employees; and
- **Unsolicited goods/services/financial support** – these goods are never delivered and often require advanced fee payment.

As the majority of staff will be working on-line it is of utmost importance that local authorities make all employees aware of the type of cyber-crimes that are prevalent, to be particularly vigilant, and to maintain strong internal controls.

Impact on audit work/ external scrutiny process

- **Audit approach** – Planned audit approaches are likely to change due to logistical issues as well as a heightened risk in several areas of the financial statements, resulting in additional testing being required. Social distancing will have a significant impact on how auditors obtain the evidence they require as well as how they communicate. You will see an increase in use of technology as may see more substantive testing, particularly if the operation of internal controls has been affected. Auditors and local authorities will need to work together to identify what alternative measures are possible in the current environment without reducing the quality of audit evidence.

The amount of audit work and length of audits are therefore likely to increase due to the impact on financial reporting and additional scrutiny over key estimates and significant judgments made by management should be anticipated.
- **Audit reports** – Due to the uncertainties arising from the pandemic there is a greater likelihood of audit reports containing emphasis of matter paragraphs and potentially being modified or qualified. Where the auditor anticipates a potential modification they will communicate the circumstances to officers and those charged with governance.
- **Audit Committee and other significant meetings** – Audit Committee meetings may be impacted if physical meetings are still prohibited or advised against at the time of concluding audits. Audit committees will need to discuss with their auditors how best to communicate, holding virtual meetings where possible. Annual and other significant meetings may also have to be held virtually, postponed or cancelled.
- **Accounts preparation and audit timetable** – MHCLG laid the Accounts and Audit Regulations (Coronavirus) (Amendment) Regulations 2020 before Parliament in April 2020. The effect of the Regulations is to extend the timetable for local authorities to prepare their draft 2019/20 statement of accounts to 31 August 2020, with the period for the exercise of public rights to commence on or before 1 September 2020. The Regulations also extend the deadline for the publication of statements of accounts, together with any certificate or opinion of the local auditor, to 30 November 2020. Local auditors will already have liaised with local authorities over the anticipated timetable for the preparation and audit of the 2019/20 financial statements.
- **Inspection of documents** – Section 26 of the Local Audit and Accountability Act 2014 gives any interested person the right to inspect the accounting records for the financial year and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records. The Accounts and Audit Regulations 2015 prescribe that these rights may only be exercised in a single 30 working day period, with the responsible financial officer required to advise the relevant period via publication of a statement including publication on the authority’s website. In light of the pandemic and with social distancing measures in place, authorities will need to consider how they will allow the public the opportunity to exercise their rights in relation to the accounts. Authorities must publish the dates of their public inspection period, and given the removal of the common inspection period and extension of the overall deadlines for this year, authorities may wish to include public notice on their websites when the public inspection period would usually commence, explaining why they are departing from normal practice for 2019/20 accounts.

The National Audit Office is currently reviewing its publication ‘Local authority accounts – a guide to your rights’ and updates will be made to take account of the changes announced in the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020.

Engagement with experts



In uncertain times, it is particularly important to maintain regular dialogue with management experts where they have roles in relation to the preparation of accounts. Some examples include:

- **Valuation experts** – These should be contacted as soon as possible to establish how they will apply the most accurate valuation method, in light of the current uncertainty and with social distancing measures in place. RICS have issued some advice¹ to its members on that matter, including highlighting the possibility that some valuations may need to be issued with ‘material valuation uncertainty’ declarations.
- **Actuaries** – Discussions with actuaries, engaged to support with defined benefit pension schemes, should be held regarding updates to the assumptions used and timing of their report, in order to obtain the most accurate valuation possible.

¹ <https://www.rics.org/uk/upholding-professional-standards/sector-standards/valuation/valuation-coronavirus/>

Further resources and guidance

The amount of information and constant updates can be overwhelming and therefore we have included some key websites for guidance on both the operational and financial aspects that are being updated regularly so that you have these to hand.

Grant Thornton Covid-19 Hub

Grant Thornton have a dedicated Covid-19 hub², which covers a number of topics including: navigating government support, cyber security, contingency planning, impact on businesses and option to join weekly webinars which provide practical steps to dealing with the impact of the pandemic.

CIPFA

CIPFA have issued guidance³ on the financial reporting implications of Covid-19 covering some key areas including the impact on the narrative report, events after the reporting period and impact on Property Plant and Equipment, Investment Property and Financial Instruments.

National Audit Office

The National Audit Office will publish an updated guide⁴ to public rights in relation to the accounts, taking into account the impact of the pandemic.

Financial Reporting Council

The Financial Reporting Council (FRC) are continuously updating their advice on the impact of the pandemic on financial reporting and audits.⁵ This is relevant for both authorities and auditors.

Local Government Association

The Local Government Association has published guidance and resources relating to Covid-19 on its website.⁶

Ministry of Housing Communities and Local Government

The Ministry of Housing Communities and Local Government (MHCLG) has published extensive Covid-19 related guidance for the local government sector.⁷

Please note that this is a constantly evolving situation and therefore information included within this report may change over time.

Contact us



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Financial Reporting

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2 <https://www.granthornton.co.uk/en/insights/responding-to-coronavirus-covid-19/>

3 <https://www.cipfa.org/policy-and-guidance/cipfa-bulletins/cipfa-bulletin-05-closure-of-the-201920-financial-statements>

4 <https://www.nao.org.uk/code-audit-practice/council-accounts-a-guide-to-your-rights/>

5 <https://www.frc.org.uk/about-the-frc/covid-19/>

6 <https://www.local.gov.uk/our-support/coronavirus-information-councils>

7 <https://www.gov.uk/guidance/coronavirus-covid-19-guidance-for-local-government>



30 April 2020

By email

Email generalenquiries@psaa.co.uk

Dear Section 151 Officer and Audit Committee Chair

Fee Scale for the Audit 2020/21 and update on 2019/20

I am writing to notify you of your 2020/21 audit scale fee. In previous years your auditor has been required to write to you to do this. However, going forward, we have agreed with the audit firms that it is more efficient for PSAA to write out to all bodies directly.

PSAA commissions auditors to provide audits that are compliant with the National Audit Office's Code of Audit Practice ('the Code'). PSAA is required by s16 of the Local Audit (Appointing Person) Regulations 2015 (the Regulations) to set the scale fees by the start of the financial year, and we published the 2020/21 scale fees on our website on 31 March 2020. In addition to notifying you directly of your scale fee, this letter provides you with key updates and information on audit matters in these difficult times.

We wrote to all S151 officers on 12 December 2019 describing that local audit and audit more widely is subject to a great deal of turbulence with significant pressures on fees. These pressures still apply and the key aspects are summarised below;

- It is apparent that the well publicised challenges facing the auditing profession following a number of significant financial failures in the private sector have played a part. As you know, these high profile events have led the Government to commission three separate reviews - Sir John Kingman has reviewed audit regulation, the Competition and Markets Authority has reviewed the audit market, and Sir Donald Brydon has reviewed the audit product.

- It is not yet clear what the long term implications of these reviews will be. However, the immediate impact is clear - significantly greater pressure on firms to deliver higher quality audits by requiring auditors to demonstrate greater professional scepticism when carrying out their work across all sectors – and this includes local audit. This has resulted in auditors needing to exercise greater challenge to the areas where management makes judgements or relies upon advisers, for example, in relation to estimates and related assumptions within the accounts. As a result, audit firms have updated their work programmes and reinforced their internal processes and will continue to do so to enable them to meet the current expectations.

How we set your scale fee

We consulted on the 2020/21 Scale of Fees in early 2020 and received a total of 54 responses. We published the final document on our website ([Scale fee document](#)). In it we explained that although we have set the scale audit fee at the same level as for 2019/20, we do not expect the final audit fee to remain at that level for most if not all bodies because of a variety of change factors, the impact of which cannot be accurately or reliably estimated at this stage.

The impact of these changes is likely to vary between bodies depending on local circumstances, and information to determine that impact with any certainty is not yet available. Our view is that it would also be inappropriate to apply a standard increase to all authorities given the differing impact of these changes between bodies. As the impact of these changes is understood, fee variations will need to be identified and agreed reflecting the impact on each audit

	Scale fee for the audit 2020/21	Scale fee for the audit 2019/20
Leicester City Council	£112,884	£112,884

As well as the Scale of Fees document, we have also produced a [Q&A](#) which provides detailed responses to the questions raised as part of the consultation. We will update the Q&As periodically to take account of ongoing developments affecting scale fees.

The fee for the audit is based on certain assumptions and expectations which are set out in the [Statement of Responsibilities](#). This statement serves as the formal terms of engagement between appointed auditors and audited bodies. It summarises where the different responsibilities of auditors and of the audited body begin and end, and what is to be expected of both in certain areas.

The final fee for the audit will reflect the risk-based approach to audit planning as set out in the Code. Under the Code, auditors tailor their work to reflect local circumstances and their assessment of audit risk. This is achieved by assessing the significant financial and operational risks facing an audited body, and the arrangements it has put in place to manage those risks, as well as considering any changes affecting audit responsibilities or financial reporting standards.

Fee Variations

As noted above, we recognise that with so much turbulence and change in the local audit environment, additional fee variations are likely to arise for most if not all bodies.

The amount of work required on arrangements to secure VFM is a matter of auditor judgement and is based on the requirements set out in the new Code and supporting guidance which will be published later in 2020. Once the Auditor Guidance Notes have been published we will be able to consider the impact of the new requirements in more depth, and may be able to provide indicative ranges in relation to the likely fee implications for different types and classes of body.

Given that local circumstances at each audited body are key to determining the assessment of risk and the audit work required, we would encourage early dialogue with your auditor to determine any related implications for fees. The process for agreeing fee variations begins with local communication, and ideally agreement. We have produced a fee variation process note which is available on our website ([Fee variations process](#)). Please note that all fee variations are required to be approved by PSAA before they can be invoiced.

Quality of Audit Services

We are committed to do all we can to ensure good quality audits and a high-quality service for the bodies that have opted into our arrangements. The service that you can expect to receive from your auditors is set out in their Method Statement, which is available from your auditors.

Whilst professional regulation and contractual compliance are important components of the arrangements for a quality audit service, so too is the aspect of relationship management. We recently commissioned a survey via the LGA Research team to obtain audited bodies' views of the audit service provided to them. The themes and improvement areas from the survey will be discussed with firm contact partners for development at a local level. The results from our 2018/19 survey of all opted-in bodies will be available on our website in May and we will notify all S151 officers and Audit Committee Chairs.

Impact of COVID-19 on current 2019/20 audits

The global COVID-19 pandemic has created further turbulence impacting on all aspects of the economy including the public sector. There are potentially significant repercussions for the delivery of audits, audit-related issues and delays to signing audit opinions for 2019/20. MHCLG has acted to ease these pressures by providing more flexibility in the 2019/20 accounts preparation and auditing timetable by temporarily revising the Accounts and Audit Regulations. This has extended the period which an authority has to publish its draft financial statements until 31 August, and importantly there is much greater flexibility for the public inspection period as it is now required to start on or before the first working day of September 2020. The revised date for publishing audited accounts (if available) is 30 November 2020.

We recommend that you discuss with your auditors the use that can be made of this flexibility in meeting mutual governance and assurance responsibilities, noting that in a letter to all local authority Chief Executives on 22 April, MHCLG encouraged approval of pre-audit accounts earlier than 31 August if possible.

We have referred to the importance of audit quality in this letter, and just as important is the quality of the pre-audit financial statements and the working papers that are prepared by bodies. The disruption caused by COVID-19 will impact on areas of judgement and creates uncertainty in preparation of the financial statements, and it is key that bodies ensure there is sufficient focus upon financial reporting and related processes and controls, and that the planned timetable allows for sufficient internal quality assurance and review of financial reporting issues taking into account the wider impact of the pandemic on the officers' time.

Local Audit Quality Forum

Our Local Audit Quality Forum focuses on providing information to support audit committees (or equivalent) in delivering their remit effectively. We are disappointed that we are not able to host our planned event this summer due to the COVID-19 pandemic. However, we plan to host our next event towards the end of the year. It will provide an opportunity to discuss a range of relevant topics and themes. If there are any particular areas you would like to see included on a future agenda, or if you wish to raise any other issues with PSAA, please feel free to contact us at generalenquiries@psaa.co.uk

Your auditor will, of course, be best placed to answer any questions you may have with regard to your audit.

Yours sincerely,

Tony Crawley

Chief Executive



WARDS AFFECTED: ALL

Audit and Risk Committee

22 July 2020

**Regulation of Investigatory Powers Act 2000
Bi-Annual Performance Report January 2020 - June 2020**

Report of the City Barrister and Head of Standards

1. Purpose of the Report

The report advises on the performance of The Council in authorising Regulatory Investigation Powers Act (RIPA) applications, from 1st January 2020 to 30th June 2020.

2. Summary

2.1 The Council applied for 0 Directed Surveillance Authorisation and 0 Communications Data Authorisations in the period above.

3. Recommendations

The Committee is recommended to:

3.1 Receive the Report and note its contents.

3.2 Make any recommendations or comments it sees fit either to the Executive or to the City Barrister and Head of Standards.

4 Report

4.1 The Council has applied for 0 Directed Surveillance Authorisation and 0 Communications Data Authorisations in the first half of 2020.

4.2 The Council's RIPA Monitoring Officer attended an online refresher training course hosted by National Anti-Fraud Network (NAFN) in April 2020.

4.3 The Investigatory Powers Commissioner's Office issued its quarterly newsletter in June 2020. (Appendix A). This was circulated to appropriate staff within the Council.

5. Financial, Legal Implications

5.1 Financial Implications

There are no financial implications arising directly from this report, although the Council could incur legal costs should procedures not be correctly followed – Colin Sharpe (Head of Finance) ext. 37 4081.

5.2 Legal Implications

There are no legal implications arising directly from this report, although the Council could incur legal costs should procedures not be correctly followed – Kamal Adatia (City Barrister and Head of Standards) ext. 37 1402.

6. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph References Within Supporting Information
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Climate Change	No	
Crime and Disorder	No	
Human Rights Act	Yes	HRA Article 8 must be considered for all applications
Elderly/People on Low Income	No	
Risk Management	No	

7. Report Author / Officer to contact:

Lynn Wyeth, Head of Information Governance & Risk, Legal Services
 - Ext 37 1291

5th July 2020

Quarterly Newsletter: Summer 2020

A Message from the Investigatory Powers Commissioner, Sir Brian Leveson:

Events during the last quarter have forced us all to adapt the way we work. At IPCO, we too have had to change to ensure that we can maintain our robust oversight regime. This update explains some of what we have done to continue our work. As ever, my staff are available to answer any questions you have.

We welcome your feedback and any content that you would like us to circulate this way in the future. If you have any best practice examples you are proud of, or any news that you'd like to share, please do let us know.

I hope you will find this of interest.




Updates from IPCO: data assurance

Data assurance is the ability to map all data pathways through your organisation. In the context of investigatory powers, this means understanding how data is obtained using each covert tactic and then transferred, stored and disseminated within your organisation. This could include archived paper records, operational management systems such as CLIO, or shared drives accessed by SPoCs and the CAB.

To ensure compliance with the [Investigatory Powers Act 2016](#) and with Codes of Practice for each covert tactic, all of these data storage systems must have in place:

- a data retention policy; and
- automatic or manual review and deletion processes.

IPCO has expanded its Data Assurance team by appointing two new inspectors to complete a full review of how these provisions are complied with across all organisations we oversee.

Although currently we might not be out and about as much as normal, our Inspectors remain available to discuss this work further or answer any questions you may have.

Reminders:

- For those submitting applications for authorisations whilst working remotely, please note: IPCO can receive applications classified as **OFFICIAL SENSITIVE** via email. You can submit **OFFICIAL SENSITIVE** applications only to the [Review team email](#).
- If you receive an FOI request for an IPCO inspection report of your organisation, you should bring this to the attention of IPCO's Data Protection Officer (at: info@ipco.org.uk) before making any disclosures.
- IPCO is updating its contact list. If you have not already provided us with up-to-date contact information, please email the appropriate details to info@ipco.org.uk.
- If you have any queries about reporting errors please contact us **as soon as possible before the five-day reporting deadline**.
- If you have any good news stories or information you would like circulated in this newsletter, please email [IPCO's Communications team](#).

Noteworthy news:

[IPCO](#): Temporary Judicial Commissioners appointed (21/04/20)

EHN: Power Arranger (04/2020) [PDF attached to email]

[IPCO](#): Coronavirus Act 2020: maintaining oversight (31/03/20)

IPCO and the Coronavirus Act 2020:

[The Investigatory Powers \(Temporary Judicial Commissioners and Modification of Time Limits\) Regulations 2020](#) came into force in March 2020, under powers contained in the Coronavirus Act, and included two changes that were relevant to IPCO.

These have been important in ensuring that both IPCO and those who seek authorisations for the use of investigatory powers have been able to meet our statutory responsibilities during this period.

The Act:

- allows the appointment of Temporary Judicial Commissioners; and
- modifies the maximum time allowed for an urgent warrant to be reviewed by a Judicial Commissioner once authorised to nine working days and extends the duration of the urgent warrant to 12 working days.

Our Temporary Judicial Commissioners were appointed by the Investigatory Powers Commissioner on 21 April 2020.

Spotlight on... Inspections during the Covid-19 pandemic:

What changed?

As for many other organisations, the last few months have brought their challenges for IPCO. One of our most significant issues for us to consider was how to continue our inspection work as the pandemic quickly made physical visits impossible.

What did we do?

All face-to-face IPCO inspections were suspended at the beginning of lockdown.

We already had some experience of carrying out remote (or desktop) inspections of certain types of organisations and, before lockdown, were in the process of trying to secure remote access to some law enforcement systems to offer some flexibility in how we approached our work.

This has now been expanded and expedited so we can test different options for remote inspections; obviously logistical and security challenges mean that we will need different arrangements for the different sectors we oversee but we are very positive about the prospects for the next few months and beyond.

What happens next?

We are very grateful to everyone across law enforcement, the intelligence agencies and other public authorities who have responded positively to our new requests. We are continuing to test a number of different ways of working, including using secure IT connections, specially delivered laptops or hosting VTCs from IPCO's offices where we are able to travel. We will keep you updated as our experiences develop.

Obviously our original timetable for 2020 is no longer in place. We have a clear view of those inspections that should take precedence and our Inspectors should be in touch if they haven't already been so. If you have any questions about the timing of your next inspection then please do contact us at info@ipco.org.uk.

Contact us

General queries: 0207 389 8900
Email: info@ipco.org.uk

Press : 0207 389 8999
Email: ipcopressoffice@ipco.org.uk

Resources



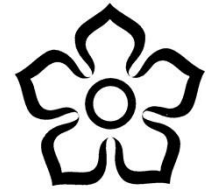
[IPCO Publications](#)



[Government Codes of Practice
Investigatory Powers Act 2016](#)



[IPCO Announcements](#)



WARDS AFFECTED
All

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:

Audit & Risk Committee

22nd July 2020

Counter-Fraud Annual Report 2019 - 20

Report of the Director of Finance

1. Purpose of Report

- 1.1. The report, which is attached, provides information on counter-fraud activities during 2019-20 within the City Council's Corporate Investigations Team within Financial Services.

2. Recommendations

The Committee is recommended to:

- 2.1. Receive the report
- 2.2. Make any recommendations it sees fit either to the Executive, the Director of Finance.

3. Summary

- 3.1. The annual report includes information on the performance of the team during 2019-2020 and the key priorities for counter-fraud work in 2020-21.
- 3.2. The key issues identified within the report are:
- 3.3. Future plans for the Counter-Fraud Teams.
- 3.4. To deliver effective counter-fraud activities requires significant investment both from managers and from staff generally. Professional development, which is a key component of our counter-fraud work and strategy, must be relevant and topical so requires constant refreshing. New and emerging threats by increasingly sophisticated fraudsters and the opportunities for online fraud require an equally sophisticated and vigilant response from the Authority. In addition, support from all parts of the Council is essential to ensuring the effectiveness of this work.

3.5. As part of its work, the Corporate Investigations Team investigates suspected financial irregularities and makes recommendations to reduce the risk of further losses and improve performance, efficiency, effectiveness and economy in the use of resources by the Council.

4. Report

4.1. See the Counter-Fraud Review of the Year 2019-20, attached.

5. FINANCIAL, LEGAL AND OTHER IMPLICATIONS

5.1. Financial Implications

Fraud can cause the Council significant loss and activity to prevent and detect fraud is a clear financial investment. Whilst it is impossible to quantify in any reliable way the full implications across the Council the work of the Corporate Investigation Team helps to provide a deterrent and a function to tackle fraud once it is discovered.

Colin Sharpe, Head of Finance

5.2. Legal Implications

Fraud is a criminal offence and therefore represents breach of the law. Other forms of financial irregularity, though not criminal, may be in breach of regulation. The conduct of counter-fraud work of all kinds is bound by law and regulation and the Council is careful to ensure that its activities in this area are properly discharged.

Kamal Adatia, City Barrister & Head of Standards

5.3. Climate Change Implications

There are no significant climate change implications arising from the attached report.

Duncan Bell, Senior Environmental Consultant

6. Other Implications

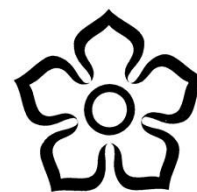
OTHER IMPLICATIONS	YES/ NO	Paragraph/References Within the Report
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Crime and Disorder	Yes	This report is concerned with fraud and corruption, both of which are criminal offences.
Human Rights Act	No	
Elderly/People on Low Income	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

7. Background Papers

- 7.1. Files held by Revenues and Benefits and
Leicester City Council's Anti-Fraud and Corruption Policy and Strategy
Leicester City Council's Finance Procedure Rules
Leicester City Council's Constitution
Leicester City Council's Code of Conduct for Behaviour at Work
Leicester City Council's Information Security Policy Statement
Leicester City Council's Prosecutions Policy
Leicester City Council's Investigators Code of Conduct
Public Bodies Corrupt Practices Act 1889
Chartered Institute of Public Finance & Accountancy (CIPFA) publication
Managing The Risk of Fraud

8. Report Author

- 8.1. Stuart Limb, Corporate Investigations Manager



Leicester
City Council

COUNTER-FRAUD REVIEW OF THE YEAR 2019-20

COUNTER-FRAUD REVIEW OF THE YEAR 2019-2020

1. Introduction

- 1.1 This is a report to the Audit & Risk Committee on the work delivered by Leicester City Council's Corporate Investigations Team, during the year 2019-20.
- 1.2 The Corporate Investigations Team is an independent appraisal function, established by the Council to investigate suspected financial irregularities, conduct proactive fraud-searching exercises and improve fraud awareness amongst employees.
- 1.3 To facilitate their work, Corporate Investigations Officers have access to any relevant City Council information, data and records they require in order to carry out their duties. These rights of access are contained in the City Council's Finance Procedure Rules and extend to relevant information held by partner organisations and direct service providers.

2 The Year in Summary

- 2.1 The Council continues to benefit from having a team of qualified and experienced Accredited Counter-Fraud Specialists whose skill and ability continues to help protect Leicester City Council and its residents from fraud and loss.

Corporate Investigations Team

- 2.2 The team has been investigating a wide range of types of cases including Business Rate, Council Tax Reduction, Thefts and Financial Investigations utilising the Proceeds of Crime Act (POCA). The case management system allows the investigations to be fully compliant with the legislative requirements of recording criminal investigations.
- 2.3 The council continued to lead of the regional intelligence hub for all local authorities in Leicester, Leicestershire and Rutland for the duration of the period covered by this report. This was funded by successful bids made to the Ministry of Health and Community Development (MHCD). The member authorities decided that the project would not be future funded by them so would come to an end in June 2020.
- 2.4 All members of the investigations team are trained and BTEC accredited in criminal investigations. This helps to ensure that the investigations are carried out in line with current legislation with a view to maximize the prospects of preventing and detecting fraud and where appropriate securing a prosecution.

- 2.5 The Corporate Investigations Team receive allegations about and investigate a wide variety of suspected irregularities including thefts, flexible working hours abuse, corruption, contract and procurement irregularities, third party fraud including care home irregularities misuse of disabled parking permits and grant aided organizations.
- 2.6 External threats continue to pose a risk to the Council in particular attempted mandate frauds. As the authority is a member of the National Anti-Fraud Network (NAFN) we receive regular alerts to emerging fraud threats. These are then disseminated regularly to key personnel in the Finance division and placed on the intranet for all staff to be aware of.
- 2.7 The team makes unannounced visits to Council premises to secure evidence including data held on digital devices. Team members undertake surveillance and interview employees, members of the public and contractors. They liaise with the UK Border Agency, the Council's bank, the police and other external agencies involved in fraud prevention.
- 2.8 The Corporate Investigations Manager considers management requests for access to employees' emails, Internet access, computers and the building access system (which gives staff access to council buildings) information before they are authorised by the Director of Finance. During 2019-20, 44 such requests for information were processed compared to 27 in the previous year. The majority of requests were for information from more than one system and some requests were for information relating to a number of users.
- 2.9 The Corporate Investigations Manager is also the City Council's Key Contact for the Cabinet Office's National Fraud Initiative (NFI) data matching exercise.

3. Review of Performance

Corporate Investigations Team

- 3.1 The Corporate Investigations Team considers all cases of suspected fraud and irregularity referred to it. Referrals are scored according to the seriousness of the allegation. In some cases an investigation is undertaken, in others, managers are given advice and assistance to enable them to take appropriate action, not only to deal with the matter of concern but also to help prevent recurrences.
- 3.2 The team also worked with colleagues from the Revenues & Customer Support section to review empty residential properties across the city. By utilising data matching software the team identified 24 properties that despite being declared as empty they were in fact occupied, this attracted an extra £160,459 in additional funding under the new homes bonus scheme for the authority.

- 3.3 In an effort to demonstrate the true value of the work of the authority, notional savings figures have been agreed with the Director of Finance on those cases where no actual loss has been incurred but a notional loss/saving has been achieved. These cover such frauds as preventing a false Right to Buy application for a council property, abuse of a Disabled Parking Permit. These notional figures are in addition to those cases where a direct loss has been identified and add value to the efforts to prevent loss or fraud.
- 3.4 In total the team identified over £1.8 million of loss avoidance and income that demonstrates the value of having a fully functioning Corporate Investigations Team. This is in comparison to the running costs of the team which is approximately £400,000.

4. The Year Ahead

4.1 Major objectives for the Corporate Investigations Team for 2020-21 are:

- To support the Council in its efforts to deal with fraud and irregularity whether internally or externally focused against the Council.
- To continue to investigate and prosecute, where appropriate, fraud offences and fully utilise the Proceeds of Crime Act to recover losses and ill-gotten gains.
- To support the Director of Finance by identifying high fraud risk areas and working with management to mitigate those risks.
- To manage the 2020/21 National Fraud Initiative exercise, ensuring that all data sets are considered and appropriate action taken where irregularities have occurred.
- To continue to work in conjunction with Housing Services to review the Authority's housing stock of approximately 22,000 properties in an effort to identify potential tenancy fraud.

Stuart Limb,
Corporate Investigations Manager

Audit & Risk Committee Report

PROCUREMENT ANNUAL REPORT 2019/20

Lead director: **Kamal Adatia**



City Mayor

Useful information

- Ward(s) affected: **All**
- Report author: **Neil Bayliss**
- Author contact details: **Tel: 37 4021 Email: neil.bayliss@leicester.gov.uk**
- Report version number: **002**
- Date of report: **22 July 2020**

1. Summary

- 1.1 The Council approved new Contract Procedure Rules in March. These rules require an annual report after each financial year to the Executive and to the Audit & Risk Committee with certain information on the procurement processes undertaken in that financial year.
- 1.2 The purpose of this report is to inform the Committee of the activity of the procurement function of the council (which comprises three specialist procurement teams: Procurement Services, ICT Procurement and ASC Procurement) over the previous financial year and evidence compliance with the requirements of the Contract Procedure Rules.

2. Recommendations

- 2.1 The Committee is asked to note the contents of the report.

3. Supporting information

Contract Procedure Rules

- 3.1 The Council approved revised Contract Procedure Rules on 19 March 2020. This followed a report to the City Mayor's Briefing and Audit & Risk Committee in October/November 2019 setting out the proposed changes.
- 3.2 The changes were to address number of challenges which the proposed changes to the rules add:
 - a) **Challenge:** Processes, particularly for low value procurement too onerous, not cost-effective, not adding value and leading to too many waivers
Proposals:
 - Devolve simple processes to be conducted by departments following review/advice by Procurement;
 - Updated rules and approval processes for Waivers/Exemptions and

- Contract Extensions;
- Requirement to get four written quotes reduced to three for Targeted Quotations;
- Remove requirement for Procurement Plan to be approved every year as a prerequisite for procurement to commence;
- Less specific rules on executing contracts to enable implementation of new “e-signature” software to improve efficiency of contract award procedures;
- Raise thresholds & merge current Small & Medium bands. See Annex A for revised thresholds.

b) Challenge: to ensure that raising the thresholds for advertising does not lead to a decline in the use of and engagement with local suppliers.

Proposals:

- Increased ability to seek targeted quotes or direct award, and rules encourage use of local suppliers whenever possible – this will be emphasised in guidance and communications;
- References to Social Value Charter added to formally link into rules.

c) Challenge: the existing Rules are too long and not easy to follow in places.

Proposals:

- Restructured and significant reduction in length of Rules to simplify and aid understanding; remove re-writing of legislation;
- Removal of Appendix 2 as not implemented by schools who have their own separate rules.

3.3 The updated Rules also reflect new legislation, principally the Concessions Contracts Regulations, and to mitigate any risk of needing to make future changes due to Brexit.

3.4 No changes have yet been made to the Rules and no changes are currently proposed.

3.5 For information, the EU/PCR Thresholds were updated in November 2019 to come into force on 1 January 2020 for the next two years:

• Social & Other Specific Services	£663,540
• All Other Goods & Services	£189,330
• Works and Concessions	£4,733,252

Procurement Processes Completed

3.6 96 possible procurement processes anticipated to be over the EU Threshold were on the procurement plan for 2019/2020; of these:

- 31 have been completed;
- 16 have been advertised are in still in progress
- 11 are in active stages of pre-procurement with documentation nearing completion and/or so form of pre-procurement market engagement having been commenced, but without been formally advertised
- 33 have not yet been started, although some preparation may have taken place, and have been postponed/deferred – a lot of these are expected to start but some of them are under review and may not require a procurement

process due to using an existing contract/system or priorities/requirements changing but are still expected to start

- 5 have been cancelled/abandoned without the intention to re-commence procurement.

These figures exclude procurement processes which may have been commenced in 2018/2019 and featured on that year's procurement plan.

3.7 Contracts awarded include

- electrical rewires and upgrades of council houses
- bike share scheme
- purchase of electric buses of the park and ride scheme
- hybrid mail services
- Special Educational Needs and Disability Information, Advice Support and Choice Advice Services

Procurement Contribution to Covid-19 Response and Recovery

3.8 The Council's procurement function have played an important role in the council's response to the Covid-19 pandemic. The most significant part of this being in relation to procuring PPE to support in-house provision and act as a provider of last resort for the council's social care providers and other care providers and similar organisations in the city. We have procured over 4 million individual items of PPE, including aprons, face masks, visors and gloves, which enabled the council to be in a very favourable position with regards to PPE stocks. We continue to ensure we have appropriate stocks to support the re-opening of a range of operational buildings (both public-facing and back-office) over the coming weeks and months. Given the urgency of requirements and instability of the supply market, the council has had to use Exemptions to procure on a spot-purchase basis outside of normal contracts. However, we have always been alert to ensure the quality and compliance of items being purchased to ensure they are suitable for use and have been working with Trading Standards to this effect. We are aware of a number of councils and other organisations who have received deliveries of fake supplies.

3.9 Procurement Services has also supported the purchase of a range of items, including further PPE, cleaning supplies, and equipment to enable social distancing in offices and other council buildings. A lot of this has also required exemptions under the provisions of the Contract Procedure Rules.

3.10 The Covid-19 outbreak has also had impact on many ongoing procurement processes and some that were due to be commenced. Tender return deadlines have been extended and commissioning staff have been diverted away from procurement to other urgent activities. We have tried to tailor our approach to each contract taking into consideration the impact on service delivery and the market's ability to respond and implement a new contract. In many cases we have carried out some form of pre-market engagement to establish this. This has meant that some contracts have needed to be extended to ensure continuity of service provision until new contracts can be finalised and mobilised. Other contracts have needed appropriate review and contract management to allow variations and relief to suppliers.

Social Value and the Living Wage

- 3.11 The Council adopted Social Value Charter in late 2018 following work by the Economic Development, Tourism, and Transport (EDTT) Scrutiny Commission and implementation by the Assistant Mayor (Policy Development) and the Head of Procurement. An update on the Council's implementation of the strategy was reported to the EDTT scrutiny commission in December.
- 3.12 We are looking to produce an updated concise version of the Social Value Guide focussed on supporting the city's recovery from the Covid-19 pandemic. As part of this we have refreshed discussions with other anchor institutions in the City with the aim to launch this with some joint commitment from those institutions. We anticipate this work will lead to a stronger and more formal partnership between the city's anchor institutions to support the city's recovery that goes beyond procurement and social value to include employment and the use of land/property.
- 3.13 The Council signed up to the Living Wage Foundation's Licence Agreement to become a Living Wage Employer. This means that the Council is implementing the Living Wage into all new procurement contracts which meet the criteria agreed with the LWF. This commitment is a key element of the Social Value Charter.
- 3.14 Internal audit has conducted a review of compliance with this policy to confirm that all qualifying contracts have the appropriate clauses inserted in them when being re-procured.

Waivers

- 3.15 The Contract Procedure Rules require the Head of Procurement to report a summary of waivers of the Rules and some contract extensions to Executive. The tables below show an analysis of the waivers approved during the current and last financial years. This is shown by both department and a broad categorisation of the reason for the waiver.

Reason for Waiver	2018/19		2019/20	
	Qty	Value	Qty	Value
Continuity of Provision	42	£2,164,941	38	£1,179,475
Limited Supply Market	14	£746,997	17	£949,086
Urgency	39	£2,067,974	30	£11,792,264
Other	12	£6,700,500	13	£1,017,349
	107	£11,680,412	98	£14,938,174

Department	2018/19		2019/20	
	Qty	Value	Qty	Value
City Development & Neighbourhoods	63	£7,455,451	65	£7,376,711
Social Care & Education*	14	£505,740	11	£6,561,819
Public Health	8	£3,284,697	5	£423,778

Corporate Resources & Support	22	£434,524	17	£575,866
	107	£11,680,412	98	£14,938,174

* Includes the previously separate reporting completed under Adult Social Care & Health plus Education & Children's Services.

5. Financial, legal and other implications

Financial implications

5.1 There are no significant financial implications arising directly from this report.

Colin Sharpe
Head of Finance
Ext 37 4081

Legal implications

5.2 There are no implications arising directly from the recommendations of this report.

Emma Jackman
Head of Law (Commercial, Property & Planning)
Ext 37 1426

Climate Change and Carbon Reduction implications

5.3 Whilst figures are not available, it is highly likely that procurement is one of the largest sources of carbon emissions for the Council, due to the embodied emissions of items and services procured. Following the council's declaration of a climate emergency in 2019, action should be taken to reduce these emissions wherever possible.

5.4 The Council's Social Value Charter and sustainable procurement guidelines provide guidance on limiting environmental impacts and securing benefits from procurement activity. This guidance should continue to be applied to procurement activities to ensure that procurement decisions support the achievement of the council's climate change related targets.

Aidan Davis
Sustainability Officer
Ext 37 2284

Equality Impact Assessment

5.5 Under the Equality Act 2010, public authorities have a continuing Public Sector Equality Duty (PSED) which means that, in carrying out their activities (including decision making and procurement), they have a statutory duty to pay due regard

to the need to eliminate unlawful discrimination, harassment and victimisation, to advance equality of opportunity between people who share a protected characteristic and those who don't and to foster good relations between people who share a protected characteristic and those who don't.

5.6 Protected characteristics under the Equality Act 2010 are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

5.7 There are no direct equalities implications arising directly from the report. This report provides an update on activity of the procurement function. It is important to consider the implications of individual procurements in more detail at an early stage of each process where appropriate. Securing social value through procurement is an effective way to help address economic, social concerns in local communities and is likely to *contribute* to positive equalities outcomes for people across a range of protected characteristics.

Hannah Watkins
Equalities Manager
Ext. 37 5811

6. Background information and other papers:

6.1 None.

7. Summary of appendices:

7.1 None.

8. Is this a private report (If so, please indicated the reasons and state why it is not in the public interest to be dealt with publicly)?

8.1 No.

9. Is this a “key decision”?

9.1 No.

Annex A: Revised Thresholds

	Process	Goods and Services	Social Care ("Schedule 3") Services	Works (and Concessions)
Small <i>previously Minor</i>	Direct Award and Purchase Order	Up to £20,000.00 <i>Up to £1,000</i>	Up to £10,000.00 <i>Up to £1,000</i>	Up to £25,000.00 <i>Up to £5,000</i>
Medium <i>previously Small & Intermediate</i>	Three Quotes (or Advertisement)	£20,000.01 - £100,000.00 <i>£1,000 - £75,000</i>	£10,000.01 - £100,000.00 <i>£1,000 - £75,000</i>	£25,000.01 - £250,000.00 <i>£5,000 - £250,000</i>
Large	Advertised Tender Process	£100,000.01 to EU Threshold <i>£75,000 to EU Threshold</i>	£100,000.01 to EU Threshold <i>£75,000 to EU Threshold</i>	£250,000.01 to EU Threshold <i>no change</i>
PCR <i>previously EU</i>	Full Tender Process	EU Threshold and above <i>no change</i>	EU Threshold and above <i>no change</i>	EU Threshold and above <i>no change</i>
Current EU Threshold*		£189,330	£663,540	£4,733,252

*updated with effect from 1 January 2020

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