

EAST SUFFOLK COUNCIL

STATEMENT OF ACCOUNTS 2019/20



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INTRODUCTION TO THE 2019/20 STATEMENT OF ACCOUNTS

As Cabinet member for Resources I am pleased to present the Council's Statement of Accounts for the financial year ended 31 March 2020. These are the first set of Accounts for East Suffolk Council, following the merger on 1 April 2019 of Suffolk Coastal District Council and Waveney District Council.

As the first year of the new council, 2019/20 has been a momentous year full of both successes and challenges. During the year, the new council continued to build on the track record of its predecessors demonstrating financial prudence in providing high quality services and delivering important new projects and initiatives.

The first elections to East Suffolk Council were held in May 2019 and a new Cabinet and a new set of members set about establishing a new vision for East Suffolk – the East Suffolk Strategic Plan. This was approved by full Council in February 2020 with five key themes:

- Growing our Economy
- Enabling our Communities
- Remaining Financially Sustainable
- Delivering Digital Transformation
- Caring for our Environment

By reporting on the financial performance and management of the Council, this Statement plays an important part in contributing to the theme of Financial Sustainability.

The end of 2019/20 ultimately brought the greatest challenge that both the Council and the country has seen in decades – the Covid-19 pandemic. Thanks to the experience, diligence, and expertise of, our quite outstanding, Finance team, we have been able to react promptly to the crisis.

The Council has been working to support residents and local businesses in these challenging times, and although the impact on the 2019/20 financial year has been limited, the pandemic sets the scene for future financial years and will place additional strain on the budget for 2020/21 and potentially the medium term. Local and national economic impacts are difficult to predict, but there will undoubtedly be a significant impact on the Council's resources, in terms of both increased expenditure and especially reduced income. However, because of astute financial stewardship by our constituent Councils, Waveney and Suffolk Coastal, together with our strategy of Remaining Financially Sustainable, I am confident that the Council is in a strong position to meet these challenges and take advantage of the many future opportunities for the benefit of all in East Suffolk.



Councillor Maurice Cook

Cabinet Member for Resources



FOREWORD BY THE CHIEF FINANCE OFFICER

The Council's Statement of Accounts (the Accounts) for the financial year ended 31 March 2020 are the first set of Accounts for East Suffolk Council, following the merger on 1 April 2019 of Suffolk Coastal District Council and Waveney District Council. The Accounts inform readers as to the financial performance of the Council during the financial year and are an important element of demonstrating sound financial stewardship of taxpayers' money.

The deadlines for the preparation of the Accounts have been changed for 2019/20 in the light of the COVID-19 pandemic and the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 have amended the Accounts and Audit Regulations 2015. The draft Accounts must now be submitted for audit by 31 August 2020 rather than 31 May 2020 and the timeline for the conclusion of the audit is now 30 November 2020 rather than 31 July 2020.

Prior to approval, the draft Accounts are subject to a single period of 30 working days for the exercise of public rights, where any objection, inspection and questioning of the local auditor must be undertaken. The unaudited Accounts were available to the public on the Council's website from 7 August 2020, so the inspection period will commence on 10 August 2020 and finish on 18 September 2020.

The principles adopted in compiling the Accounts are those recommended by The Chartered Institute of Public Finance and Accountancy (CIPFA) namely:

- The Code of Practice on Local Authority Accounting in the United Kingdom (the Code); and
- International Financial Reporting Standards (IFRS).

Under the Code of Practice, comparative figures for 2018/19 are not required in respect of the Council's predecessor authorities.



Simon Taylor

Chief Finance Officer and
Section 151 Officer



NARRATIVE REPORT

1. Introduction

This document presents the statutory financial statements (the “Statement of Accounts”) for East Suffolk Council for the period 1 April 2019 to 31 March 2020 and provides a comprehensive summary of the overall financial position of the Council.

The Statement of Accounts is presented in the format recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA), as set out in the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 (the Code).

The Narrative Report, which is not formally part of the Statement of Accounts, follows the reporting principles established by the International Integrated Reporting Council (IIRC) and provides information on the Council, its main objectives and strategies and the principal risks that it faces, as well as providing a commentary on how the Council has used its resources to achieve its desired outcomes in line with its objectives and strategies.

Suffolk Coastal District Council and Waveney District Council originally entered into a shared services partnership in 2008 and the long-term success of that arrangement led to a full merger of the two councils with effect from 1 April 2019, creating East Suffolk Council. The Narrative Report has therefore been prepared in that context, reflecting the outcomes for the Council in its first year and looking forward to 2020/21. The following topics are covered:

- **Introducing East Suffolk Council** – the Council and the district it serves is introduced, including the way in which it is governed and led, and its strategic objectives.
- **Operating Model** – the human and financial resources that the Council has at its disposal and how they are deployed is explained. The external context in which the Council operates is also considered, with particular emphasis on changes in the local government sector and society in general, which are having a major impact on the future supply and demand for resources.
- **Council Performance 2019/20** – financial performance for the year both in revenue and capital terms and non-financial performance during the year. The strength of the Council’s balance sheet is also considered at the year-end through an assessment of the level of reserves and balances held.
- **Risks and Opportunities** – the corporate risks and opportunities faced by the East Suffolk Council from 1 April 2020 and the way in which they are being managed and explored;
- **Covid-19, Going Concern Issues and Looking Forward** – an analysis of the impact of the Covid-19 pandemic on the Council’s short and medium term financial position;
- **Capital Programme** - a high level overview of the Council’s Capital Programme in the medium term.

2. Introducing East Suffolk Council

Suffolk has a two-tier system of local government, comprising Suffolk County Council and five district councils. The County Council administers services such as education, waste disposal and social services across the whole of Suffolk, whereas locally, East Suffolk Council operates a range of services including building regulation, burials/cremations, community safety, the administration of council tax and business rates, environmental health, electoral administration, licensing, sports facilities, housing, street cleaning and refuse collection.



East Suffolk has a population of 248,249 (ONS, 2018) and covers an area of 125,979 hectares (1,260km²), has 79km of coastline and comprises a mix of urban and rural areas with Lowestoft and Felixstowe being the largest towns. There are also a number of historic towns and a large number of villages. In total, the district has 175 town and parish councils.

East Suffolk is an attractive place to live and work, attracting tourism and visitors and combining a strong economy with a natural and built environment. However, nine neighbourhoods in Lowestoft are within the 10% most deprived in the country and unemployment levels in two wards are double the regional average.

The district also includes the Port of Felixstowe, which is a major gateway for Britain to Europe and the world and increasingly important post Brexit. The district is also increasingly becoming a major energy supplier to the whole of Britain. The expansion of the long-established Sizewell Nuclear Power Station, which sits within the district boundary, continues and is being joined by major offshore developments (driving onshore infrastructure developments) in the fields of energy generation from wind, wave and gas.

Political Leadership

Following the first elections to the new Council in May 2019, in 2019/20 the Council was governed by 55 councillors, covering 29 wards. The makeup of the Council for 2019/20 was:

Conservative Party	Labour Party	Green Party	Liberal Democrat Party	Independent
40	7	4	3	1

Executive Leadership

The senior management team work closely with Councillors to ensure that the Council delivers its corporate priorities, and comprises a Chief Executive, two Strategic Directors and eleven Heads of Service, collectively known as the “Corporate Management Team” (CMT). Separately, the Chief Executive and Strategic Directors make up the Strategic Management Team (SMT). SMT is led by the Chief Executive and takes responsibility for the whole workforce, providing strategic direction and leadership. Heads of Service support SMT in the overall management of both councils and individually they provide direct management of their individual service areas.

East Suffolk Strategic Plan

Towards the end of 2019/20, the Council developed its first Strategic Plan. Our aim is to deliver the highest quality of life possible for everyone who lives in, works in and visits East Suffolk. To help us achieve this, we will use this strategic plan as a compass to guide all our decision making. Within the compass, our five key themes show the direction we will take. All themes are interconnected and complement each other.





GROWING OUR ECONOMY - Let's build a strong sustainable economy for our future; we want our district to achieve its maximum potential, for the good of everyone in the area.

ENABLING OUR COMMUNITIES - Working together, we will enable our communities to identify opportunities and challenges, we will empower them to make a difference; we will support our communities to enhance the places we live and work for the well-being of all.

REMAINING FINANCIALLY SUSTAINABLE - We will grow and prosper as a council; we will ensure we are well-run; provide value for money and strive for excellence.

DELIVERING DIGITAL TRANSFORMATION - Digital technology can transform the way we work and live; we will use technology to make services efficient and easily accessible to all and assist our communities to embrace and access new technologies.

CARING FOR OUR ENVIRONMENT - We know you are concerned about our environment; we are too, so we will put the environment at the heart of everything we do.

Service Delivery: a tailored approach

Shared services has been very effective in driving out combined savings of over £22m since 2008 and protecting public services in East Suffolk, with the delivery of better outcomes for residents and maximising value-for-money being the overriding consideration in determining service delivery arrangements.

A tailored approach is adopted with directly delivered services operating alongside services delivered through third parties and joint arrangements. Examples include:

- **Direct Services** – Community Development, Customer and Support Services, Economic Development, Environmental Services, Housing, Licensing and Planning.
- **Third Party Services** – Car Parks, Facilities Management, Refuse Collection, Grounds Maintenance (all through Suffolk Coastal Norse Limited and Waveney Norse Limited) and Leisure (through Sentinel Leisure Trust and Places Leisure); and
- **Joint Arrangements** – Building Control and Internal Audit (both in partnership with *Ipswich Borough Council*), Coastal Management (through the *Coastal Partnership East*), and Revenues and Benefits (through the *Anglia Revenues Partnership*)



3. Operating Model

The way in which the Council operates, deploying and consuming available resources – both human and financial – ultimately determines the outcomes achieved for residents through the services it provides. It is a dynamic model that changes over time, and adapting to changes in the supply of, and demand for, resources is a major challenge in an era of ‘austerity’ and a changing society.

Human Resources

As at 31 March 2020, there were 778 full-time equivalent staff employed by East Suffolk; a wide range of professional teams, delivering a diverse range of services.

Corporate Values: ‘how’ the work is done.

Each staff member is expected to demonstrate a set of core behaviours which define ‘how’ – as employees – they should approach their work. The behaviours sit alongside ‘what’ they do and are designed to encourage every member of staff to reach their potential, reflecting our five corporate values.



Performance and Development

The Council recognises that developing the capability of its People, its Leaders and its Culture is vital to the achievement of organisational priorities.

To this end, the East Suffolk People Strategy includes a new approach to managing performance and personal development called “My Conversation”. My Conversation allows the Council to constantly gauge progress against Service and Business Plans, ensuring that staff can develop the skills and behaviours required to undertake their roles and successfully meet future challenges. The approach can be distinguished from the traditional annual appraisal system and is about continuous and ongoing performance management, providing regular feedback, recognition and personal development.

The system is supported by real investment in training and development whereby a number of options are offered ranging from on the job coaching (including an in-house apprenticeship scheme) through to external courses.

The breadth of the Council services means that training and development has to be carefully tailored. Professionals from many different fields are employed, for example Accountancy, Legal, Human Resources, Environmental Services and Planning. Professional staff are required to complete continuous professional development, which needs to be factored in alongside personal and organisational development. The workforce also includes large teams of customer facing staff including Customer Service Advisors and with our service delivery partners, Leisure Assistants and Refuse Workers.

External Environment

The Council is committed to ensuring that its services evolve and adapt to meet the needs of a constantly changing world. The pace of change in local government has quickened in the last decade, and the impact of the Covid-19 has massively increased uncertainty in respect of local government funding.

Local Government: the funding shift

The Council signed up to a four-year financial settlement from the Government for the period 2016/17 – 2019/20. Whilst this brought a welcome degree of certainty compared to the previous annual settlements, the ‘deal’ also entailed progressive reductions to core funding for the Council. The Government’s aim is to phase out non-specific grant funding completely, e.g. Revenue Support Grant (RSG), and to support local authorities generating additional income locally via council tax, retaining a higher proportion of business rates and fees and charges. However, the Covid-19 pandemic has delayed the Fair Funding Review of local government and consequently the implementation of changes to the business rates system until 2022/23 at the earliest.

New Homes Bonus (NHB) funding was introduced in 2011 to provide an incentive for local authorities to encourage housing growth, including bringing empty homes back into use. NHB has become an extremely important source of funding to support both community projects and initiatives, and potentially the annual budget requirement for the Council. The Government has modified the scheme in recent years, culminating in a one-year only settlement for 2020/21 with no “legacy” payments. The Government had also intended to consult on alternatives to NHB during 2020, but this appears to have also been delayed by Covid-19, and latest indications are that there may be a further one year only settlement for 2021/22.

Changing Demographics: the impact on services

Probably the most significant demographic change that will impact on local government services is the effect of an ageing population. The Office for National Statistics (ONS) predicts that – by 2039 – 1 in 3 of the Suffolk population will be aged 65+ (compared to 1 in 4 for England as a whole). Combined with funding pressures, the effect of this is felt most acutely and directly by authorities responsible for providing adult social care services, which in Suffolk are provided by Suffolk County Council. However, a rising number of older residents has many implications across most of East Suffolk Council’s services, ranging from Housing (e.g. ensuring future housing supply adequately supports independent living) and Benefits (as people live longer, often on low incomes) through to Leisure Services (aimed at maintaining healthy and active lives in later life) and Waste Collection (e.g. assisted bin collections).



4. Council's Performance

The Council's Performance Report is reported quarterly to the Council's Cabinet. The report captures how the Council is performing against the strategic deliverable within the East Suffolk Business Plan, Key Performance Indicators (KPI's), financial updates, corporate risks and performance of partners. Achievements to highlight include:

- Economic Development – engaged with 6,929 businesses, including 4,206 engagements in Quarter 4 as a result of the Covid-19 crisis. 595 businesses received direct support. Events held during the year included the East Suffolk Business Festival and the Cultural Conference.
- Inward investment attracted to the district was over £2 million, including £250k to Saxmundham Art Station project from New Anglian Local Enterprise Partnership (NALEP); East Suffolk Smart Towns Project receiving £200k from NALEP innovation fund; £995k from the Coastal Communities Fund for Southwold Town Council; and Lowestoft's town centre received funding of £562,000, to support regeneration and improvements in and around London Road through Historic England's High Street Heritage Action Zones (HSHAZ) programme.
- Retained rates through Enterprise Zones were £60k above forecast amount totalling nearly £500k, due to increased development on EZ sites and increased business occupation.
- Housing - 819 net dwellings were completed in the area for the year, including 209 affordable homes. Covid-19 restrictions during Quarter 4 reduced the number of anticipated completions, but 849 dwellings, including 127 affordable units, were under construction at the end of Quarter 4. The recent adoption of the Local Plan for the former Waveney area and the advanced stage of the Local Plan for the former Suffolk Coastal area will increase certainty for developers and assist in increasing delivery.
- Completion of the Duncans Yard, Blundeston Prison and Albany Road developments securing 54 new units of affordable accommodation for the Council's housing stock.
- Food hygiene rating (percentage at 3-5 rating i.e. rated 'generally satisfactory' or 'better') exceeded its target of 95% with performance achieving 99% for the year. To help small businesses manage their food safety practices, the latest Food Standards Agency's Safer Food, Better Business packs were launched.
- Performance for all planning applications determined consistently exceeded targets throughout 2019/20 with overall performance at:
 - Minor planning applications – 75.3% determined in 8 weeks
 - Major planning applications – 88.2% determined in 13 weeks
 - Other planning applications – 86.8% determined in year.
- Household waste sent for reuse, recycling and composting was 44.97% for 2019/20, slightly above target of 44.62%. Residual waste per household performance was 459.33kg successfully under the target of 460.29kg.
- 407 homeless preventions were achieved under the Preventions Duty for the year. 51 applicants in temporary accommodation at end of Quarter 4 and 227 were in temporary accommodation during the year.
- There were 474,332 unique website user visits to the East Suffolk website in year. Facebook posts reached over 6 million, and the Council's Twitter, Instagram, and LinkedIn had over 145,000 followers. ICT network availability continued to exceed its target of 98% throughout the year with overall performance at 99.5%.

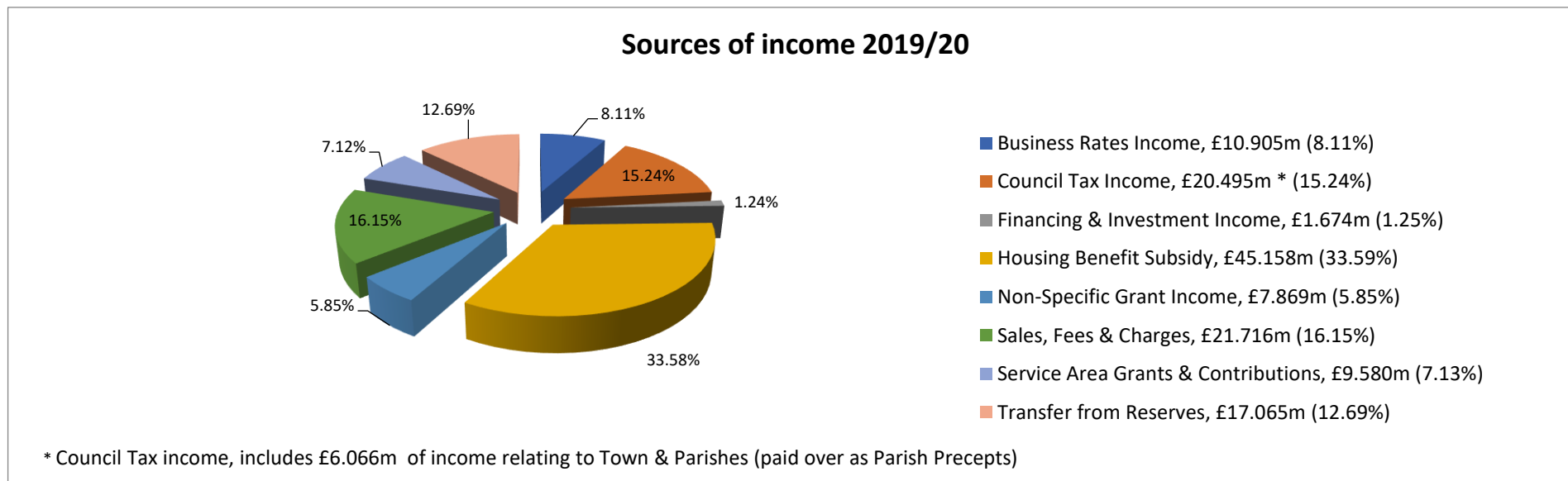


- The 'Framlingham Digital Towns Pilot' went ahead as the first project to go ahead in the Digital Towns scheme in a partnership led by Framlingham Town Council, Framlingham Business Association, and East Suffolk Council. Framlingham is the first of East Suffolk's smaller towns to receive free Wi-Fi, and a range of other digital and technological solutions
- Housing Benefit new claims and changes continued to exceed targets throughout the year with overall performance at 5.2 days, and the number of local authority overpayments was better than the target of 0.35% at 0.17%.
- Work to improve access to Felixstowe beach and beach huts was completed at a cost of £250,000. The Dip at Felixstowe was developed to provide space for 16 new beach huts, a separate storage hut for windsurfers and also a new car parking area to help water sports users.
- A new online land charges tool, which provides users with a paperless search service, was launched. The new East Suffolk 'Public Access Land Charges' (PALC) system enables people to submit searches directly to the Land Charges team.
- Leiston Leisure Centre had its official reopening ceremony in September 2019 following a £4 million redevelopment, the second project to be completed in East Suffolk Council's Leisure Programme to improve leisure facilities.
- A £3.4 million scheme to redevelop Bungay Pool and Gym started in Autumn 2019 with re-opening expected between July and September 2020.

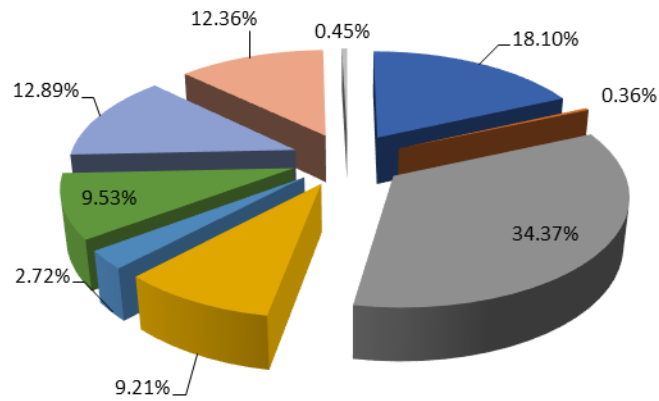
5. Financial Performance

General Fund Revenue Income and Expenditure

The following two charts show the sources of income to the Council during the year and how the income has been spent (excluding accounting adjustments required by Internal Financial Reporting Standards).



How the money has been spent 2019/20



- Direct Employee Expenditure, £24.343m (18.10%)
- Financing & Investment Expenditure, £0.483m (0.36%)
- Housing Benefit Payments, £46.216m (34.37%)
- Other Operating Expenditure, £12.382m * (9.21%)
- Premises Related Expenditure, £3.655m (2.72%)
- Supplies & Services Expenditure, £12.819m (9.53%)
- Third Party Payments, £17.337m (12.89%)
- Transfer to Reserves, £16.620m (12.36%)
- Transport Related Expenditure, £0.604m (0.45%)

* Includes £6.066m paid over as Parish Precepts to Town & Parish Councils



The table below provides the General Fund revenue outturn position for the Council for 2019/20, compared to the revised budget position. The original budget position was approved by the East Suffolk Shadow Authority Shadow Council on 28 February 2019. Within the Net Cost of Service, the total by Service Area will differ to those shown in the EFA in Note 7 of the Financial Statement. This is due to The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) which defines proper accounting practices for local authorities, and some transactions have to be analysed differently in the Financial Statement than when they are reported in the budget and for the purpose of internal financial management reporting.

General Fund Outturn Summary 2019/20				
	Original Budget	Revised Budget	Actual Outturn	Variance
	2019/20	2019/20	2019/20	2019/20
	£	£	£	£
General Fund Service Area Summary				
Customer Services, Communications & Marketing	2,006	1,900	1,845	(55)
Communities	1,938	2,477	1,919	(558)
Economic Development & Regeneration	1,385	2,938	1,104	(1,834)
Environmental Services & Port Health	734	337	(313)	(650)
Financial Services, Corporate Performance & Risk Management	863	816	736	(80)
Housing	1,583	1,429	1,155	(274)
ICT Services	2,421	2,560	2,493	(67)
Internal Audit	491	427	380	(47)
Legal & Democratic Service	2,467	2,419	2,247	(172)
Operations	7,523	10,685	11,568	883
Planning & Coastal Management	2,031	1,623	1,790	167
Revenue & Benefits	1,892	2,051	1,744	(307)
Senior & Corporate Management	2,930	3,331	3,064	(267)
Net Cost of Service	28,264	32,993	29,732	(3,261)
Non-Cost of Service Expenditure Adjustments				
Direct Revenue Financing (DRF)	6,418	5,162	2,761	(2,401)
Revenue provision for the repayment of debt (MRP)	830	816	815	(1)
Superannuation Backfunding	3,000	2,600	2,600	0
Recharges to the Housing Revenue Account (HRA)	(1,870)	(1,925)	(1,817)	108
Other Accounting Adjustments	35	35	21	(14)
			0	0
Other Operating Expenditure				
Town & Parish Precepts	6,066	6,066	6,066	0
Levies	237	237	234	(3)
			0	0
Financing and Investment Income and Expenditure				
Interest Payable	463	458	507	49
Other Financing Charges	517	469	469	0
Interest Receivable & Similar Income	(550)	(550)	(1,049)	(499)
HRA Share of Interest Payable & Receivable	(149)	(85)	(34)	51
Investment Property Income & Expenditure	(153)	(139)	(184)	(45)
Other Investment Income	0	(200)	(407)	(207)
			0	0
Non-Specific Grant Income				
New Homes Bonus	(2,408)	(2,408)	(2,408)	0
S31 Grant	(4,558)	(4,838)	(4,704)	134
Capital Grants	(114)	(54)	0	54
Other Non-ringfenced Government Grants	0	0	(186)	(186)
			0	0
Net Budget Expenditure before Reserve Movements	36,028	38,637	32,416	(6,221)

General Fund Outturn Summary 2019/20				
	Original Budget	Revised Budget	Actual Outturn	Variance
	2019/20	2019/20	2019/20	2019/20
	£	£	£	£
General Fund Service Area Summary				
Net Budget Expenditure before Reserve Movements	36,028	38,637	32,416	(6,221)
Net Movements on Reserves				
General Fund Balance	0	0	0	0
Revenue Earmarked Reserves *	(2,000)	(2,000)	(2,000)	0
Capital Reserves	(6,778)	(6,468)	(2,446)	4,022
	4,401	1,915	4,001	2,086
	0	0	0	0
Net Budget Expenditure After Reserve Movements	31,651	32,084	31,971	(113)
Financed By:				
Council Tax Income (District Council)	(14,429)	(14,429)	(14,429)	0
Council Tax Income (Town & Parish Precepts)	(6,066)	(6,066)	(6,066)	0
Council Tax Surplus	0	0	0	0
Business Rates Income	(10,585)	(10,857)	(10,744)	113
Business Rates Pilot Income	0	(161)	(161)	0
Revenue Support Grant	(323)	(323)	(323)	0
Rural Services Delivery Grant	(248)	(248)	(248)	0
Total Financing	(31,651)	(32,084)	(31,971)	113
* Includes use of In-Year Savings Reserve to balance the budget	(3,019)	(1,077)	(686)	391

An outturn report, providing further details of variances to budget, will be presented to the East Suffolk Council's Cabinet meeting on 1 September 2020.



Housing Revenue Account (HRA)

The HRA is a ring-fenced account, containing solely the costs arising from the provision and management of the Council's housing stock, offset by tenant rents, service charges and other income.

The Self-Financing regime was introduced in April 2012 and the Council had to take on a significant amount of debt (£68m) in exchange for not paying future Housing Subsidy. The total debt for the Council's HRA is currently at £76m (£68m from the self-financing settlement and £8m pre Self-Financing).

The Council's housing stock totalled 4,453 dwellings as at 31 March 2020 (4,446 as at 31 March 2019). During 2019/20 the Council added 38 properties to its housing stock, which included 36 new builds. The remaining net movement in-year was due to properties sold through the Right to Buy Scheme and sold on the open market.

Total Rent arrears as at 31 March 2020 was £0.973m (£1.119m as at 31 March 2019) and represented 4.9% of the HRA's gross collectable income. Predictive analytics software was implemented at the end of 2018/19 for current tenant arrears. This has been successful in reducing the number of cases rent officers.

As illustrated in the table and in the HRA section of the Statement of Accounts, the in-year movement on the HRA working balance was a surplus position of £0.373m, increasing the HRA working balance to £5.233m as at 31 March 2020. The HRA also holds Earmarked Reserves which are set out in Note 10 to the Statement of Accounts. As at 31 March 2020 the total balance on the HRA Earmarked Reserves was £16.316m. £11m of this relates to the HRA Debt Repayment Reserve which is to provide funding for future liabilities for repaying the self-financing debt.

The HRA capital programme consists of capital budgets for housing repairs, project development and the housing development programme. In 2019/20 the HRA capital programme totalled £3.130m, which consisted of £0.769m for the new build programme, £0.257m on the Housing Project Development and £2.104m for housing repairs and improvements. The HRA spending plans, including its capital investment programme, are currently fully funded from existing resources, with no requirement for additional borrowing during 2019/20.

Housing Revenue Account Outturn Summary				
	2019/20 Original Budget £'000	2019/20 Revised Budget £'000	2019/20 Outturn £'000	2019/20 Variance £'000
Income				
Dwelling rent	(18,765)	(18,703)	(18,840)	(137)
Non-dwelling rents	(181)	(163)	(184)	(21)
Service charges and facilities	(1,208)	(1,217)	(1,218)	(1)
Leaseholders charges for services	(10)	(10)	(9)	1
Contributions towards expenditure	(33)	(69)	(73)	(4)
Reimbursement of costs	(270)	(279)	(327)	(48)
Interest income	(96)	(140)	(183)	(43)
Total Income	(20,563)	(20,581)	(20,834)	(253)
Expenditure				
Repairs & maintenance	4,161	3,964	4,735	771
Supervision and management	3,090	3,167	3,054	(113)
Special services	1,908	1,942	1,928	(14)
Rents, rates and other charges	86	110	123	13
Movement in bad debt provision	(26)	50	(161)	(211)
Contribution to CDC* and pension backfunding	650	552	566	14
Capital charges	3,736	3,339	3,352	13
Interest charges	2,275	2,270	2,258	(12)
Revenue contribution to capital	5,120	2,277	612	(1,665)
Transfers to earmarked reserves	0	2,494	3,994	1,500
Total Expenditure	21,000	20,165	20,461	296
Net movement on the HRA for the year	437	(416)	(373)	43

* Corporate and Democratic Core (CDC)



General Fund Capital Programme

The successful delivery of many of the Council services also relies on the acquisition and maintenance of fixed assets such as land, buildings and equipment. Acquisitions and expenditure which enhance the value of assets is funded through capital expenditure, whereas maintenance (which maintains, rather than adds value) is funded through (General Fund) revenue expenditure.

Capital budgets are approved for the life of the project which can span more than one financial year. Any capital budgets for a project that remain unspent at the end of the financial year are carried forward to the following year. Similarly, with projects that are ahead of the original profile, budgets can be brought forward.

The table below summarises the General Fund Capital Programme outturn for the year. The variance at the end of the year of £15.585m is due to projects being rephrased/slippage to 2020/21 and the budgets will be carried forward accordingly.

The outturn report to Cabinet on 1 September 2020 will provide further information on the Capital Programme performance in 2019/20.

Service Area	General Fund Capital Programme Outturn			
	2019/20 Original Budget £'000	2019/20 Revised Budget £'000	2019/20 Outturn £'000	2019/20 Variance £'000
Economic Development & Regeneration	2,530	830	617	(213)
Environmental Services & Port Health	100	50	51	1
Financial Services	11,075	5,380	67	(5,313)
Housing Improvement	934	2,148	1,054	(1,094)
ICT Services	400	670	297	(373)
Operations	12,998	11,056	6,827	(4,229)
Planning & Coastal Management	12,257	6,302	1,938	(4,364)
Total General Fund Capital Expenditure	40,294	26,436	10,851	(15,585)
Financed By:				
<i>External:</i>				
Grants	2,341	9,150	7,968	(1,182)
Contributions	11,494	50	122	72
Borrowing	8,075	0	0	0
<i>Internal:</i>				
Capital Receipts	0	70	0	(70)
Borrowing	5,618	12,004	0	(12,004)
Reserves	12,766	5,162	2,761	(2,401)
Total General Fund Capital Financing	40,294	26,436	10,851	(15,585)



Reserves and Balances

The careful management of reserves and balances sits at the heart of the Council's strategic financial planning process. The Council has a policy of maintaining the level of General Fund balance at around 3% to 5% of its budgeted gross expenditure, and has determined in the Medium Term Financial Strategy to maintain this balance at £6m, taking account of the strategic, operational and financial risks facing the Council.

The Council holds a number of Earmarked Revenue Reserves which have been established to meet known or predicted liabilities and to hold balances of grants and external funding which is committed to future year spend. The Council reviews these reserves to ensure the levels continue to be appropriate and if no longer required, are returned to the General Fund. As at 31 March 2020 the total balance on Earmarked Reserves stood at £46.936m. Earmarked Reserves to highlight include:

- **Business Rates Equalisation Reserve (Balance as at 31 March 2020, £6.296m)** – This is income from Business Rates which is set aside to equalise the fluctuations in recognising Business Rate income due to timing differences, in particular in relation to Business Rates appeals and for year-end surpluses/deficits needing to be estimated in advance.
- **In-Year Savings Reserve (Balance as at 31 March 2020, £4.925m)** – This is prior year savings set-aside to support future year budget pressures. Use of this reserve is planned in 2020/21 as presented in the East Suffolk Council Budget for 2020/21.
- **Business Rate Pilot Reserve (Balance as at 31 March 2020, £2.673m)** – In 2018/19, Suffolk was successful with its bid to pilot 100% Business Rates Retention Scheme. The Council's share of the additional retained Business Rates income was £1.479m. This income has been transferred to this reserve and is to be used to provide funding for agreed projects.
- **Capital Reserve (Balance as at 31 March 2020, £7.950m)** – This reserve provides a source of funding for capital investment projects.
- **New Homes Bonus Reserve (Balance as at 31 March 2020, £5.442m)** – This reserve established from NHB income is used to support community initiatives and also potentially to support the General Fund budget.
- **Port Health (Balance as at 31 March 2020, £5.181m)** – This reserve provides a source of finance to support the future investment and development of the authority's infrastructure at the Port of Felixstowe.

Movements on all Earmarked Reserves are set out in Note 10 to the Statement of Accounts.

Interests in Companies and Other Entities

In 2008/09 Waveney District Council entered into an arrangement with Norse Commercial Services Limited (NCS) for the provision of a package of services including refuse, cleansing and maintenance. East Suffolk Council holds a 19.9% share of Waveney Norse Limited (Ltd). Payments made to Waveney Norse Ltd in respect of the services provided are included within the Cost of Services in the Comprehensive Income and Expenditure Statement of the Council's Statement of Accounts. Total payments to Waveney Norse Ltd were £7.439m in 2019/20 (£7.068m in 2018/19).

East Suffolk holds a 20% share of Suffolk Coastal Norse Limited (Ltd) held by Suffolk Coastal District Council since 1 April 2009. Suffolk Coastal Norse Ltd provides a package of services including refuse, cleansing and maintenance. Payments made to Suffolk Coastal Norse Ltd in respect of the services provided are included within the Cost of Services in the Comprehensive Income and Expenditure Statement of the Council's Statement of Accounts. Total payments to Suffolk Coastal Norse Ltd were £8.936m in 2019/20 (£8.514m in 2018/19).



East Suffolk Holdings Limited is wholly owned by the Council and was incorporated on 24 October 2019. East Suffolk Holdings is the sole shareholder of East Suffolk Construction Services Limited, East Suffolk Property Developments Limited, and East Suffolk Property Investments Limited, all of which were incorporated on 26 November 2019. All these companies were dormant in 2019/20 and are intended to commence trading in 2020/21.

Pension Liabilities

The Council participates in the Local Government Pension Scheme, administered locally by Suffolk 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 liabilities with investment assets.

The Pensions Liability in the Balance Sheet reflects the underlying commitments that the Council has in the long term to pay retirement benefits. The impact of the net pension liability on overall reserves amounts to £53.445m in 2019/20 (£75.393m for 2018/19). Statutory arrangements for funding the deficit mean the financial position of the Council is not affected by this movement.

The latest triennial actuarial valuation of the assets and liabilities of the Suffolk County Pension Fund was completed on 31 March 2019. The Council has been advised that its share of the pension fund was 98% fully funded at this date. The proposed employers pension contribution rate for 2020/21, 2021/22 and 2022/23 is 34%, 33% and 32% and is a reduction on the current rate for East Suffolk of 35.4%.

Provisions and Contingencies

Through the National Non Domestic Rates (NNDR1) return, the Council has to estimate the business rates income expected to be received in the coming year based on a number of assumptions. The most significant assumption is in relation to the provision for appeals. The Council has reviewed the methodology for appeals in relation to the new check, challenge, appeal process, which has seen a significant reduction in appeals. As a result, the provision significantly decreased for both predecessor authorities in 2018/19. As a result of the Covid-19 pandemic, the national business rates revaluation planned to take effect in April 2021 has been postponed, and the 2017 valuation list will apply for at least another year. As appeals will consequently continue to be potentially made against this list, scope for further reductions to the provision have been limited. The provision for Business Rates appeals is shown in the Collection Fund Note to the Financial Statements. The economic impact of the Covid-19 pandemic and the potential ability for debts to be recovered has also been reflected in increased provisions for doubtful debts in respect of business rates, council tax, housing benefit overpayments, and sundry debtors.



6. Risks and Opportunities

Risks

The Council's approach to risk management is to embed risk management into the organisation so that it is the responsibility of all managers and teams. A detailed review of all corporate risks is undertaken quarterly by Corporate Management Team at Corporate Governance Days, this includes management, monitoring and consideration of risks including the management of the risk process.

All Corporate Risks, significant for the Council, are reported to the Audit and Governance Committee in March. The high-level details as at 31 March 2020 are:

Corporate Risk	Current rating	Target rating	Projected Direction to meet target
Failure of assets to meet financial requirements	Amber	Green	↑
Medium Term Overview (inc. Annual Budget and Financial Governance)	Amber	Green	➡
Service Delivery Contracts / Partnerships (large/significant)	Amber	Green	➡
Service Delivery Contracts / Partnerships (small/other)	Green	Green	➡
ICT (including Disaster Recovery for ICT)	Amber	Amber	➡
Housing Development Programme	Amber	Green	↑
Digital Transformational Services	Amber	Green	↑
General Data Protection Regulation and Data Governance	Amber	Green	↑
East Suffolk Commercial Partnerships	Amber	Green	↑
Brexit	Amber	Green	➡
Migration of Universal Credit	Green	Green	↑
Programme and Project Delivery	Green	Green	➡
Capital Programme	Green	Green	↑
East Suffolk Strategic Plan	Green	Green	↑
Ethical Standards	Green	Green	➡
Management of key contracts/partnerships, realise financial benefits	Amber	Green	➡
Fire risk to exterior cladding at tower block at St Peter's Court	Amber	Green	➡



New risks:	Current rating	Target rating	Projected Direction to meet target
Coronavirus	Red	Amber	n/a
Safeguarding – Protecting most vulnerable ensuring they receive appropriate help from others	Amber	Green	n/a
Escalating cost of waste collection/services	Amber	Green	n/a
Flooding and Tidal surges: <i>(Lowestoft)</i>	Amber	Green	n/a
<i>(All other locations)</i>	Green	Green	n/a
Coastal Erosion	Amber	Amber	n/a
Climate change	Amber	Green	n/a

Action plans are in place to continue to improve mitigation for cyber threats and risks.

Opportunities

As outlined in the following section, the impact of the Covid-19 pandemic represents an unprecedented challenge to the Council and the area district. However, East Suffolk is well placed to take advantage of a range of opportunities and ensure sustainable economic recovery. - ensuring value for money for residents and become more financially resilient.

East Suffolk is recognised by many as an economic powerhouse area, with many major assets located in the district such as Felixstowe Port, BT's global Research and Development Head Quarters, offshore wind sector and nuclear energy (Sizewell Power Plant). Developments likely to bring significant economic and employment opportunities for the district include:

- The Port of Felixstowe is now the largest container port in the UK and further expansion (especially in supporting infrastructure) is planned; and
- Sizewell Power Plant major expansion - development of "Sizewell C", a third Nuclear Power Station on the site.

Lowestoft, along with neighbouring Great Yarmouth Borough Council, is one of only six locations in England that have been designated as a Centre for Offshore Renewable Engineering (CORE) status by the Government. CORE status is awarded through recognising the existing port infrastructure, skills, supply chain and Local Government support to enable rapid growth within the offshore wind sector.

Tourism is an important part of the Council's economy. Visitors are attracted by the character, culture, festivals, music, art, food, drink, clean beaches and spectacular coastline, with areas of the district designated as Areas of Outstanding Natural Beauty (AONB).

The Council will also be able to increase its ability to extend social housing, with the Housing Revenue Account now being able to operate in the whole East Suffolk district.



7. Covid-19, Going Concern Issues, and Looking Forward

The concept of a going concern assumes that an authority's functions and services will continue in operational existence for the foreseeable future. The provisions in the Code in respect of going concern reporting requirements reflect the economic and statutory environment in which local authorities operate. These provisions confirm that, as authorities cannot be created or dissolved without statutory prescription, they must prepare their financial statements on a going concern basis of accounting.

Local authorities carry out functions essential to the local community and are themselves revenue-raising bodies (with limits on their revenue-raising powers arising only at the discretion of central government). If an authority were in financial difficulty, the prospects are that alternative arrangements might be made by central government either for the continuation of the services it provides or for assistance with the recovery of a deficit over more than one financial year. As a result of this, it would not therefore be appropriate for local authority financial statements to be provided on anything other than a going concern basis. Accounts drawn up under the Code therefore assume that a local authority's services will continue to operate for the foreseeable future.

The accounts are prepared on a going concern basis; that is, on the assumption that the functions of the Council will continue in operational existence for the foreseeable future from the date that the accounts are authorised for issue.

The Council has considered the impact of the Covid-19 pandemic on its financial position, liquidity and performance during 2020/21 and beyond. This is included in Note 1 Accounting Policies, part (a) General Principles. The assessment has included modelling scenarios that consider the impact on:

- Reductions in income
- Increased expenditure
- Cashflow and liquidity
- General fund balances and reserves

The Council has also considered known and expected government funding and determined that it has sufficient liquidity from its ability to access short term investments and sufficient general fund balances and reserves to continue to deliver services. As a result, the Council is satisfied that it can prepare its accounts on a going concern basis.

The Council has also considered the impact as an event after the balance sheet date in Note 6 to the accounts.

The restrictions in place within the United Kingdom in response to Covid-19 in the early part of 2020/21, and the resulting economic recession, have created significant issues for many businesses and residents. From April 2020 onwards, Council income was affected detrimentally in a range of areas such as car parking and planning, where these services were unable to function normally and generate income from fees and charges. In addition, the Council incurred significant additional costs in the provision of relief efforts in respect of the pandemic, such as the administration of business support and the management of community hubs. Moving into 2021/22, the most significant financial impacts on the Council are expected to be the effect on the collection fund and the council tax base from the awarding of more council tax reduction scheme reliefs, and the potential impact on business rates income. The government has provided some support for lost income and additional costs borne by authorities because of the crisis and the Council has received just over £2.6 million in this regard. In addition, in early July 2020, the Government announced a scheme for reimbursement of lost income, which will significantly assist the financial position in 2020/21.

The Council's Cabinet received a comprehensive report on the financial implications of Covid-19 at its meeting on 7 July 2020. In addition to detailing the various Government support measures to businesses and the community, this report outlined the actual and potential financial impacts on the Council itself. The table below summarises these impacts over the MTFS period of 2019/20 to 2024/25.



Covid-19 Impact (as at 17 July 2020)						
General Fund	Actual 2019/20 £'000	Estimated 2020/21 £'000	Estimated 2021/22 £'000	Estimated 2022/23 £'000	Estimated 2023/24 £'000	Estimated 2024/25 £'000
Total Cost Pressure	43	1,356	0	0	0	0
Income Pressures:						
Sales, Fees & Charges Losses	363	5,169	396	2	2	2
Other Income	0	3,819	2,854	1,150	650	150
Total Income Pressure	363	8,988	3,250	1,152	652	152
Net Impact (before Government Funding)	406	10,344	3,250	1,152	652	152
Government Funding Received & Forecast	(122)	(6,323)	0	0	0	0
Net Impact (before Government Funding) *	284	4,021	3,250	1,152	652	152
<i>* Subject to continuous review and therefore change</i>						

The situation on local government and the impact of the Covid-19 pandemic is currently developing rapidly. As shown above, after taking Government funding into account, the net impacts on the Council's General Fund are currently estimated to be £4m in 2020/21, and £3.2m in 2021/22, with reduced and very uncertain impacts over the rest of the MTFS period. These impacts are dependent on the scale and duration of the economic recession, and the speed and nature of economic recovery.

The financial impacts estimated in the current year primarily concern the Council's own income sources, especially car parking and planning, whereas next year's estimated impacts primarily concern council tax as a key external income stream. There will inevitably be an impact on Council Tax income arising primarily from an increase in the number of Local Council Tax Reduction Scheme (LCTRS) claims related to increasing unemployment, but these forecasts are obviously very uncertain.

These estimates do not take into account any impacts on business rates at this stage, other than potential loss of the Pooling Benefit from the Suffolk Business Rates Pool. The position on Business Rates is very uncertain and will also be dependent on recession and recovery impacts, together with Government policy.

Overall, the current estimated net impacts on the Council's General Fund over the Medium Term Financial Strategy (MTFS) period are as shown below in addition to the budget gaps currently forecast in the MTFS:



	2020/21	2021/22	2022/23	2023/24	2024/25
	£'000	£'000	£'000	£'000	£'000
MTFS Forecast - East Suffolk					
Budget Gap February 2020	0	5,350	6,163	6,676	6,676
Deferral of changes to the Business Rates system until 2022/23	0	(4,884)	0	0	0
Covid-19 Net Impact (before Government Funding) *	4,021	3,250	1,152	652	152
Forecast Budget Gap (17 July 2020)	4,021	3,716	7,315	7,328	6,828

* See previous table for Covid-19 impact

Reforms to the local government finance system have been deferred until 2022/23 at the earliest and the planned national business rates revaluation exercise has also been postponed. The continuation of the current arrangements into 2021/22 is of significant financial benefit to the Council, given its advantageous position under the current system.

As at 31 March 2020, the Council had the following Earmarked Reserves available to largely enable it to absorb this shock to its income streams in the short term:

In Year Savings Reserve £4.925m

Business Rates Equalisation Reserve £6.296m

However, a prolonged and sustained recession, combined with the need to close the already forecast budget gap could put pressure on other earmarked reserves and Council projects and services. There is a need for the Council to work up a savings plan to deliver a sustainable financial position and replenish reserves enabling key recovery projects to be undertaken.

The Housing Revenue Account (HRA) is generally less exposed to the financial impacts of the pandemic than the General Fund, although rent income will be affected to a degree.



8. Capital Programme

The Council's Capital Programme has been affected to some extent by the Covid-19 pandemic and will need to be reviewed over the coming year with regard to both the re-phasing of projects and re-evaluation of priorities.

The Capital Programme has been compiled taking account of the following main principles, to:

- maintain an affordable four-year rolling capital programme;
- ensure capital resources are aligned with the Council's Strategic Plan;
- maximise available resources by actively seeking external funding and disposal of surplus assets; and
- not to anticipate receipts from disposals until they are realised.

In January 2020, a General Fund Capital Programme of £126m was approved for East Suffolk Council for the period 2020/21 to 2023/24, including the following key projects in 2020/21:

- *Lowestoft Flood Risk Management/Tidal Barrier (£13.4million)* – currently the highest value scheme that the Council has with a budget allocation of £9.5 million included for Phase 1 works (Tidal Walls, Pluvial and Fluvial) and £3.9 million for Phase 2 works (the Tidal Gate);
- *Felixstowe Regeneration Project (£10.0 million)* – major investment in Felixstowe and progression of an overall £21 million regeneration initiative;
- *Land Acquisitions (£2.5 million)* - a block allocation to finance strategic land acquisitions, aimed at advancing the Council's housing and regeneration priorities;
- *Commercial Investment (£2.5 million)* - to progress the Council's Commercial Investment Strategy;
- *Lowestoft Beach Hut Replacement (£2.5 million)* – replacement of beach huts along with the demolition, reconstruction and enhancement of the adjoining café and amenity block;
- *East Point Pavilion (£1.5 million)* – development of new restaurant/café premises; and
- *Bungay Leisure Centre (£1.8 million)* – major redevelopment of leisure centre.

The HRA capital programme totals nearly £53m million over the period and includes £32.4 million allocated to the New Build Programme.



STATEMENT OF RESPONSIBILITIES

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 Chief Finance Officer.
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- approve the Statement of Accounts.

Councillor Geoff Lynch

Chairman of Audit & Governance Committee, East Suffolk Council

The Chief Finance Officer's Responsibilities

The Chief Finance Officer 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 2019/20* (the Code).

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

- selected suitable accounting policies and then applied them consistently.
- made judgements and estimates that were reasonable and prudent; and
- compiled with the local authority Code.

The Chief Finance Officer has also:

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

Certificate by the Chief Finance Officer

I certify that this Statement of Accounts has been prepared in accordance with proper accounting practices and presents a true and fair view of the financial position of the Council at 31 March 2020 and its income and expenditure for the year ending on that date.

Simon Taylor (CPFA)
Chief Finance Officer and S151 Officer, East Suffolk Council – 7 August 2020



EXPENDITURE AND FUNDING ANALYSIS

This analysis shows how annual expenditure is used and funded from resources (government grants, council tax and business rates) by Councils in comparison with those resources consumed or earned by councils in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the council's services. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement. This is not a primary statement. Comparative figures for 2018/19 are not required in respect of the Council's predecessor authorities.

	Net Expenditure in the Comprehensive Income & Expenditure Statement £'000	2019/20 (Note 7)				Net Expenditure Chargeable to GF & HRA Balances £'000
		Adjustments between the Funding & Accounting Basis				
		Capital £'000	Pensions £'000	Other £'000	Total Adj £'000	
Communities	2,053	-	174		174	2,227
Customer Services	1,901	(1)	266		265	2,166
Economic Development and Regeneration	1,414	(34)	185		151	1,565
Environmental Services and Port Health	483	(26)	672		646	1,129
Financial Services, Corporate Performance and Risk Management	2,107	(245)	2,748		2,503	4,610
Housing Operations and Landlord Services	75	1,273	237		1,510	1,585
Housing Revenue Account	(9,540)	2,973	882		3,855	(5,685)
ICT Services	2,782	(301)	205		(96)	2,686
Internal Audit	409	-	75		75	484
Legal and Democratic Services	2,393	(3)	171		168	2,561
Operations	19,703	(8,214)	218		(7,996)	11,707
Planning and Coastal Management	4,094	(1,737)	665		(1,072)	3,022
Revenue and Benefits	2,241	-	457		457	2,698
Senior and Corporate Management	3,109	-	394		394	3,503
Cost of Services	33,224	(6,315)	7,349	-	1,034	34,258
Other Operating Expenditure	6,085	727	-	-	727	6,812
Financing and Investment Income and Expenditure	4,732	3,797	(13,089)	(1,164)	(10,456)	(5,724)
Taxation and Non-Specific Grant Income	(53,335)	12,278	-	1,787	14,065	(39,270)
(Surplus) or Deficit on Provision of Services	(9,294)	10,487	(5,740)	623	5,370	(3,924)
Opening General Fund and HRA Balance						(70,554)
Less/Plus Surplus of (Deficit) on General Fund and HRA Balance in Year						(3,924)
Closing General Fund and HRA Balance at 31 March						(74,478)



COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Councils raise taxation to cover expenditure in accordance with statutory regulations; this may be different from the accounting cost. The taxation position is shown in the Expenditure and Funding Analysis and the Movement in Reserves Statement. The Group includes the Council's share of the Suffolk Coastal Norse Ltd and Waveney Norse Ltd profits and tax expenses. Comparative figures for 2018/19 are not required in respect of the Council's predecessor authorities.

	Authority 2019/20			Group 2019/20
	Gross Expenditure	Gross Income	Net Expenditure	Net Expenditure
Cost of Services				
Communities	3,200	(1,147)	2,053	2,053
Customer Services	1,904	(3)	1,901	1,901
Economic Development and Regeneration	2,688	(1,274)	1,414	1,414
Environmental Services and Port Health	6,582	(6,099)	483	483
Financial Services, Corporate Performance and Risk Management	2,934	(827)	2,107	2,107
Housing Operations and Landlord Services	4,235	(4,160)	75	75
Housing Revenue Account	11,110	(20,650)	(9,540)	(9,540)
ICT Services	2,790	(8)	2,782	2,782
Internal Audit	529	(120)	409	409
Legal and Democratic Services	3,056	(663)	2,393	2,393
Operations	31,210	(11,507)	19,703	19,703
Planning and Coastal Management	7,940	(3,846)	4,094	4,094
Revenue and Benefits	50,668	(48,427)	2,241	2,241
Senior and Corporate Management	3,688	(579)	3,109	3,109
Total Cost of Services	132,534	(99,310)	33,224	33,224
Other Operating Expenditure (note 11)			6,085	6,085
Financing and Investment Income and Expenditure (note 12)			4,732	4,732
Taxation and Non-Specific Grant Income (note 13)			(53,335)	(53,335)
(Surplus) or Deficit on Provision of Services			(9,294)	(9,294)
Share of (Surplus)/Deficit on the Provision of services by Associates (note 31)			-	20
Tax expenses of Associates (note 31)			-	(10)
(Surplus)/Deficit			(9,294)	(9,284)
Surplus or deficit on revaluation of non-current assets (note 21)			(10,284)	(10,284)
Remeasurement of the net defined benefit liability / (asset) (note 21)			(27,686)	(27,686)
Other Comprehensive Income and Expenditure			(37,970)	(37,970)
Total Comprehensive Income and Expenditure			(47,264)	(47,254)



MOVEMENT IN RESERVES STATEMENT

This statement shows the movement in the year on the different reserves held by the Council and the Group (i.e. including Suffolk Coastal Norse Ltd and Waveney Norse Ltd), analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The (Surplus) or Deficit on the Provision of Services line shows the true economic cost of providing the Group's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. This is different from the statutory amounts required to be charged to the General Fund Balance for council tax setting purposes. The Net (Increase) / Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the council. No Movement in Reserves Statement is shown for 2018/19 in respect of the Council's predecessor authorities.

	General Fund	Earmarked General Fund	Housing Revenue Account	Earmarked Housing Revenue Account	Major Repairs Reserve	Capital Receipts Reserve	Capital Grants Unapplied Account	Total Usable Reserves	Unusable Reserves	Total Authority Reserves	Council's share of Reserves of Associates	Total Group Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Balance at 31 March 2019	(7,999)	(45,374)	(4,860)	(12,321)	(19,629)	(4,459)	(18,434)	(113,076)	(168,181)	(281,258)	(118)	(281,376)
<u>Movement in reserves during 2019/20</u>												
(Surplus) or deficit on provision of services	(1,247)	-	(8,047)	-	-	-	-	(9,294)	-	(9,294)	-	(9,294)
Other Comprehensive Income and Expenditure	-	-	-	-	-	-	-	-	(37,970)	(37,970)	-	(37,970)
Total Comprehensive Income and Expenditure	(1,247)	-	(8,047)	-	-	-	-	(9,294)	(37,970)	(47,264)	-	(47,264)
Adjustment between Group and Authority Accounts:												
- Purchase of Goods and Services from Associate (note 31)	-	-	-	-	-	-	-	-	-	-	10	10
Net (Increase) / Decrease before Transfers	(1,247)	-	(8,047)	-	-	-	-	(9,294)	(37,970)	(47,264)	10	(47,254)
Adjustments between accounting basis and funding basis under regulations (note 9)	1,690	-	3,680	-	(1,173)	(1,824)	(5,476)	(3,103)	3,103	-	-	-
Net (Increase) / Decrease before Transfers to Earmarked Reserves	443	-	(4,367)	-	(1,173)	(1,824)	(5,476)	(12,397)	(34,867)	(47,264)	10	(47,254)
Transfer to / from Earmarked Reserves (note 10)	1,556	(1,556)	3,994	(3,994)	-	-	-	-	-	-	-	-
(Increase) / Decrease in Year	1,999	(1,556)	(373)	(3,994)	(1,173)	(1,824)	(5,476)	(12,397)	(34,867)	(47,264)	10	(47,254)
Balance at 31 March 2020 carried forward	(6,000)	(46,930)	(5,233)	(16,315)	(20,802)	(6,283)	(23,910)	(125,473)	(203,048)	(328,522)	(118)	(328,640)



BALANCE SHEET

The Balance Sheet shows the value of the assets and liabilities recognised by the Council and the Group at the Balance Sheet date, which is 31 March each year. The net assets (assets less liabilities) are matched by the Group's reserves, reported in two categories. Details of the Usable Reserves can be found at the bottom of this Balance Sheet and Unusable Reserves held by the Group are contained within Note 21 to the Council's Core Financial Statements. Comparative figures for 2018/19 are not required in respect of the Council's predecessor authorities.

	Note	Assets & Liabilities	
		Authority 2019/20 £'000	Group 2019/20 £'000
Property, Plant and Equipment	14	363,593	363,593
Investment Property	15	2,900	2,900
Heritage Assets		588	588
Intangible Assets		149	149
Long Term Investments	16 + 33	18,676	18,676
Investment in Associates	31	-	118
Long Term Debtors	16	1,392	1,392
Long Term Assets		387,298	387,416
Short Term Investments	16	84,388	84,388
Current Assets held for sale		4	4
Inventories		105	105
Short Term Debtors	17	19,164	19,164
Cash and Cash Equivalents	Cash Flow	19,718	19,718
Current Assets		123,379	123,379
Short Term Creditors	18	(38,294)	(38,294)
Short Term Capital Grants Receipts in Advance	20	(151)	(151)
Current Liabilities		(38,445)	(38,445)
Long Term Creditors	32	(6,644)	(6,644)
Long Term Provisions	19	(2,603)	(2,603)
Long Term Borrowing	16	(77,413)	(77,413)
Long Term Capital Grants Receipts in Advance	20	(3,606)	(3,606)
Other Long Term Liabilities - Pension Liability	28	(53,445)	(53,445)
Long Term Liabilities		(143,711)	(143,711)
Net Assets		328,521	328,639



	Note	Reserves	
		Authority	Group
		2019/20 £'000	2019/20 £'000
<u>Capital Reserves</u>			
Capital Receipts Reserve		(6,283)	(6,283)
Capital Grants Unapplied		(23,910)	(23,910)
Major Repairs Reserve		(20,802)	(20,802)
Share of Reserves of Associates	31	-	(118)
<u>Revenue Reserves</u>			
General Fund			
- Fund Balance		(6,000)	(6,000)
- Earmarked Reserves		(46,930)	(46,930)
Housing Revenue Account			
- Fund Balance		(5,233)	(5,233)
- Earmarked Reserves		(16,315)	(16,315)
Usable reserves		(125,473)	(125,591)
Unusable reserves	21	(203,048)	(203,048)
Total Reserves		(328,521)	(328,639)



CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council and Group 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. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the authority. Comparative figures for 2018/19 are not required in respect of the Council's predecessor authorities.

	2019/20 £'000
Net (surplus) or deficit on the provision of services	(9,294)
Adjust net surplus or deficit on the provision of services for non cash movements:	
- Depreciation and Amortisation of Non Current Assets	(8,791)
- Impairment and Downward valuations	(1,040)
- Impairment for Bad Debts	(323)
- Change in Creditors	(2,164)
- Change in Debtors	(4,063)
- Change in Inventory	25
- Pension Liability	(5,738)
- Other non-cash items charged to Surplus / Deficit on Provision of Services	2,278
- Carrying value of Non-Current Assets disposed	(1,581)
- Movement in Investment Property Values	18
	(21,379)
Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities	16,898
Net cash flows from Operating Activities	(13,775)
Investing Activities:	
- Purchase of property, plant and equipment, investment property and intangible assets	12,672
- Purchase of short-term and long-term investments	223,200
- Other payments for investing activities	288
- Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(2,592)
- Proceeds from short-term and long-term investments	(210,700)
- Other receipts from investing activities	(12,955)
	9,913



	2019/20 £'000
Financing Activities:	
- Other receipts from financing activities	(4)
- Cash payments for the reduction of the outstanding liabilities relating to finance leases	262
- Repayments of short- and long-term borrowing	10,161
- Other payments for financing activities	2,468
	<u>12,887</u>
Net increase or decrease in cash and cash equivalents	9,025
Cash and cash equivalents at the beginning of the reporting period	(28,743)
Cash and cash equivalents at the end of the reporting period	(19,718)
- Cash held by officers	1
- Short-term deposits	7,000
- Bank current account	12,717
Sub-Total - Cash and Cash Equivalents	19,718
- Other bank balances (overdrafts)	-
Cash and cash equivalents at the end of the reporting period	19,718
The cashflows for operating activities include the following items:	
- Interest received	916
- Interest paid	(3,060)
- Dividends received	267



NOTES TO THE CORE FINANCIAL STATEMENTS

1. Accounting Policies

a) General Principles

The Statement of Accounts summarises the 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 of Accounts, by the Accounts and Audit Regulations 2015, which those Regulations require to be prepared in accordance with proper accounting practices. These practices primarily 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. Preparer's materiality has been set at £2.650m and only accounting policies and disclosures that exceed this materiality level have been provided, with the exception of politically sensitive areas of the Statement of Accounts, such as Members Allowance (Note 22) and Officers Remuneration (Note 25).

Going Concern

The accounts are prepared on a going concern basis; that is, on the assumption that the functions of the Council will continue in operational existence for the foreseeable future from the date that the accounts are authorised for issue.

The Council has considered the impact of the Covid-19 pandemic on its financial position, liquidity and performance during 2020/21 and beyond. The assessment has included modelling scenarios that consider the impact on:

- Reductions in income
- Increased expenditure
- Cashflow and liquidity
- General fund balances and reserves

The Council has also considered known and expected government funding and determined that it has sufficient liquidity from its ability to access short term investments and sufficient general fund balances and reserves to continue to deliver services. As a result, the Council is satisfied that it can prepare its accounts on a going concern basis.

The Council has also considered the impact as an event after the balance sheet date in Note 6 to the accounts.



The restrictions in place within the United Kingdom in response to Covid-19 in the early part of 2020/21, and the resulting economic recession, have created significant issues for many businesses and residents. From April 2020 onwards, Council income was affected detrimentally in a range of areas such as car parking and planning, where these services were unable to function normally and generate income from fees and charges. In addition, the Council incurred significant additional costs in the provision of relief efforts in respect of the pandemic, such as the administration of business support and the management of community hubs. Moving into 2021/22, the most significant financial impacts on the Council are expected to be the effect on the collection fund and the council tax base from the awarding of more council tax reduction scheme reliefs, and the potential impact on business rates income. The government has provided some support for lost income and additional costs borne by authorities because of the crisis and the Council has received just over £2.6 million in this regard. In addition, in early July 2020, the Government announced a scheme for reimbursement of lost income, which will significantly assist the financial position in 2020/21.

The Council's Cabinet received a comprehensive report on the financial implications of Covid-19 at its meeting on 7 July 2020. In addition to detailing the various Government support measures to businesses and the community, this report outlined the actual and potential financial impacts on the Council itself. The table below summarises these impacts over the MTFs period of 2019/20 to 2024/25.

	Covid-19 Impact (as at 17 July 2020)					
	Actual 2019/20 £'000	Estimated 2020/21 £'000	Estimated 2021/22 £'000	Estimated 2022/23 £'000	Estimated 2023/24 £'000	Estimated 2024/25 £'000
General Fund						
Total Cost Pressure	43	1,356	0	0	0	0
Income Pressures:						
Sales, Fees & Charges Losses	363	5,169	396	2	2	2
Other Income	0	3,819	2,854	1,150	650	150
Total Income Pressure	363	8,988	3,250	1,152	652	152
Net Impact (before Government Funding)	406	10,344	3,250	1,152	652	152
Government Funding Received & Forecast	(122)	(6,323)	0	0	0	0
Net Impact (before Government Funding) *	284	4,021	3,250	1,152	652	152

** Subject to continuous review and therefore change*

The situation on local government and the impact of the Covid-19 pandemic is currently developing rapidly. As shown above, after taking Government funding into account, the net impacts on the Council's General Fund are currently estimated to be £4m in 2020/21, and £3.2m in 2021/22, with reduced and very uncertain impacts over the rest of the MTFs period. These impacts are dependent on the scale and duration of the economic recession, and the speed and nature of economic recovery.



The financial impacts estimated in the current year primarily concern the Council's own income sources, especially car parking and planning, whereas next year's estimated impacts primarily concern council tax as a key external income stream. There will inevitably be an impact on Council Tax income arising primarily from an increase in the number of Local Council Tax Reduction Scheme (LCTRS) claims related to increasing unemployment, but these forecasts are obviously very uncertain.

These estimates do not take into account any impacts on business rates at this stage, other than potential loss of the Pooling Benefit from the Suffolk Business Rates Pool. The position on Business Rates is very uncertain and will also be dependent on recession and recovery impacts, together with Government policy.

Overall, the current estimated net impacts on the Council's General Fund over the Medium Term Financial Strategy (MTFS) period are as shown below in addition to the budget gaps currently forecast in the MTFS:

	2020/21	2021/22	2022/23	2023/24	2024/25
	£'000	£'000	£'000	£'000	£'000
MTFS Forecast - East Suffolk					
Budget Gap February 2020	0	5,350	6,163	6,676	6,676
Deferral of changes to the Business Rates system until 2022/23	0	(4,884)	0	0	0
Covid-19 Net Impact (before Government Funding) *	4,021	3,250	1,152	652	152
Forecast Budget Gap (17 July 2020)	4,021	3,716	7,315	7,328	6,828

* See previous table for Covid-19 impact

Reforms to the local government finance system have been deferred until 2022/23 at the earliest and the planned national business rates revaluation exercise has also been postponed. The continuation of the current arrangements into 2021/22 is of significant financial benefit to the Council, given its advantageous position under the current system.

As at 31 March 2020, the Council had the following Earmarked Reserves available to largely enable it to absorb this shock to its income streams in the short term:

In Year Savings Reserve £4.925m

Business Rates Equalisation Reserve £6.296m

However, a prolonged and sustained recession, combined with the need to close the already forecast budget gap could put pressure on other earmarked reserves and Council projects and services. There is a need for the Council to work up a savings plan to deliver a sustainable financial position and replenish reserves enabling key recovery projects to be undertaken.

The Housing Revenue Account (HRA) is generally less exposed to the financial impacts of the pandemic than the General Fund, although rent income will be affected to a degree.



b) Accruals of Income and Expenditure

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

- Revenue from the sale of goods is recognised when the Council transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Council.
- Revenue from the provision of services is recognised when the Council can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Council.
- Supplies are recorded as expenditure when they are consumed - where there is a gap between the date supplies are received and their consumption; they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest payable on borrowings and receivable on investments is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument, rather than the cash flows fixed or determined by the contract. Accrued interest is accounted for in the Balance Sheet as part of the carrying value of the financial instrument.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- Where payments have been received in advance of obligations being performed, they have been recognised as a liability on the Balance Sheet.
- Works are charged as expenditure when they are completed before which they are carried as works in progress with inventories on the Balance Sheet.
- In calculating the accrual for major grant claims including Housing Benefit Subsidy, the sums receivable have been estimated using the latest information available from the Housing Benefit system.
- Where the Council is acting as an agent for another party (e.g., in the collection of non domestic rates (NDR) and council tax), income and expenditure are recognised only to the extent that commission is receivable by the Council for the agency services rendered or the Council incurs expenses directly on its own behalf in rendering the services.

c) 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 highly liquid investments that mature in seven days or less from the date of acquisition and that are readily convertible to known amounts of cash without penalty and with insignificant risk of change in value.

In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Council's cash management.



d) Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

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

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

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

e) Charges to Revenue for Non-Current Assets

Services, support services and trading accounts are debited with the following amounts to record the cost of holding non-current assets during the year:

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

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



f) Employee Benefits

Benefits payable during employment

Short-term employee benefits are those that fall due to be settled wholly within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits for current employees and are recognised as an expense for services in the year in which employees render service to the Council. An accrual is only made where the cost of untaken holiday entitlements and other leave carried forward into the next financial year is material. The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The material accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

Termination benefits

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits and are charged on an accrual basis to the appropriate service segment or, where applicable, to a corporate service segment at the earlier of when the Council can no longer withdraw the offer of those benefits or when the Council recognises costs for a restructuring.

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

Post employment benefits

Employees of the Council are members of the Local Government Pension Scheme, administered by Suffolk County Council, to provide defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Council.

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

- The liabilities of the Suffolk County Council pension fund attributable to the 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 projected earnings for current employees.
- Liabilities are discounted to their value at current prices. The discount rate employed for the 2019/20 accounts is 2.3% which is derived from a Corporate bond yield curve constructed from yields on high quality bonds based on the constituents of the iBoxx £ Corporates AA index and using the UBS delta curve fitting methodology
- The assets of the Suffolk County Council pension fund attributable to the Council are included in the Balance Sheet at their fair value:
 - quoted securities - current bid price;
 - unquoted securities - professional estimate;
 - unitised securities - current bid price; and
 - property - market value.



The change in the net pensions liability is analysed into the following components:

- Service cost comprising:
 - current service cost - the increase in liabilities as a result of years of service earned this year - allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked;
 - past service cost - the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years - debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Financial Services, Corporate Performance and Risk Management; and
 - net interest on the net defined benefit liability, i.e. net interest expense for the Council – the change during the period in the net defined benefit liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability at the beginning of the period – taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments.
- Re-measurements comprising:
 - the return on plan assets – excluding amounts included in net interest on the net defined benefit liability – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure; and
 - actuarial gains and losses - changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- Contributions paid to the Suffolk County Council Pension Fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

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

Discretionary benefits

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



g) Events After the Reporting Period

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

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

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

h) Financial Instruments

Financial liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and carried at their amortised cost.

Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

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

Gains and losses on the repurchase or early settlement of borrowing are credited and debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement in the year of repurchase/settlement. However, where repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Council has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement

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:

- amortised cost;
- fair value through profit or loss; and
- fair value through other comprehensive income.



The Council'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 (i.e. where the cash flows do not take the form of a basic debt instrument).

Financial Assets Measured at Amortised Cost

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

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

Expected Credit Loss Model

The Council recognises expected credit losses on all of its financial assets held at amortised cost, either on a 12-month or lifetime basis. The expected credit loss model also applies to lease receivables and contract assets. Only lifetime losses are recognised for trade receivables (debtors) held by the authority.

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

Financial Assets Measured at Fair Value through Profit or Loss

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

The fair value measurements of the financial assets are based on the following techniques:

- instruments with quoted market prices – the market price
- other instruments with fixed and determinable payments – discounted cash flow analysis.

The inputs to the measurement techniques are categorised in accordance with the following three levels:

- Level 1 inputs – quoted prices (unadjusted) in active markets for identical assets that the authority can access at the measurement date.
- Level 2 inputs – inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly.
- Level 3 inputs – unobservable inputs for the asset.

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



i) Government Grants and Contributions

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

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

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

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

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

Community Infrastructure Levy

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

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



j) Interests in Companies and Other Entities

In May 2008, Waveney District Council signed an agreement with Norse Commercial Services Limited (NCS). A new company, Waveney Norse Limited was incorporated on 23 May 2008 and began trading on 1 July 2008. The Council transferred the responsibility for the delivery of the refuse, cleansing and maintenance services to Waveney Norse Limited. East Suffolk Council has a 19.9% share in the Company. Profits and losses are shared 50%/50% with NCS.

On 1 April 2009, Suffolk Coastal District Council entered into a service contract with Suffolk Coastal Services Limited (now Suffolk Coastal Norse Limited) for the provision of a range of services including waste management and grounds and buildings maintenance. East Suffolk Council has 20% of the shares of Suffolk Coastal Norse which is a subsidiary of the Norse Group of companies which is itself a wholly owned subsidiary of Norfolk County Council. Profits and losses are shared 50%/50% with Suffolk Coastal Norse.

Following a review of the Group Accounting requirements in the 2018/19 Code of Practice on Local Authority Accounting (the Code), the councils' accounting relationships with both Waveney Norse Limited and Suffolk Coastal Norse Limited companies were determined to be Associates. In the Council's own single-entity accounts, the interests in Waveney Norse Limited and Suffolk Coastal Norse Limited are recorded as a financial asset at cost, less any provision for losses.

The Group Accounting information for Waveney Norse Limited and Suffolk Coastal Norse Limited is based on their financial results at their accounting date of 1 April 2020. Further detailed information regarding the agreement is set out in the Notes to the Core Financial Statements (Interests in Companies and Other Entities).

East Suffolk Holdings Limited is wholly owned by the Council and was incorporated on 24 October 2019. East Suffolk Holdings is the sole shareholder of East Suffolk Construction Services Limited, East Suffolk Property Developments Limited, and East Suffolk Property Investments Limited, all of which were incorporated on 26 November 2019. All these companies were dormant in 2019/20 and are intended to commence trading in 2020/21.

k) Investment Properties

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

Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

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

l) Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases. Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification. Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.



The Council as Lessee – Finance leases

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

Lease payments are apportioned between:

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

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

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

The Council as Lessor – Operating leases

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

m) Overheads and Support Services

The costs of overheads and support services are charged to service segments in accordance with the Council's arrangement for accountability and financial performance.

n) Fair Value Measurement

The Council measures some of its non-financial assets such as surplus assets and investment properties and some of its financial instruments such as Public Work Loans Board borrowing at fair value at each reporting date. Fair value is 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. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

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



The Council measures the fair value of an asset or liability using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

When measuring the fair value of a non-financial asset, the Council takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Council uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the Council's financial statements are categorised within the fair value hierarchy, as follows:

- Level 1 – quoted prices (unadjusted) in active markets for identical assets or liabilities that the Council can access at the measurement date;
- Level 2 – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; or
- Level 3 – unobservable inputs for the asset or liability.

o) Property, Plant and Equipment

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

Recognition

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Council and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance), and expenditure below a de-minimis level of £10,000, is charged as an expense when it is incurred.

Measurement

Assets are initially measured at cost, comprising:

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

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

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



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

- infrastructure, community assets and assets under construction - depreciated historical cost;
- dwellings – current value, determined using the basis of existing use value for social housing (EUV-SH);
- surplus assets – the current value measurement base is fair value, estimated at highest and best use from a market participant’s perspective; or
- all other assets – current value, determined as the amount that would be paid for the asset in its existing use (existing use value - EUV).

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of current value. Where non-property assets have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for current value.

Assets included in the Balance Sheet at current value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their current value at the year-end, but as a minimum every five years. The effective date of revaluation of those assets revalued in 2019/20 is:

- 31 December 2019 for assets measured at current value;
- 31 December 2019 for assets measured at fair value and those assets at risk of material movements in their valuation during the year; and
- 31 March 2020 for assets measured at social housing discount.

Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Surplus or Deficit on the Provision of Services where they arise from the reversal of a revaluation or impairment loss previously charged to a service.

Where decreases in value are identified, the revaluation loss is accounted for as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
- where there is no or insufficient balance in the Revaluation Reserve, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement for the amount not covered by any Revaluation Reserve balance for that asset.

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

Impairment

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

Where impairment losses are identified they are accounted for as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
- where there is no or insufficient balance in the Revaluation Reserve, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement for the amount not covered by any Revaluation Reserve balance for that asset.



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

Depreciation

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

Depreciation is calculated on the following bases:

- dwellings and other buildings - straight-line allocation over the useful life of the property as estimated by the valuer;
- vehicles, plant, furniture and equipment - straight line allocation over the useful life of the asset, as advised by a suitably qualified officer; or
- infrastructure - straight-line allocation over 40 to 60 years.

Where an item of property, plant and equipment asset has major components whose cost is significant in relation to the total cost of the item, and whose life is materially different to that of the main asset, the components are depreciated separately.

This will generally apply where the cost of the potential component exceeds 25% of the total cost of the asset, and where the life of that component is less than 50% of the expected life of the main asset. Below those de minimis levels, it is unlikely that a failure to account separately for components would have a material impact on depreciation charges, using the Council's capital expenditure de minimis level of £10,000 as a guide for material impact.

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

Disposals and non-current assets held for sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an asset held for sale. Irrespective of the timing of any decision an asset is surplus; the accounting treatment will apply from 1 April in that year. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously recognised losses in the Surplus or Deficit on Provision of Services. Depreciation is not charged on assets held for sale.

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



Assets that are to be abandoned or scrapped are not reclassified as assets held for sale.

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

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. A proportion of receipts relating to housing disposals are payable to the Government. The balance of receipts is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the Capital Financing Requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

p) Provisions, Contingent Liabilities and Contingent Assets

Provisions

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

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Council becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties. Where the obligation is expected to be settled within 12 months of the Balance Sheet date the provision is recognised as a Current Liability in the Balance Sheet. Other provisions are recognised as Long Term Liabilities.

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

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

The Council makes specific provision in the Collection Fund for doubtful debts in relation to receipt of council tax and business rates, and in the Comprehensive Income and Expenditure Statement for doubtful debts in relation to other service debtors. These provisions are based on the age profile of the debts outstanding at the end of the financial year, reflecting historical collection patterns, and are included in the Balance Sheet as an adjustment to Debtors.

Contingent liabilities

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

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



Contingent assets

A contingent asset arises where an event has taken place that gives the 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.

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

q) Reserves

The Council sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance or Housing Revenue Account in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance or Housing Revenue Account in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

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

r) Council Tax and Non-Domestic Rates

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

Accounting for council tax and NDR

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

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

Where debtor balances for the above are identified as impaired because of a likelihood arising from a past event that payments due under the statutory arrangements will not be made (fixed or determinable payments), the asset is written down and a charge made to the Collection Fund. The impairment loss is measured as the difference between the carrying amount and the revised future cash flows.

s) VAT

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



2. Accounting Standards that have been issued but have not yet been adopted

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. At the balance sheet date, the following new standards and amendments to existing standards have been published but not yet adopted by the Code:

- *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

3. Critical Judgements in applying accounting policies

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

- The Council has examined its leases and classified them as either operational or finance leases. In some cases, the lease transaction is not always conclusive and the Council uses judgement in determining whether the lease is a finance lease arrangement that transfers substantially all the risks and rewards incidental to ownership. In reassessing the lease, the Council has estimated the implied interest rate within the lease to calculate interest and principal payments.
- Suffolk Coastal Norse Limited and Waveney Norse Limited are recognised as Associates in the Council's financial statements and Group Accounts have been prepared in 2019/20. The Council's arrangement for leisure services provision with Sentinel Leisure Trust which commenced in 2011/12 has been assessed as not requiring Group Accounting, following a review against the guidance in the Code. East Suffolk Holdings Limited is wholly owned by the Council and was incorporated on 24 October 2019. East Suffolk Holdings is the sole shareholder of East Suffolk Construction Services Limited, East Suffolk Property Developments Limited, and East Suffolk Property Investments Limited, all of which were incorporated on 26 November 2019. All these companies were dormant in 2019/20 and are intended to commence trading in 2020/21. Consequently, these companies have been assessed as not requiring Group Accounting in 2019/20. The position will be reviewed annually and other areas potentially requiring Group Accounts will be kept under review.
- The nature of the accounting treatment in respect of the use of the Council's assets by Waveney Norse Limited has not been considered an embedded lease under IFRIC 4 as the Council retains ultimate control over those assets.
- Any potential legal claims by or against the Council are not adjusted in the accounts but are disclosed as part of Contingent Liabilities or Assets as required under the CIPFA Code.
- As part of the National Non Domestic Rates (NNDR1) return in January 2019, the Council had to estimate the business rates income expected to be received in 2019/20 based on a number of assumptions. The most significant assumption was in relation to the provision for appeals. This was the first return for the new council and the total provision for appeals was the combined total for Suffolk Coastal District Council and Waveney District Council. These provisions were based on Government guidance and trend analysis in respect of appeals that had been lodged with the Valuation Office, backdated to 1 April 2010 where an appeal was lodged before 31 March 2015 or backdated to 1 April 2015 before 31 March 2017. The relevant percentages used as a result of this were 4.04% for Suffolk Coastal and 3.28% for Waveney.



- With the new check, challenge, appeal process, there has been a significant reduction in appeals in respect of bills issued since 2017/18, so a new methodology has been adopted with effect from the 2018/19 NNDR3 year-end return. A provision of 4.04% has been calculated for the two large hereditaments within the Council's valuation list and then for the remaining liabilities, this has been based on all those appeals that were successful in relation to the 2010 valuation list, by taking the rateable value of the successful appeals, multiplying this by the business rates multiplier to get the income due, applying the 4.04% or 3.28% trend analysis referred to above and then finally taking 25% of the value as the provision.

4. Assumptions made about the future and other major sources of estimation uncertainty

The preparation of Statement of Accounts requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for the income and expenditure during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The key judgements and estimation uncertainty that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are:

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 £79k for non-housing properties and £73k for council dwellings for every year that useful lives had to be reduced. Whilst this risk is inherent in the valuation process, any change to the useful lives of assets and the subsequent depreciation charge will not impact on the Council's usable reserve balances, as depreciation charges do not fall on the taxpayer and are removed in the Movement in Reserves Statement.
Pensions liability	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 Council with expert advice about the assumptions to be applied.	Whilst the effects on the net pensions liability of changes in individual assumptions can be measured, they are complex and inter related. Any change in estimates can have a material impact on the Council's Accounts. It is important to note, however, that the impact of pension costs is protected in the short to medium term under national pension arrangements.
Arrears and Provisions for Doubtful Debts	In the light of the economic impacts of the Covid-19 pandemic on business and household finances, the impairment allowances for doubtful debts have been reviewed. Provisions for doubtful debts have been increased in respect of council tax, business rates; housing benefit overpayments; and sundry debtors.	If collection rates were to deteriorate an increase in the amount of the impairment of the doubtful debts would be required. If necessary such a sum could be met from reserves and balances in the short term. Monitoring of the Council's debt will be intensified in the light of the Covid-19 pandemic.
Housing benefit subsidy	In preparing the accounts for the year the Council has submitted a grant claim to the Department for Work and Pensions in relation to Housing Benefit paid in the year to the value of £36.5 million. The grant claim is	If the auditor identifies errors or system weakness within the grant claim there is a risk the grant income shown within the accounts is overstated. If this were to be the case, any shortfall would reduce the General Fund balance.



	<p>subject to detailed audit and the accounts have been prepared on the basis that all entries on the claim have been correctly stated.</p>	
Business rates appeals	<p>Under the Business Rates Retention scheme, which came into operation in April 2013, the Council as Billing Authority collects all non domestic rates from local business and distributes these to Central Government (50%), Suffolk County Council (10%) and Suffolk Coastal District Council (40%).</p> <p>Changes have been made by the Government in a number of areas since the introduction of the system, such as the imposition of a time limit for backdating appeals and the capping of year-on-year increases in rates bills. In general, the Council makes the assumption that there will be no further significant in-year changes and fundamental changes to the system in the medium term.</p> <p>The Council has to make a number of assumptions in the returns to Government required under the system. These include estimates of growth or contraction in the rates base; the value of outstanding appeals; the value of reliefs to be awarded; and the value of doubtful debts. Methodologies for the estimation of these variables have been continually refined since April 2013.</p>	<p>If there are in-year changes to the system and there are actual variances from the assumptions on key variables included in Government returns, these will be reflected in changes in the Collection Fund surpluses or deficits attributable to Central Government, Suffolk County Council and Suffolk Coastal District Council in future years based on their distribution proportions.</p>
Fair value measurements	<p>When the fair values of financial assets and financial liabilities cannot be measured based on quoted prices in active markets (i.e. Level 1 inputs), their fair value is measured using valuation techniques (e.g. quoted prices for <i>similar</i> assets or liabilities in active markets or the discounted cash flow (DCF) model).</p> <p>Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. These judgements typically include considerations such as uncertainty and risk.</p> <p>However, changes in the assumptions used could affect the fair value of the Council's assets and liabilities.</p> <p>Where Level 1 inputs are not available, the Council employs relevant experts to identify the most appropriate valuation techniques to determine fair value (for example for investment properties, the Council's chief valuation officer and external valuer).</p> <p>Information about the valuation techniques and inputs used in determining the fair value of the authority's assets and liabilities is disclosed in notes 14 and 15 below.</p>	<p>The fair value for all surplus assets has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the authority's area.</p>



5. Comprehensive Income and Expenditure Statement - Material Items of Income and Expense

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

For 2019/20, there is one item to disclose.

The Council is the lead authority hosting Active Suffolk – The County Sports Partnership for Suffolk. As Active Suffolk is not a legal entity, all income and expenditure goes through the Statement of Accounts for the Council, but is identifiable through the use of its own department codes. Active Suffolk has its own independent Board made up of 12 individuals who shall direct the affairs of Active Suffolk (previously named Suffolk Sport) in accordance with its objectives and Rules. It will be responsible for maintaining the focus of Active Suffolk and driving the business forward.

Active Suffolk is funded through grant funding provided by Sports England and contributions from each of the Suffolk Local Authorities. The Council does not make any decisions of how this funding is spent; it is the responsibility of the Active Suffolk Board.

Active Suffolk	2019/20 £,000
Income:	
Educational Courses	(22)
Leisure Activity Fees	(7)
Contributions from Local Authorities	(125)
Contributions from NHS	(15)
Contributions from other entities	(872)
	(1,041)
Expenditure:	
Employee expenses	726
Transport costs	4
Supplies and services	151
Grants and subscriptions	56
	937
(Surplus) transferred to earmarked reserves	(104)



6. Events after the Balance Sheet date

The Statement of Accounts was authorised for issue by the Chief Finance Officer on 7 August 2020. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2020, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

There were no adjusted Post Balance Sheet Events for the 2019/20 Accounts.

Where events taking place before this date did not relate to conditions at the Balance Sheet date but provided information that is relevant to an understanding of the Council's financial position, these events are disclosed as part of this note. In these Accounts, this note relates to the impact of the Covid-19 pandemic and the lockdown measures announced on 23 March 2020, which effectively closed down a significant part of the economy. These measures gradually began to be eased from June 2020 onwards, but the full economic, financial, and social outcomes of the pandemic and the resulting economic recession are yet to be ascertained. It is anticipated that there will be significant impacts upon both the UK and global economy in at least the short to medium term.

The financial impact for 2020/21 and subsequent financial years may be greater than currently forecast and there could be further implications and considerations for the Council's Balance Sheet in relation to asset impairments and pension fund liability valuations.

Following a review of the Balance Sheet as at 31 March 2020, the following areas have been identified where asset or liability values are likely to be impacted materially by COVID-19:

- Property, plant and equipment and investment property – It is likely that property assets held at current value and fair value will experience significant downwards revaluations. Valuations tend to be based upon the level of income generated by the property, either through rental income or provision of services (e.g. car park charges), and both of these are likely to be negatively impacted by the current situation.
- Pension fund liability – The value of the liability is highly sensitive to the actuarial assumptions used in its calculation, as set out at note 28. On 11 March 2020, the Bank of England lowered its base rate by 0.50% to 0.25%. The rate was then further reduced to 0.10% on 19 March 2020. Any corresponding decrease in the discount rate applied to the pension fund would result in a significant increase in the liability. Conversely, changes to mortality assumptions could result in a decrease in the liability.

At the present time, the level of uncertainty is such that it is not possible to reliably quantify the impact on the above areas, although it should be noted that whilst any future financial implications of such valuation movements would be recognised within the comprehensive income and expenditure statement in the year to which they relate, in accordance with proper accounting practice, they would be adjusted for within the Movement in Reserve Statement - Adjustments between Accounting Basis & Funding Basis under Regulations, to negate any financial impact on the Council tax payer.



7. Note to the Expenditure and Funding Analysis

Adjustments for capital purposes

This column adds in depreciation and impairment and revaluation gains and losses in 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 were satisfied in the year.

Net change for the pensions adjustments

Net change for the removal of pension contributions and the addition of IAS 19 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 charged to the CIES.

Other Differences

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** the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts.
- The charge under **Taxation and non-specific grant income and expenditure** represents 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 recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.



8. Expenditure and Income Analysed by Nature

	2019/20
	£'000
Expenditure	
Employee benefits expenses	33,764
Other service expenses	88,940
Derecognition, amortisation, impairment	9,813
Interest payments	5,022
Net (gains)/losses on financial assets at fair value through profit and loss	1,164
Impairment Losses including Reversals of Impairment Losses or Impairment Gains	323
Precepts and levies	6,302
Payments to Gov Housing Capital Receipts Pool	430
Business rates tariff payment and levy	27,522
Gain or loss on the disposal of assets	(646)
Total expenditure	172,634
Income	
Fees, Charges and other service income	(99,615)
Interest and investment income	(1,456)
Income from council tax, non-domestic rates, district rate income	(60,710)
Government grants and contributions	(20,147)
Total income	(181,928)
Surplus or deficit on the provision of services	(9,294)



9. Movement In Reserves Statement - Adjustments between Accounting Basis and Funding Basis Under Regulations

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the Council in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure. The following sets out a description of the reserves that the adjustments are made against:

General Fund Balance

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

Housing Revenue Account Balance

The Housing Revenue Account Balance reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part VI of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

Major Repairs Reserve

The Council is required to maintain the Major Repairs Reserve, which controls an element of the capital resources limited to being used on capital expenditure on HRA assets or the financing of historical capital expenditure by the HRA. The balance shows the capital resources that have yet to be applied at the year-end.

Capital Receipts Reserve

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

Capital Grants Unapplied Account

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



2019/20

General Fund Balance £'000	Housing Revenue Account £'000	Major Repairs Reserve £'000	Usable Reserves			Total Usable Reserves £'000	Movement in Unusable Reserves £'000
			Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000			

Adjustments Involving the Capital Adjustment Account:Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:

- Charges for depreciation and impairment of non current assets	(5,300)	-	(3,308)	-	-	(8,608)	8,608
- Revaluation losses on Property, Plant and Equipment	(4,013)	2,973	-	-	-	(1,040)	1,040
- Movements in the market value of Investment Properties	18	-	-	-	-	18	(18)
- Amortisation of intangible assets	(160)	-	(23)	-	-	(183)	183
Expenditure capitalised under Approvals:							
- Capital grants and contributions that have been applied to capital financing	663	-	-	-	-	663	(663)
- Revenue expenditure funded from capital under statute	(1,425)	-	-	-	-	(1,425)	1,425
- Revenue expenditure funded from community infrastructure levies	(504)	-	-	-	-	(504)	504
- Revenue expenditure funded from section 106 receipts	(218)	-	-	-	-	(218)	218
- 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	(81)	(1,500)	-	-	-	(1,581)	1,581

Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:

- Statutory provision for the financing of capital investment	815	-	-	-	-	815	(815)
- Capital expenditure charged against the General Fund and HRA balances	2,761	612	-	-	-	3,373	(3,373)

Adjustment involving the Capital Grants Unapplied Account:

- Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement	13,636	308	-	-	(13,944)	-	-
- Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	-	-	8,468	8,468	(8,468)



2019/20	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance £'000	Housing Revenue Account £'000	Major Repairs Reserve £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000	Total Usable Reserves £'000	
Adjustments involving the Capital Receipts Reserve:							
- Transfer of sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	135	2,177	-	(2,312)	-	-	-
- Use of the Capital Receipts Reserve to finance new capital	-	-	-	54	-	54	(54)
- Contribution from the Capital Receipts Reserve towards administrative costs of non current asset disposals	(4)	-	-	4	-	-	-
- Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(430)	-	-	430	-	-	-
Adjustments involving the Major Repairs Reserve							
Use of the Major Repairs Reserve to fund new capital expenditure	-	-	2,158	-	-	2,158	(2,158)
Adjustments involving the Financial Instruments Adjustment Account:							
- Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	21	-	-	-	-	21	(21)
Adjustments involving the Pooled Investments Adjustment Account:							
- Amount by which Financial Instruments held under Fair Value through Profit and Loss are subject to MHCLG statutory over-ride Income and Expenditure Statement are different from finance	(1,164)	-	-	-	-	(1,164)	1,164
Adjustments involving the Pensions Reserve:							
- Reversal of items relating to post employment benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(11,317)	(1,772)	-	-	-	(13,089)	13,089
- Employer's pensions contributions and direct payments to pensioners payable in the year	6,469	882	-	-	-	7,351	(7,351)
Adjustments involving the Collection Fund Adjustment Account:							
- Amount by which council tax and non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements.	1,788	-	-	-	-	1,788	(1,788)
Total Adjustments	1,690	3,680	(1,173)	(1,824)	(5,476)	(3,103)	3,103

10. Movement in Reserves Statement – Transfers to/from Earmarked Reserves

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

	Balance 31 March 2019 £'000	Transfers Out 2019/20 £'000	Transfers In 2019/20 £'000	Balance 31 March 2020 £'000	Purpose of the Earmarked Reserve
Actuarial Contributions	637	-	863	1,500	To provide a source of finance to meet budget pressures arising from lump sum pension costs associated with redundancies and retirements.
Additional Disabled Facilities Grant(DFG) funding (Non-Ringfenced)	8	-	21	29	To support additional Disabled Facilities Grant works above the standard Disabled Facilities Grants. Externally funded, with conditions attached.
Air Quality	97	(23)	12	86	To provide a source of finance for Air Quality Management Areas. Funding provided by DEFRA.
Better Broadband	36	(24)	-	12	External funding received to support the delivery of Broadband to local residents and businesses.
Brexit	35	(35)	55	55	External funding received for expenditure incurred as a result of Brexit.
Budget Carry Forwards	212	(211)	202	203	Approved requests for unspent revenue budgets to be carried forward.
Building Control	519	(4)	-	515	A statutory fund to ensure Building Control expenditure works on a break even basis over a rolling annual period.
Business Incentive	97	(95)	-	2	External Funding to support economic development throughout the district.
Business Rates Equalisation	8,476	(4,651)	2,471	6,296	Business rates income set aside to provide a source of finance to equalise fluctuations in business rate income, e.g. timing issues arising from the accounting treatment.
Business Rates Pilot	3,011	(499)	161	2,673	Income received from the business rate retention pilot scheme (2018/19) which has been set aside to fund agreed projects across economic development, housing, leisure and communities.
Capital Reserve	3,761	(1,743)	5,932	7,950	To provide a source of finance for capital investment plans.
Climate Change (includes Suffolk Energy Link)	58	(20)	40	78	To provide an additional source of finance for initiatives to reduce climate change and to promote energy efficiency (includes external funding). £30k held as potential match funding for bids for Climate change/Environmental activities as no ongoing core budget to that level for match funding.
Coastal Management - Revenue Works	222	(56)	-	166	To provide a source of finance to fund revenue expenditure on coastal defences in the district.
Coastal Protection - Capital Works	176	-	-	176	To provide a source of finance to fund capital expenditure on coastal defences in the district.
Communities	899	(771)	54	182	External Funding to provide a source of finance to support anti-social behaviour and crime reduction initiatives.
Community Health	35	(35)	-	-	Funding provided to support the delivery of Community Health projects.
Community Housing Fund	2,191	(57)	-	2,134	To enable local community groups to deliver affordable housing units.
County Sports Partnership	761	(19)	123	865	Funding received to support the delivery of the County Sports Partnership.
COVID-19 Response	-	-	99	99	Government funding received in response to the COVID-19 pandemic.
Customer Services	156	-	-	156	To support projects requiring post implementation review which may incur consultancy fees and service review costs.



	Balance 31 March 2019 £'000	Transfers Out 2019/20 £'000	Transfers In 2019/20 £'000	Balance 31 March 2020 £'000	Purpose of the Earmarked Reserve
Deployment of Flood Barrier	88	-	-	88	To providing funding towards the cost of deployment of the flood barrier in Lowestoft.
District Elections	403	(323)	-	80	To support costs of future elections.
Domestic Violence Support Funding	53	-	93	146	Funding received to provide support to schemes supporting those affected by domestic violence.
East Suffolk Partnership	123	(123)	-	-	Funding received to support the delivery of projects and initiatives of the East Suffolk Partnership.
Economic Development	99	(16)	572	655	Funding provided to support the delivery of Economic Development projects.
Economic Regeneration	153	(56)	172	269	Funding to support business activities and the recovery of the Lowestoft Seafront following the December 2013 floods.
Empty Properties & Houses in Disrepair	190	(57)	-	133	To provide a source of finance for the Council to assist in bringing empty properties situated within the District back into use.
Enterprise Zone	684	(669)	625	640	Enterprise Zone income is generated through business rates from development which occurs within each zone. East Suffolk Council is the collecting authority and by default the administrators of the funds.
Felixstowe Forwards	33	(7)	7	33	External funding received to fund projects in Felixstowe.
Flood Prevention	12	(6)	-	6	Following the Tidal Surge of 2013, this reserve has been established and provides a source of finance for flood prevention assistance.
Great Places	13	(13)	-	-	To fund new ways of working, building capacity, research, consultations and developing partnerships within Lowestoft.
Growth Programme	184	(44)	-	140	External funding received to fund work on Suffolk Design Concepts.
Gypsy & Traveller	-	(2)	27	25	Fund for macerator at Kessingland site and external funding to find a new suitable site.
Heritage Action Zone North	-	-	30	30	Funding received to deliver the North Heritage Action Zone project.
Homelessness Prevention	313	(191)	316	438	Homelessness prevention revenue grants received in advance to be matched with its related expenditure in subsequent years.
Homes & Communities Agency (HCA) - Area Action Plan (AAP) Land Contamination Grant	162	-	-	162	To fund site investigative works covering the Area Action Plan in Lowestoft. Externally funded with conditions attached.
Homes & Communities Agency (HCA) Development Grant	75	-	-	75	Funding received for the Adastral Park development.
Housing Benefits Administration	-	-	-	-	To support Housing Benefits administration costs.
Housing and Planning Delivery	182	(182)	-	-	To provide a source of finance to fund service improvements in these service areas.
Housing Benefits Verification	-	-	-	-	To provide a source of finance to implement Government legislative changes, including the roll out of Universal Credit.
Housing Benefit (HB) Subsidy	352	(52)	-	300	To provide a source of finance to meet budget pressures due to fluctuations with HB subsidy and implementation/changes due to Government legislation.
Housing Condition Survey & Improvements	97	(6)	-	91	To meet the cost of the periodic survey of Private Sector Housing within the district.
Individual Electoral Registration	266	-	112	378	To meet the additional cost for administration of Individual Electoral Registration.
Indoor Leisure	120	(120)	50	50	To provide a source of finance to support the closure cost of Deben Leisure Centre during the refurbishment period.
Insurance	166	-	-	166	To provide a source of finance for any uninsured losses.
In-Year Contingency	400	(400)	-	-	To provide in-year contingency provision.
In-Year Savings	5,606	(686)	-	4,920	In-Year savings set aside to support future year budget gaps.

	Balance 31 March 2019 £'000	Transfers Out 2019/20 £'000	Transfers In 2019/20 £'000	Balance 31 March 2020 £'000	Purpose of the Earmarked Reserve
Key Capital Programme	200	(18)	-	182	To provide a source of finance to support the revenue costs associated with the delivery of key capital projects.
Land Charges	372	(222)	-	150	To support the General Fund from losses in future Land Charges income.
Landguard	-	-	16	16	Funding for the Landguard Governance review.
Local Development Framework	477	(472)	-	5	To meet the costs arising from the periodic preparation and adoption of the Local Development Framework.
Lowestoft Rising	90	(24)	35	101	Funding received to deliver earmarked work under the Lowestoft Rising project.
New Homes Bonus	4,594	(1,560)	2,408	5,442	Supporting community initiatives across East Suffolk.
Planning	-	(65)	465	400	To provide a source of finance for planning appeals, local plans and planning challenges.
Planning & Building Control	51	(51)	-	-	To provide a source of finance for professional training and development needs of the service.
Planning Legal	-	-	200	200	To provide for legal costs in respect of planning appeals.
Planning Policy	255	(255)	-	-	To support development work and audit of the Local Plan.
Port Health	4,623	(101)	659	5,181	To provide a source of finance to support the future investment and development of the Authority's infrastructure at the Port of Felixstowe.
Private Sector Housing	41	-	13	54	Grants repaid to be set aside for empty property/home improvement initiatives.
Private Sector Housing	872	(62)	-	810	Grants repaid set aside to fund future renovation works.
Rent Guarantee Scheme	15	-	-	15	To provide a source of finance for landlord claims.
Revenue & Benefits	191	-	52	243	To provide a source of finance for budget pressures on the administration of Revenues & Benefits.
S106 Interest	-	-	30	30	Contingency related to Affordable Housing S106 should conditions not be met.
Short Life Assets	588	(784)	596	400	To fund the purchase of short life assets. In order to maintain the level of the reserve any capital funding will be repaid from revenue budgets.
Southwold Beach Huts	175	-	-	175	Receipt of monies from letting of new beach hut sites in Southwold in 2014/15 approved to be used within Southwold.
Stepping Homes	68	(53)	47	62	External funded received to support hospital patients to return home (Stepping Home project).
Strategic Plan Delivery	234	-	16	250	To provide a source of finance to facilitate the delivery of the Council's Strategic Plan, including any emerging priorities.
Transformation	1,322	(185)	-	1,137	To provide funding for efficiency (invest to save) initiatives and to support the delivery of the Strategic Plan.
Warmer Homes Healthy People	35	(15)	46	66	To provide a source of finance to fund grants towards heating of homes.
Youth Leisure	10	-	-	10	Project funding received to support Active Leisure for young people.
Total General Fund	45,374	(15,063)	16,620	46,931	



	Balance 31 March 2019 £'000	Transfers Out 2019/20 £'000	Transfers In 2019/20 £'000	Balance 31 March 2020 £'000	Purpose of the Earmarked Reserve
Housing Revenue Account:					
Hardship Reserve	500	-	-	500	Recognising the need to provide financial help to tenants who find themselves in financial hardship due to the welfare reforms.
Debt Repayment Reserve	10,000	-	1,000	11,000	To set aside funds to meet future liabilities for repaying the Self-Financing debt.
Impairment/Revaluation Reserve	256	-	-	256	To provide for potential impairment and revaluation losses to HRA assets due to current and future changes in Accounts and Audit Regulations.
Municipal Mutual Insurance Limited (MMI) Reserve	66	(6)	-	60	To provide for potential liabilities relating to Municipal Mutual Insurance Limited (MMI).
Acquisition & Development	1,500	-	3,000	4,500	To fund Housing development programme that has reprogrammed for later years.
Total Housing Revenue	12,322	(6)	4,000	16,316	
Total	57,696	(15,069)	20,620	63,247	



11. Comprehensive Income and Expenditure Statement - Other Operating Expenditure

	2019/20 £'000
Parish Council precepts	6,066
Payments to the Government Housing Capital Receipts Pool	430
Gains/losses on the disposal of non current assets	(646)
Levies	235
Total	6,085

12. Comprehensive Income and Expenditure Statement - Financing and Investment Income and Expenditure

	2019/20 £'000
Interest payable and similar charges	3,017
Net interest on the net defined benefit liability	1,886
Interest receivable and similar income	(1,049)
Net (gains)/losses on financial assets at fair value through profit and loss	1,164
Impairment Losses including Reversals of Impairment Losses or Impairment Gains	323
Income and expenditure in relation to investment properties and changes in their fair value	(202)
Other Investment Income	(407)
Total	4,732



13. Comprehensive Income and Expenditure Statement – Taxation and Non-Specific Grant Income and Expenditure

	2019/20 £'000
Council tax income	(20,564)
Non domestic rates	(37,022)
Tariff payment to Suffolk County Council	21,837
Share of (surplus)/deficit on collection fund	(1,168)
Share of pooling benefit with other Suffolk Councils	(1,795)
Levy payment to Suffolk Business Rates Pool	5,685
Share of Pilot Pooling Benefit with other Suffolk Councils	(161)
Non-ring fenced government grants	(7,869)
Capital grant and contributions	(12,278)
Total	(53,335)



14. Property, Plant and Equipment

Movements in 2019/20:									
	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant & Equipment £'000	Infrastructure Assets £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction		Total PPE £'000
							Construction £'000	Land £'000	
Cost or Valuation									
At 1 April 2019	203,758	93,012	16,367	54,487	1,784	1,527	13,013	3,690	387,638
Additions	2,438	637	950	239	(35)	55	8,307	-	12,591
Revaluation increases/(decreases) recognised in the Revaluation Reserve	3,813	(983)	-	-	-	3,705	-	-	6,535
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	1,718	(3,500)	-	-	-	(941)	-	-	(2,723)
Derecognition - Disposals	(1,512)	(24)	(241)	-	-	-	-	-	(1,777)
Derecognition - Other	(1)	-	(528)	-	-	(15)	1	-	(543)
Assets reclassified (to)/from Held for Sale	-	-	-	-	-	2,143	-	-	2,143
Other movements in Cost or Valuation	5,238	2,758	-	(39)	(1)	-	(7,114)	(839)	3
At 31 March 2020	215,452	91,900	16,548	54,687	1,748	6,474	14,207	2,851	403,867
Accumulated Depreciation and Impairment									
At 1 April 2019	-	1,964	10,829	24,988	-	18	57	-	37,856
Depreciation charge	3,133	2,521	1,212	1,718	-	25	-	-	8,609
Depreciation written out to the Revaluation Reserve	(1,903)	(1,833)	-	-	-	(14)	-	-	(3,750)
Depreciation written out to the Surplus/Deficit on the Provision of Services	(1,253)	(421)	-	-	-	(9)	-	-	(1,683)
Derecognition - Disposals	(12)	-	(241)	-	-	-	-	-	(253)
Derecognition - Other	-	-	(506)	-	-	-	-	-	(506)
Other movements in Depreciation and Impairment	35	7	(1)	1	-	-	(41)	-	1
At 31 March 2020	-	2,238	11,293	26,707	-	20	16	-	40,274
Net Book Value									
At 31 March 2020	215,452	89,662	5,255	27,980	1,748	6,454	14,191	2,851	363,593
At 31 March 2019	203,758	91,048	5,538	29,499	1,784	1,509	12,956	3,690	349,782



Depreciation

Depreciation is charged on a straight-line basis over the estimated useful life of each depreciating asset. The estimated useful life of each category of asset is as follows:

	Estimated Life (Years)		Estimated Life (Years)
Council dwellings	35 to 60	Other land and buildings	30 to 60
HRA garages	10 to 25	Vehicles, plant and equipment	5 to 20
Infrastructure assets	40 to 60	Community assets	60
Other depreciating assets	40 to 60		

Fair Value Measurement of Surplus Assets

Fair Value Hierarchy - All the Councils' surplus assets have been assessed as having level 2 inputs as at 31 March 2020. Valuation Techniques used to determine Level 2 Fair Values for Surplus Assets was Significant Observable Inputs (Level 2). The fair value for all surplus assets has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the Council area. The fair value of surplus assets as at 31 March 2020 was £6.474 million.

Capital commitments – At 31 March 2020, the Council had contractual commitments of £21 million relating to the Lowestoft Flood Risk Management Project Phase 1

Effects of changes in estimates - There were no material changes to accounting estimates for property, plant and equipment.



Revaluations

The following statement shows the progress of the Council's programme of revaluation of property, plant and equipment. The Council carries out a rolling programme that ensures that all property, plant and equipment required to be measured at current value is revalued at least every five years. All valuations, with the exception of Council dwellings were carried out by the Council's in-house valuers. NPS Property Services Ltd carried out the beacon valuations of Council Dwellings. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The basis for valuation of non-current assets is set out in the Statement of Accounting Policies. There were no significant assumptions made by the valuer in the year. The effective date of revaluation of those assets revalued during 2019/20 was:

- 31 December 2019 for assets measured at current value, fair value and those assets at risk of material movements in their valuation during the year; and
- 31 March 2020 for assets measured at social housing discount.

	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant & Equipment £'000	Infrastructure Assets £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction		Total PPE £'000
							Construction £'000	Land £'000	
Carried at historical cost			16,548	54,687	1,748	-	14,207	2,851	90,041
Value at current value as at:									
31 March 2020	215,452	37,414	-	-	-	6,474	-	-	259,340
31 March 2019		17,985	-	-	-	-	-	-	17,985
31 March 2018		18,420	-	-	-	-	-	-	18,420
31 March 2017		7,064	-	-	-	-	-	-	7,064
31 March 2016		11,017	-	-	-	-	-	-	11,017
Total Cost or Valuation	215,452	91,900	16,548	54,687	1,748	6,474	14,207	2,851	403,867



15. Investment Properties

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

	2019/20
	£'000
Rental income from investment properties	304
Direct operating expenses arising from investment properties	(120)
Net gain/(loss)	184

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

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

	2019/20
	£'000
Balance at 1 April	2,882
Net gains/losses from fair value adjustments	18
Balance at 31 March	2,900

Fair Value Measurement of Investment Properties

Fair Value Hierarchy - all the Council's investment properties have been assessed as having level 2 inputs as at 31 December 2019.

Valuation Techniques used to determine Level 2 Fair Values for Surplus Assets are Significant Observable Inputs (Level 2). The fair value for all surplus assets has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the authority's area.



16. 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, benefits and government grants, do not give rise to financial instruments.

Financial Liabilities

A financial liability is an obligation to transfer economic benefits controlled by the Council and can be represented by a contractual obligation to deliver cash or financial assets or an obligation to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Council.

All of the Council's financial liabilities held during the year are measured at amortised cost and comprised:

- long-term loans from the Public Works Loan Board;
- short-term loans from other local authorities;
- overdraft with Lloyds bank;
- lease payables; and
- trade payables for goods and services received.

Financial Assets

A financial asset is a right to future economic benefits controlled by the Council that is represented by cash, equity instruments or a contractual right to receive cash or other financial assets or a right to exchange financial assets and liabilities with another entity that is potentially favourable to the Council. The financial assets held by the Council during the year are accounted for under the following two classifications:

- Amortised cost (where cash flows are solely payments of principal and interest and the Council's business model is to collect those cash flow) comprising:
 - cash in hand;
 - bank current and deposit accounts with Lloyds, Barclays and Santander banks;
 - fixed term deposits with banks and building societies;
 - loans to other local authorities;
 - lease receivables; and
 - trade receivables for goods and services provided.
- Fair value through profit and loss (all other financial assets) comprising pooled property fund and diversified income fund managed by CCLA fund managers.

Financial assets held at amortised cost are shown net of a loss allowance reflecting the statistical likelihood that the borrower or debtor will be unable to meet their contractual commitments to the Council.



Balances

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

Financial Liabilities	Long-term	Short-term
	2019/20	2019/20
	£'000	£'000
Loans at amortised cost:		
Principle sum borrowed	77,413	-
Total Borrowing	77,413	-
Liabilities at amortised cost:		
Creditors	7	7,118
Finance Leases	6,079	280
Financial Liabilities in Creditors	6,086	7,398
Non Financial Liabilities	60,212	31,047
Total Financial Liabilities	143,711	38,445

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

Financial Assets	Long-term	Short-term
	2019/20	2019/20
	£'000	£'000
At amortised cost:		
Principle	-	84,000
Accrued Interest	-	388
At fair value through profit and loss:		
Principle	18,676	-
Total Investments	18,676	84,388
At amortised cost:		
Principle	-	19,718
Total Cash & Cash Equivalents	-	19,718
At amortised cost:		
Debtors	236	6,036
Lease Receivables	4	-
Loss Allowance	-	(744)
Financial Assets in Debtors	240	5,292
Non Financial Assets	1,152	13,981
Total Assets	20,068	123,379



Offsetting Financial Assets and Liabilities

Financial assets and liabilities are set off against each other where the Council has a legally enforceable right to set off and it intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously. The table below shows those instruments that have been offset on the balance sheet.

	31-Mar-20		Net Position on Balance Sheet £'000
	Gross Assets (Liabilities) £'000	(Liabilities) assets set off £'000	
	Bank accounts in credit	18,675	
Bank overdrafts	-	(5,958)	(5,958)
Total Financial Assets (Liabilities)			12,717

Gains and Losses

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

	2019/20		
	Amortised cost £'000	Fair Value through Profit and Loss £'000	Total £'000
	Interest expense	3,017	-
Losses from change in fair value		1,164	1,164
Impairment losses	323	-	323
Interest payable and similar charges	3,340	1,164	4,504
Interest income	(1,049)	-	(1,049)
Interest and investment income	(1,049)	-	(1,049)
Net gain / (loss) for the year	2,291	1,164	3,455



Fair Values

Financial instruments, except those classified at amortised cost, are carried in the Balance Sheet at fair value. For most assets, including pooled property funds, the fair value is taken from the market price.

Financial instruments classified at amortised cost are carried in the Balance Sheet at amortised cost. Their fair values have been estimated by calculating the net present value of the remaining contractual cash flows at 31 March 2020, using the following methods and assumptions:

- Loans borrowed by the Council have been valued by discounting the contractual cash flows over the whole life of the instrument at the appropriate market rate for local authority loans.
- The fair values of finance lease assets and liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the appropriate AA-rated corporate bond yield.
- No early repayment or impairment is recognised for any financial instrument.
- The fair value of short-term instruments, including trade payables and receivables, is assumed to approximate to the carrying amount given the low and stable interest rate environment.

Fair values are shown in the table below, split by their level in the fair value hierarchy:

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

	31-Mar-20	
	Carrying Amount £000s	Fair Value £000s
PWLB Loans (Level 2)	77,413	91,738

The fair value of financial liabilities held at amortised cost is higher than their balance sheet carrying amount because the authority's portfolio of loans includes a number of loans where the interest rate payable is higher than the current rates available for similar loans as at the Balance Sheet date.

Recurring Fair Value Measurement	Input level in Fair Value Hierachy	Valuation technique used to measure Fair Value	31-Mar-20 Fair Value £000s
Fair Value through Profit & Loss			
CCLA Property Fund	1	Unadjusted quotes prices in active markets for idential shares	9,270
CCLA Diversified Income Fund	1	Unadjusted quotes prices in active markets for idential shares	4,404



Risks

The Council complies with CIPFA's Code of Practice on Treasury Management and Prudential Code for Capital Finance in Local Authorities, both revised in December 2017.

In line with the Treasury Management Code, the Council approves a Treasury Management Strategy before the commencement of each financial year. The Strategy sets out the parameters for the management of risks associated with financial instruments. The Council also produces Treasury Management Practices specifying the practical arrangements to be followed to manage these risks.

The Treasury Management Strategy includes an Investment Strategy in compliance with the Ministry for Housing, Communities and Local Government Guidance on Local Government Investments. This Guidance emphasises that priority is to be given to security and liquidity, rather than yield. The Council's Treasury Management Strategy and its Treasury Management Practices seek to achieve a suitable balance between risk and return or cost.

The main risks covered are:

- *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.

Credit Risk: Treasury Investments

The Council manages credit risk by ensuring that treasury investments are only placed with organisations of high credit quality as set out in the Treasury Management Strategy. These include commercial entities with a minimum long-term credit rating of A-, the UK government, other local authorities, and organisations without credit ratings upon which the Council has received independent investment advice. Recognising that credit ratings are imperfect predictors of default, the Council has regard to other measures including credit default swap and equity prices when selecting commercial entities for investment.

A limit of £25m of the total portfolio is placed on the amount of money that can be invested with a single counterparty (other than the UK government). For unsecured investments in banks, building societies and companies, a smaller limit of £20m applies. The Council also sets limits on investments in certain sectors. No more than £20m in total can be invested for a period longer than one year.

The table summarises the credit risk exposures of the Council's treasury investment portfolio by credit rating and remaining time to maturity:

Credit Rating	31-Mar-20	
	Long-term £'000	Short-term £'000
AAA	18,676	84,000
AA+		
AA		
AA-		
A+		
A		
A-		
BBB+		
Unrated local authorities		
Total Investments	18,676	84,000



Credit Risk: Trade and Lease Receivables and Contract Assets

The Council's credit risk on lease receivables is mitigated by its legal ownership of the assets leased, which can be repossessed if the debtor defaults on the lease contract.

The following analysis summarises the Council's trade receivables, by due date. Only those receivables meeting the definition of a financial asset are included.

	2019/20
	£,000
Past due < 3 months	4,827
Past due 3-6 months	340
Past due 6-12 months	39
Past due 12+ months	433
Total Receivables	5,639

Loss allowances on trade receivables have been calculated by reference to the Council's historic experience of default. Receivables are determined to have suffered a significant increase in credit risk where they are 90 or more days past due and they are determined to be credit-impaired where they are 365 or more days past due. Receivables are collectively assessed for credit risk in the following groupings:

	31-Mar-20		
	Range of allowances set aside	Gross Receivables £'000	Loss Allowance £'000
Trade Receivable	4%-100%	2,877	(653)

Receivables are written off to the Surplus or Deficit on the Provision of Services when they are three years past due and all recovery action has been taken.



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 and ensuring that no more than 50% of the Council's borrowing matures in any one financial year.

The maturity analysis of financial instruments is as follows:

	2019/20 £'000
Analysis by Lender:	
Public Works Loan Board	77,413
Analysis by Maturity:	
Repayable within	
2 years	11,286
2 to 5 years	2,000
5 to 10 years	10,007
over 10 years	54,120
	77,413
Fair Value of PWLB Loans at the year-end	91,738

Maturity of Fixed Rate Debt:	Upper Limit	Lower Limit	Actual 31-Mar-20
	%	%	%
Under 12 months (see note below)	50%	0%	0%
12 months and within 24 months	50%	0%	2%
24 months and within 5 years	75%	0%	3%
5 years and within 10 years	75%	0%	15%
10 years and within 20 years	75%	0%	49%
20 years and above	100%	0%	31%



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 authority. 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 will fall
- investments at variable rates – the interest income will rise
- investments at fixed rates – the fair value of the assets will fall.

Investments measured at amortised cost and loans borrowed are not carried at fair value, so changes in their fair value will have no impact on the Comprehensive Income and Expenditure Statement. 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 measured at fair value will be reflected in Other Comprehensive Income or the Surplus or Deficit on the Provision of Services as appropriate.

The Treasury Management Strategy aims to mitigate these risks by setting upper limits on its net exposures to fixed and variable interest rates. At 31 March 2020, £17.35m of net principal borrowed (i.e. borrowing net of investments) was exposed to fixed rates.

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

	£'000
Increase in interest payable on variable rate borrowings	52
Increase in interest receivable on variable rate investments	(5)
Increase in government grant receivable for financing costs	(91)
Impact on Surplus or Deficit on the Provision of Services	(44)
Share of overall impact debited to the HRA	(21)

*No impact on Comprehensive Income and Expenditure.

The approximate impact of a 1% fall in interest rates would be as above but with the movements being reversed.



Market Risks: Price Risk

The Council's investment in a pooled property fund is subject to the risk of falling commercial property prices. This risk is limited by the Council's maximum exposure to property investments of £9.27m. A 5% fall in commercial property prices at 31st March 2020 would result in a £0.464m charge to Other Comprehensive Income and Expenditure / the Surplus or Deficit on the Provision of Services which is then transferred to the Pooled Investment Funds Adjustment Account.

The Council's investment in a diversified income fund is subject to the risk of falling rental and commercial property prices. This risk is limited by the Council's maximum exposure to property investments of £4.40m. A 5% fall in commercial property prices at 31st March 2020 would result in a £0.220m charge to Other Comprehensive Income and Expenditure / the Surplus or Deficit on the Provision of Services which is then transferred to the Pooled Investment Funds Adjustment Account.

17. Debtors

	2019/20
	£'000
Central Government bodies	3,039
Other Local Authorities	3,106
NHS bodies	423
Council Taxpayers	2,286
Other entities and individuals	16,369
Prepayments	359
Total	25,582
less Bad Debt Impairment Provisions:	
Council Taxpayers	(1,121)
Other service debtors	(5,297)
Total	19,164

Debtors for local taxation - The past due but not impaired amount for local taxation (council tax and non-domestic rates) can be analysed by age as follows:

	2019/20
	£'000
Less than 12 months	1,540
More than one year	2,467
	4,007



18. Creditors

	2019/20
	£'000
Central Government bodies	5,740
Other Local Authorities	14,831
NHS bodies	3
Other entities and individuals	8,272
Receipts in Advance	9,448
Total	38,294

19. Provisions

	Business Rates		
	Other	Appeals	Total
	£'000	£'000	£'000
<u>Long Term Provisions</u>			
Balance at 1 April 2019	5	6,117	6,122
100% Pilot Provision Movement		(3,059)	(3,059)
Movement in Provision in 2019/20	(16)	1,177	1,161
Amounts used in 2019/20	-	(756)	(756)
Unused amounts reversed in 2019/20	16	(881)	(865)
Balance at 31 March 2020	5	2,598	2,603

Outstanding Legal Cases

The Council has no substantial legal cases in progress that required provision in the accounts.

Provisions

As part of the National Non Domestic Rates (NNDR1) return in January 2019, the Council had to estimate the business rates income expected to be received in 2019/20 based on a number of assumptions. The most significant assumption was in relation to the provision for appeals. This was the first return for the new council and the total provision for appeals was the combined total for Suffolk Coastal District Council and Waveney District Council. These provisions were based on Government guidance and trend analysis in respect of appeals that had been lodged with the Valuation Office, backdated to 1 April 2010 where an appeal was lodged before 31 March 2015 or backdated to 1 April 2015 before 31 March 2017. The relevant percentages used as a result of this were 4.04% for Suffolk Coastal and 3.28% for Waveney.

With the new check, challenge, appeal process, there has been a significant reduction in appeals in respect of bills issued since 2017/18, so a new methodology has been adopted with effect from the 2018/19 NNDR3 year-end return. A provision of 4.04% has been calculated for the two large hereditaments within the Council's valuation list and then for the remaining liabilities, this has been based on all those appeals that were successful in relation to the 2010 valuation list, by taking the rateable value of the successful appeals, multiplying this by the business rates multiplier to get the income due, applying the 4.04% or 3.28% trend analysis referred to above and then finally taking 25% of the value as the provision.



20. Grant Income

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement:

	2019/20 £'000
Credited to Taxation and Non Specific Grant Income	
<u>Non-ringfenced grants:</u>	
Revenue Support Grant	(322)
New Homes Bonus	(2,408)
Business Rates Reliefs	(4,704)
Other Non-ringfenced grants	(435)
<u>Capital grants and contributions:</u>	
Coastal Management/ Protection	(7,741)
HRA Developments	(308)
Community Infrastructure Levy	(3,971)
s106 contributions	(248)
Other capital grants and contributions	(10)
Total	(20,147)
Credited to Services	
Housing Benefits Subsidy	(45,158)
Benefits Administration Grant	(870)
Disabled Facilities Grants	(2,255)
Discretionary Housing Payments Grant	(429)
Homelessness Grants	(783)
European Union Exit Grants	(356)
Other Grants	(1,169)
Total	(51,020)

The Council has received a number of grants, contributions and donations that have yet to be recognised as income as they have conditions attached to them that will require the monies or property to be returned to the giver. The balances at the year-end are as follows:

	2019/20 £'000
Capital Grants Receipts in Advance (Short-Term)	
s106 Contributions	151
Total	151
Capital Grants Receipts in Advance (Long-Term)	
Other grants	26
s106 Contributions	3,580
Total	3,606



21. Unusable Reserves

	2019/20
	£'000
Revaluation Reserve	(61,601)
Capital Adjustment Account	(190,945)
Financial Instruments Adjustment Account	703
Pooled Investment Funds Adjustment Account	1,309
Deferred Capital Receipts Reserve	(4)
Pensions Reserve	53,445
Collection Fund Adjustment Account	(5,955)
Total Unusable Reserves	(203,048)



Revaluation Reserve

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

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

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

	2019/20
	£'000
Balance at 1 April	(52,621)
Upward revaluation of assets	(12,944)
Downward revaluation of assets and impairment losses not charged to the Surplus /	2,660
Deficit on the Provision of Services	
Surplus or deficit on revaluation of non-current assets posted to the Surplus or	(10,284)
Deficit on the Provision of Services	
Difference between fair value depreciation and historical cost depreciation	1,225
Accumulated gains on assets sold or scrapped	79
Amount written off to the Capital Adjustment Account	1,304
Balance at 31 March	(61,601)

Pooled Investment Funds Adjustment Account

With the adoption of accounting standard IFRS 9 Financial Instruments, the 'Available for Sale Financial Instruments Reserve' category is no longer available and has been replaced with the 'Pooled Investment Funds Adjustment Account'. The new standard requires that where the relevant criteria are met for fair value gains and losses on a pooled investment fund, the charge must be applied to an account established, charged and used solely for the purpose of recognising fair value gains and losses, this being the 'Pooled Investment Funds Adjustment Account'.

	2019/20
	£'000
Balance at 1 April	145
Financial Instruments held under Fair Value through Profit and Loss subject to	1,164
MHCLG statutory over-ride	
Balance at 31 March	1,309



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 additions of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or subsequent costs as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert current and fair value figures to a historical cost basis).

The Account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction and subsequent costs.

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Council. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

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

	2019/20
	£'000
Balance at 1 April	(187,651)
<u>Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:</u>	
- Charges for depreciation and impairment of non current assets	8,608
- Revaluation losses on Property, Plant and Equipment	1,040
- Amortisation of intangible assets	183
- Revenue expenditure funded from capital under statute	1,671
- Revenue expenditure funded from section 106 receipts	218
- Revenue expenditure funded from community infrastructure levies	258
- 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	1,581
<u>Adjusting amounts written out of the Revaluation Reserve:</u>	
- Difference between fair value depreciation and historical cost depreciation in Revaluation Reserve	(1,225)
- Amounts written out on disposal of assets	(79)
Net written out amount of the cost of non current assets consumed in the year	12,255



	2019/20
	£'000
<u>Capital financing applied in the year:</u>	
- Use of Capital Receipts Reserve to finance new capital expenditure	(54)
- Application of grants to capital financing from the Capital Grants Unapplied Account	(8,468)
- Statutory provision for the financing of capital investment charged against the General Fund and and HRA balances	(815)
- Application of grants to capital financing from Receipts in Advance	(663)
- Use of Major Repairs Reserve to fianance new capital expenditure	(2,158)
- Capital expenditure charged against the General Fund and HRA balances	(3,373)
Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	(18)
Balance at 31 March	<u>(190,945)</u>



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.

	2019/20
	£'000
Balance at 1 April	724
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	(21)
Balance at 31 March	703

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, 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.

	2019/20
	£'000
Balance at 1 April	75,393
Remeasurements of the net defined benefit liability / (asset)	(27,686)
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	13,089
Employer's pensions contributions and direct payments to pensioners payable in the year	(7,351)
Balance at 31 March	53,445



Collection Fund Adjustment Account

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

	2019/20
	£'000
Balance at 1 April	(4,167)
Amount by which council tax and non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements.	(1,788)
Balance at 31 March	(5,955)

22. Members' Allowances

There are 55 elected members of the Council. The Council paid the following amounts to elected Members during the year.

	2019/20
	£'000
Basic, Attendance and Special Responsibility Allowances	595
Subsistence and Expenses	38
Total	633



23. 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.

	2019/20
	£'000
Fees payable to the Ernst and Young LLP with regard to external audit services carried out by the appointed auditor for the year	60
Additional fees payable to the Ernst and Young LLP with regard to external audit services carried out by the appointed auditor for the previous year	64
Fees payable to the Ernst and Young LLP for the certification of grant claims and returns for the year	41
Additional fees payable to the Ernst and Young LLP for the certification of grant claims and returns for the previous year	26
Total	190



24. 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 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.

Central Government

Central Government has significant influence over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides the majority of its funding in the form of grants and prescribes the terms of many transactions that the Council has with other parties (e.g. council tax bills, business rates and housing benefits). Grants received from Government departments and grants receipts outstanding at 31 March 2020 are shown in Note 20.

Suffolk County Council

Transactions included income and expenditure, precept payments and Business Rates pooling (Collection Fund statement), pension payments (Note 28), and funding of partnership arrangements. Income relating to Waste Recycling Credits totalled £1.702m with a year-end debtor of £0.000m.

Members and Chief Officers

Members and Chief Officers of the Council have direct control over the Council's financial and operating policies. The total of Members' allowances paid in 2019/20 is shown in note 22. The Council made payments in 2019/20 totalling £0.438m (with a year-end creditor of £0.119m) to other organisations in which Members had an interest. The Council also received income from other organisations totalling £0.046m (with a year-end debtor of £0.003m) in which members

had an interest. Any contracts were entered into in full compliance with the Council's standing orders, and any grants were made with proper consideration of declarations of interest. The relevant members did not take part in any discussion or decision relating to awarding of the contract or grant.

Levies Paid to other Authorities

Rivers and Drainage Authorities £0.235m as shown in note 11.

Waveney Norse Ltd

As part of the contract with Waveney Norse Ltd, two Council employees, Andrew Jarvis (Strategic Director) and Kerry Blair (Head of Operations), are named as Directors of Waveney Norse Ltd due to their representation of the Council's interests through the Partnership Board.

Suffolk Coastal Norse Ltd

As part of the contract with Suffolk Coastal Norse Ltd, one Council employee, Andrew Jarvis (Strategic Director), along with a Cabinet Member, Stephen Burroughes, (Cabinet Member with responsibilities for Operational Partnerships) are named as Directors of Suffolk Coastal Norse Ltd due to their representation of the Council's interests through the Partnership Board.



East Suffolk Holdings Limited

East Suffolk Holdings Limited is wholly owned by the Council and was incorporated on 24 October 2019. Three Council employees, Stephen Baker (Chief Executive), Andrew Jarvis (Strategic Director) and Nicholas Khan (Strategic Director) are named as Directors of East Suffolk Holdings Limited.

East Suffolk Construction Services Limited / East Suffolk Property Developments Limited / East Suffolk Property Investments Limited

East Suffolk Holdings Limited is the sole shareholder of East Suffolk Construction Services Limited, East Suffolk Property Developments Limited, and East Suffolk Property Investments Limited, all of which were incorporated on 26 November 2019. Two Council employees, Andrew Jarvis (Strategic Director) and Nicholas Khan (Strategic Director) are named as Directors of all three of these companies.



25. Officers' Remuneration and Exit Packages

The remuneration paid to senior employees is set out in the table below. No bonuses were paid in 2019/20.

		Salary, Fees and Allowances	Benefits in Kind (e.g. Car Allowances)	Compensation for Loss of Office	Total Excluding Pension Contributions	Employer's Pension Contribution	Total including Pension Contributions	Additional Council Pension Contributions
		£	£	£	£	£	£	£
Chief Executive	2019/20	149,503	3,906	-	153,409	34,087	187,496	-
Strategic Director	2019/20	102,211	-	-	102,211	23,304	125,515	-
Strategic Director	2019/20	99,234	-	-	99,234	22,625	121,859	-
Chief Finance Officer & S151 Officer	2019/20	78,044	-	-	78,044	17,794	95,838	-
Head of Communities	2019/20	70,364	-	-	70,364	16,043	86,407	-
Head of Customer Services, Communications & Marketing *	2019/20	36,161	-	-	36,161	8,239	44,400	-
Head of Economic Development & Regeneration	2019/20	70,364	-	-	70,364	16,043	86,407	-
Head of Environmental Services & Port Health	2019/20	82,535	-	-	82,535	18,818	101,353	-
Head of Housing	2019/20	80,867	-	-	80,867	18,438	99,305	-
Head of ICT	2019/20	71,002	-	-	71,002	15,691	86,693	-
Head of Internal Audit	2019/20	70,364	-	-	70,364	16,043	86,407	-
Head of Legal & Democratic Services	2019/20	76,277	-	-	76,277	17,391	93,668	-
Head of Operations	2019/20	70,364	-	-	70,364	16,043	86,407	-
Head of Planning & Coastal Management	2019/20	82,535	-	-	82,535	18,818	101,353	-

* postholder commenced employment September 2019

No employees were paid in excess of £150,000 in the year; therefore no additional disclosure of employee names is required. The Council's other employees receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) were paid the following amounts:



Remuneration band	2019/20	
	Number of employees	
	Total	Left in Year
£55,000 - £59,999	-	-
£60,000 - £64,999	-	-
£65,000 - £69,999	4	-
£70,000 - £74,999	1	-
£75,000 - £79,999	5	-
£80,000 - £84,999	2	-
£85,000 - £89,999	3	-
£90,000 - £94,999	-	-
£95,000 - £99,999	-	-
£100,000 - £104,999	1	-
£105,000 - £109,999	1	-
£110,000 - £114,999	-	-
£115,000 - £119,999	-	-
£120,000 - £124,999	-	-
£125,000 - £129,999	-	-
£130,000 - £134,999	-	-
£135,000 - £139,999	-	-
£140,000 - £144,999	-	-
£145,000 - £149,999	-	-
£150,000 - £154,999	1	-
	18	-

The above numbers include officers who were made redundant voluntarily during the 2019/20 financial year, and whose remuneration may not have normally been included within the limits of the above table, but who had received a redundancy payment which increased their earnings to over the minimum of £50k. An additional column in the Table above shows leavers. In addition, other transactions are disclosed in Note 24, Related Parties.



Exit Packages

The number of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

Exit Package cost band (including special payments)	Number of Compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band
	2019/20	2019/20	2019/20	2019/20
£				£
0 to 20,000	4	2	6	25,185
20,001 to 40,000	-	-	-	-
40,001 to 60,000	1	-	1	50,099
60,001 to 80,000	-	-	-	-
80,001 to 100,000	-	-	-	-
Total	5	2	7	75,284

The total cost in the above table covers exit packages (also known as termination benefits) that have been agreed, accrued for and charged to the Council's Comprehensive Income and Expenditure Statement for the disclosed financial year. The figures exclude payments made for ill-health retirements, of which there were costs of £6,514 as they are not discretionary and do not therefore meet the definition of termination benefits under the CIPFA Code of Practice.



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

*These figures match to the Additions lines in Note 14 detailing movements on the non-current assets.

	2019/20
	£'000
<i>Opening Capital Financing Requirement</i>	115,553
<i>Capital investment</i>	
Property, Plant and Equipment*	12,591
Heritage Assets	12
Revenue Expenditure Funded from Capital under Statute	2,147
Property, Plant and Equipment written out to Revenue	
Total Capital Investment	14,750
<i>Sources of finance</i>	
Capital receipts	53
Government grants and other contributions	9,131
Sums set aside from revenue:	
Direct revenue contributions	3,372
Minimum Revenue Provision	815
Major Repairs Reserve	2,158
<i>Closing Capital Financing Requirement</i>	114,774
<i>Explanation of movements in year</i>	
Increase in underlying need to borrowing (unsupported by government financial assistance)	(779)
<i>Increase/(decrease) in Capital Financing Requirement</i>	(779)



27. Leases

Disclosures as Lessee

Finance Leases

No assets under finance leases were acquired by the Council in the year. Assets acquired under finance leases prior to 1st April 2019 are carried as property, plant and equipment in the Balance Sheet at the net amount of £8.190m.

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:

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into. There were no material contingent rents payable by the Council under finance leases for 2019/20.

In relation to one of the Council's finance leases, the Lessor had to secure financing to be able to fulfil the capital project it was undertaking for the Council. It was agreed between the Lessor and Santander, that as part of the Council's monthly lease payment, the Council would make direct payment to Santander to cover the cost of the Lessor's monthly repayment of the financing

Operating Leases

The Council has the following material operating leases as a lessee:

	2019/20	
	£'000	
Finance lease liabilities (net present value of		
- current		280
- non current		6,079
Finance costs payable in future years		3,869
Minimum lease payments		10,228
The minimum lease payments will be payable		
	Minimum Lease Payments	Finance Lease Liabilities
	2019/20	2019/20
	£'000	£'000
Not later than one year	731	280
Later than one year and not later than five years	2,922	1,335
Later than five years	6,575	4,744
	10,228	6,359

	Other Land and Buildings
	2019/20
	£'000
Not later than one year	97
Later than one year and not later than five years	149
Later than five years	328
	574



Disclosures as Lessor

Finance Leases

The Council has no material finance leases as a lessor.

Operating Leases

The Council leases out property under operating leases for the following purposes:

- for the provision of community services, such as sports facilities, tourism services, etc.; or
- for economic development purposes to provide suitable affordable accommodation for local businesses.

The future minimum lease payments receivable under leases in future years are:

	2019/20
	£'000
Not later than one year	1,446
Later than one year and not later than five years	5,077
Later than five years	29,551
	<hr/>
	36,074

The minimum lease payments receivable do not include rents that are contingent on events taking place after the lease was entered into.

There were no material contingent rents receivable by the Council under operating leases for 2019/20. All assets provided under operating lease assets by the Council are shown within the movements included within Property, Plant and Equipment (Note 14).



28. Pensions

Pension costs are accounted for in accordance with the accounting standard IAS19. The objectives of IAS19 are to ensure that the financial statements reflect at fair value the assets and liabilities arising from an employer's retirement benefit obligations and any related funding and that the operating costs of providing retirement benefits to employees are recognised in the accounting period in which the benefits are earned, and that the financial statements contain adequate disclosure of the cost of providing retirement benefits.

IAS19 costs are not, however, chargeable to council tax, it is only the actual payments that impact on the accounts, and are shown in the Movement in Reserves Statement.

The Pensions Liability in the Balance Sheet reflects the underlying commitments that the Council has in the long term to pay retirement benefits. The impact of the net pension liability on overall reserves amounts to £53.445m in 2019/20. However statutory arrangements for funding the deficit mean the financial position of the Council is not affected.

The latest triennial actuarial valuation of the assets and liabilities of the Suffolk County Pension Fund was completed on 31 March 2019. The Council has been advised that its share of the pension fund was 98% fully funded at this date. The proposed employers pension contribution rate for 2020/21, 2021/22 and 2022/23 is 34%, 33% and 32% and is a reduction on the current rate for East Suffolk of 35.4%

Participation in the pension scheme

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 (for those benefits) and to disclose them at the time that employees earn their future entitlement.

The Council participates in the Local Government Pension Scheme, administered locally by Suffolk 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 liabilities with investment assets.

The Suffolk Pension Fund scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of Suffolk County Council. Policy is determined in accordance with the Pensions Fund Regulations. The investment managers of the fund are appointed by the committee and consist of the Head of Finance (S151 Officer) of Suffolk County Council and Investment Fund managers.

The principal risks to the Council of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge to the General Fund and Housing Revenue Account the amounts required by statute as described in the accounting policies note.

Transactions relating to post employment benefits

Retirement benefits are reported in the Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge made against Council Tax is based on the cash payable in the year, so the real cost of post-employment / retirement benefits is reversed out of the General Fund and Housing Revenue Account 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:



	Local Government Pension Scheme 2019/20 £'000
Comprehensive Income and Expenditure Statement	
<i>Cost of Services:</i>	
- Current service cost	9,541
- Past Service cost	1,662
- (Gains) / loss from settlements	-
<i>Financing and investment income and expenditure:</i>	
- Net interest expense	1,886
<i>Total Post-employment Benefit Charged to the Surplus or Deficit on the Provision of Services</i>	<u>13,089</u>

The Past Service Costs figure includes £819,000 which represents the actuaries' allowance for the approximate impact of the McCloud judgement.

	Local Government Pension Scheme 2019/20 £'000
<i>Other Post-employment Benefit Charged to the Comprehensive Income and Expenditure Statement</i>	
<i>Remeasurement of the net defined benefit liability comprising:</i>	
- Return on plan assets (excluding the amount included in the net interest	20,013
- Actuarial gains and losses arising on changes in demographic	(6,222)
- Actuarial gains and losses arising on changes in financial assumptions	(22,765)
- Other	(18,685)
<i>Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement</i>	<u>(27,659)</u>
<i>Movement in Reserves Statement:</i>	
- Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(13,089)
<i>Actual amount charged against the General Fund Balance for pensions in the year:</i>	
- Employers' contributions payable to scheme	7,378



Pensions assets and liabilities recognised in the Balance Sheet

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

	Local Government Pension Scheme
	2019/20 £'000
Present value of the defined benefit obligation	(274,771)
Fair value of plan assets	221,326
Net liability arising from defined benefit obligation	<u>(53,445)</u>



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

	Local Government Pension Scheme
	2019/20
	£'000
Opening fair value of scheme assets	236,247
Interest Income	5,659
Effect of Settlements	
Remeasurement gain / (loss):	
- The return on plan assets, excluding the amount included in net interest	(20,013)
- Other	
Contributions from employer	7,378
Contributions by employees into the scheme	1,376
Benefits paid	(9,321)
Closing fair value of scheme assets	221,326

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

Opening balance 1 April	311,640
Current service cost	9,541
Interest cost	7,545
Contributions from scheme participants	1,376
Remeasurement (gains) and losses:	
- Actuarial gains / losses arising from changes in demographic	(6,222)
- Actuarial gains / losses arising from changes in financial	(22,765)
- Other	(18,685)
Past service costs	1,662
Benefits paid	(9,321)
Closing balance at 31 March	274,771

Local Government Pension Scheme assets comprised:

(Active Markets unless otherwise stated)

	Fair Value of Scheme Assets
	2019/20
	£'000
Equity instruments:	
- Consumer	5,583
- Manufacturing	2,374
- Energy and Utilities	1,056
- Financial Institutions	2,577
- Health and Care	1,706
- Information Technology	908
- Other	1,857
	16,061
Debt Securities:	
- Corporate (Investment Grade)	49,568
Private Equity (includes Non-active Market - 7,766)	9,605
Real Estate:	
- UK Property	21,416
Investment Funds & Unit Trusts:	
- Equities	73,970
- Bonds	17,926
- Hedge Funds	13,183
- Infrastructure (Non-active Market)	12,010
- Other (Non-active Market)	3,848
	120,937
Derivatives:	
- Foreign exchange	92
Cash and cash equivalents	3,647
Total Assets (Non-active Market 2019/20 - 12,359)	221,326



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 liabilities have been assessed by Hymans Robertson, an independent firm of actuaries, based on the new roll forward from the 2019 formal valuation.

The significant assumptions used by the actuary have been:

	Local Government Pension Scheme 2019/20
Mortality assumptions:	
Longevity for current pensioners:	
- Men	21.9
- Women	24.1
Longevity for future pensioners:	
- Men	22.7
- Women	25.6
Rate of inflation	1.9%
Rate of increase in salaries	2.6%
Rate of increase in pensions	1.9%
Rate for discounting scheme liabilities	2.3%

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



Sensitivity Analysis

The sensitivities regarding the principle assumption used to measure the scheme liabilities are set out below:

Change in assumptions at 31 March 2020	Approx % increase to Defined Benefit Obligation
0.5% decrease in Real Discount Rate	9%
0.5% increase in the Salary Increase Rate	1%
0.5% increase in the Pension Increase Rate (CPI)	8%

A one year increase in life expectancy would approximately increase the Employer's Defined Benefit Obligation by around 3-5%. In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

Impact on the Council's Cash Flows

The objectives of the scheme are to keep employers' contributions at a constant rate as far as possible. The Council has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over 20 years. Funding levels are monitored on an annual basis.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31st March 2015. The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants. The Council anticipates paying £7.085m in contributions to the scheme in 2020/21.



29. Contingent Liabilities

As at 31 March 2020, the Council had no material contingent liabilities.

30. Contingent Assets

As at 31 March 2020, the Council had no material contingent assets.

31. Interests in Companies and Other Entities

Local Authorities must consider all their interests in entities and prepare a full set of group financial statements where they have material interests in subsidiaries, associates or joint ventures. Before group accounts can be produced the following actions need to be carried out:

- Determine whether the Council has any form of interest in an entity.
- Assess the nature of the relationship between the Council and the entity.
- Determine the grounds of materiality whether group accounts should be prepared.

Having considered the accounting requirements and the Council's involvement with all companies and organisations, Group Accounts have been prepared. These incorporate only the results of Waveney Norse Limited, an Associate of which the Council owns a 19.9% share, and Suffolk Coastal Norse Limited, an Associate of which the Council owns a 20% share.

Waveney Norse Limited and Suffolk Coastal Norse Limited

In 2008/09, Waveney District Council entered into an arrangement with Norse Commercial Services Limited (NCS) for the provision of a package of services including Refuse, Cleansing and Maintenance. A new company, Waveney Norse Ltd, was formed to deliver this service. Suffolk Coastal District Council had held a 20% share of Suffolk Coastal Norse Limited (Ltd) since 1st April 2009. Suffolk Coastal Norse Ltd provides a package of services including Refuse, Cleansing and Maintenance.

Group Accounts have been prepared as East Suffolk Council has the 'power' to participate in operating decisions and because transactions between both these companies and East Suffolk Council are material. The Group Accounts incorporate East Suffolk Council's share of the net assets and surpluses of Waveney Norse Ltd and Suffolk Coastal Norse Ltd as Associates, using the Equity method.

The Group Accounts are included in this document as additional columns to East Suffolk Council's Primary Statements, showing the extent of the Council's 19.9% interest in Waveney Norse Ltd and 20% interest in Suffolk Coastal Norse Ltd.

In addition to the Group Accounts, the following information has been disclosed to aid an understanding of the nature of the group relationship and the impact of the arrangements East Suffolk Council's Statement of Accounts.

- a) The registered names of the Companies are Waveney Norse Limited and Suffolk Coastal Norse Limited;



- b) Nature of the business - the principal activities of Waveney Norse Ltd and Suffolk Coastal Norse Limited are refuse, cleansing and maintenance services;
- c) The immediate parent undertaking is Norse Commercial Services Limited;
- d) The ultimate parent undertaking is Norse Group Limited;
- e) The ultimate controlling party is Norfolk County Council, by virtue of them owning 100% of the ordinary share of Norse Group Limited;
- f) East Suffolk Council holds fully paid Ordinary Share capital of £2, in Waveney Norse Ltd with no special rights or constraints. It has a 19.9% share and also receives a 50-50 profit / loss share at year-end;
- g) East Suffolk Council holds fully paid Ordinary Share capital of £2, in Suffolk Coastal Norse Ltd with no special rights or constraints. It has a 20% share and also receives a 50-50 profit / loss share at year-end;
- h) Both companies' contributions to their pension schemes are treated as if they are contributions to a defined contribution scheme. Set contributions are paid over the life of the Agreement, with any increase or decrease in funding being met by the Council.
- i) Payments made to Waveney Norse Limited in respect of refuse, cleansing and maintenance services are included within the Cost of Services in the Comprehensive Income and Expenditure Statement. Total payments to Waveney Norse Ltd were £7.439m in 2019/20 and included in the Accounting Statements as follows:

	2019/20
	£'000
Housing Operations and Landlord Services	669
Legal and Democratic Services	9
Operations	6,762
Planning and Coastal Management	38
	<hr/>
	7,477
	<hr/>



j) Details of Waveney Norse Limited's draft annual financial results to 31 March 2020 are set out below.

	2019/20 Waveney Norse	2019/20 Council Investment (19.9%)
	£000	£000
Current Assets		
Stock	127	25
Debtors	3,141	625
Gross Assets	3,268	650
Creditors falling due within one year	(962)	(191)
Net Assets / Shareholder's Funds	<u>2,306</u>	<u>459</u>
Turnover	10,424	2,074
Profit on ordinary activity before taxation	158	31
Tax on profit on ordinary activity	(25)	(5)
Profit for the Financial Period	<u>133</u>	<u>26</u>

	2019/20 Waveney Norse	2019/20 Council Investment (19.9%)
	£000	£000
<u>Tax components included in the above figures are as follows:</u>		
Debtors		
- Deferred Tax asset	24	5
Creditors falling due within one year		
- Corporation Tax	27	5
Tax on profit on ordinary activity		
- Current Tax	(26)	(5)
	<u>(26)</u>	<u>(5)</u>

k) Payments made to Suffolk Coastal Norse Limited in respect of refuse, cleansing and maintenance services are included within the Cost of Services in the Comprehensive Income and Expenditure Statement. Total payments to Suffolk Coastal Norse Ltd were £8.936m in 2019/20 and included in the Accounting Statements as follows:

	2019/20 £'000
Planning & Coastal Management	13
Legal & Democratic Services	2
Housing Operations & Landlord services	1
Operations	8,972
	<u>8,988</u>



l) Details of Suffolk Coastal Norse Limited's draft annual financial results to 31 March 2020 are set out below.

	2019/20	2019/20		2019/20	2019/20
	Suffolk	Council		Suffolk	Council
	Coastal	Investment		Coastal	Investment
	Norse Ltd	(20%)		Norse Ltd	(20%)
	£'000	£'000		£'000	£'000
Current Assets					
Stock	138	28			
Debtors	4,946	989			
Cash at Bank	133	27			
	5,217	1,044			
Creditors falling due within one year	(1,207)	(241)			
Defined Benefit Pension Scheme Liability	(4,664)	(933)			
	(654)	(130)			
Net Assets / Shareholder's funds					
Share of Actuarial Gains/(Losses)	(1,494)	(299)			
Turnover	14,247	2,849			
Loss on ordinary activity before taxation	(257)	(51)			
Tax on profit on ordinary activity	75	15			
Loss for the Financial Period	(182)	(36)			

	2019/20	2019/20
	Suffolk	Council
	Coastal	Investment
	Norse Ltd	(20%)
	£'000	£'000
<u>Tax components included in the above figures are as follows:</u>	£'000	£'000
Debtors		
- Deferred Tax asset	903	181
Creditors falling due within one year		
- Corporation Tax	56	11
Tax on profit on ordinary activity		
- Current Tax	55	11
- Deferred Tax	(130)	(26)
	(75)	(15)

Sentinel Leisure Trust

With effect from 1 April 2011, Waveney District Council transferred the management and operation of its leisure operations to the newly formed Sentinel Leisure Trust. Seven volunteers were initially appointed as Trustees and Directors of the new Trust and were joined by two Council representatives on the Board. The Council has a 15-year partnership management agreement with Sentinel. The facilities and equipment remain the property of the Council throughout the Partnership, with the Trust operating under a lease. The Council gave Sentinel 12 months' notice in respect of the Waterlane Leisure Centre in October 2019. In respect of the Bungay Leisure Centre, Sentinel were given 12 months' notice of a major re-development in June 2019.



32. Long Term Creditors

	2019/20
	£'000
Creditors	7
Finance Leases	6,079
Receipts in Advance	558
	<u>6,644</u>

33. Long Term Investments

As at 31 March 2019, both Waveney District Council and Suffolk Coastal District Council had long term investment balances of £2.429m each in the CCLA LAMIT Property Fund which transferred over to East Suffolk Council. During the 2019/20 financial year, the Council invested a further £5m in the CCLA LAMIT Property Fund and £5m into the CCLA Diversified Income Fund an element of which was used to fund legal costs and Stamp Duty Land Tax. The Council has invested in these funds for the long term and therefore expect any downturn in fund values due to Covid19 will be mitigated over time.

	2019/20
	£'000
Other Local Authorities	5,000
Other Entities	13,676
	<u>18,676</u>

During 2019/20, the Council has received dividends on the investments and the principal invested has depreciated in value, the Property Fund by £730k and the diversified income fund by £596k. This was charged to Financing and Investment Income and Expenditure within the Comprehensive Income and Expenditure Statement and added to the long term investment balance resulting in the balance decreasing to £9.270m for the Property Fund and £4.404m for the Diversified Income Fund.

34. Prior Period Adjustment

There are no prior period adjustments to report in respect of 2019/20.



HOUSING REVENUE ACCOUNT

The Housing Revenue Account (HRA) Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. Authorities charge rents to cover expenditure in accordance with the legislative framework; this may be different from the accounting cost. The increase or decrease in the year, on the basis on which rents are raised, is shown in the Movement on the Housing Revenue Account Statement.

	HRA Note	2019/20 £'000
Income		
Gross rental income:		
- Dwelling rents		(18,839)
- Non-dwelling rents		(184)
Charges for services and facilities		(1,218)
Lease holders charges for services and facilities		(9)
Contributions towards expenditure		(73)
Reimbursement of costs		(327)
Total income		(20,650)
Expenditure		
Repairs, maintenance and management:		
- Repairs and maintenance		4,735
- Supervision and management		3,934
- Special Services		1,929
- Redundancy and associated pension costs		9
Rents, rates and other charges		124
Movement in the allowance for bad debts		(161)
Depreciation of HRA non-current assets:		
- Dwellings	8	3,133
- Other assets	8	198
Revaluation & impairment of HRA non-current assets		(2,973)
Debt management costs	4	21
Total expenditure		10,949
Net expenditure or (income) of HRA services as included in the whole authority CIES		(9,701)



	HRA Note	2019/20 £'000
- HRA share of Corporate and Democratic Core		89
Net expenditure or (income) of HRA services		(9,612)
HRA share of the operating income and expenditure included in the whole authority CIES:		
- (Gain) or loss on sale of HRA non-current assets		(679)
- Interest payable and similar charges	4	2,258
- Pension Cost Contribution		477
- HRA interest and similar income	4	(183)
- HRA Capital Grants & Contributions		(308)
(Surplus) or deficit for the year on HRA services		(8,047)
Movement on the HRA Statement		
HRA balance brought forward		(4,860)
(Surplus) or deficit for the year on the HRA Income and Expenditure Statement	(8,047)	
Adjustments between accounting basis and funding basis under statute (Note 9 to the Core Statements)	3,680	
Net (increase) or decrease before transfers to or from reserves	(4,367)	
Transfers (from) or to HRA Earmarked Reserves (Note 10 to the Core Statements)	3,994	
(Increase) or decrease in year on the HRA		(373)
Balance on the HRA at the end of the year		(5,233)



NOTES TO THE HOUSING REVENUE ACCOUNT

1. Dwelling Rents and Charges for Services and Facilities

The account shows the rent and charges for services and facilities due in the year after allowing for voids and other losses in collection. 2019/20 is a 53 week rent year. Charges for Services and Facilities relate to heating, warden and other communal services provided to residents in sheltered accommodation.

	2019/20
Average dwelling rent per week (£)	81.43
Arrears at 31 March (£'000)	973
Arrears at 31 March as % of the gross income collectable	4.9%
Provision for bad debts at 31 March (£'000)	661

2. Major Repairs Reserve (MRR)

	2019/20 £'000
The movement on the Major Repairs Reserve (MRR) for the financial year is analysed below:	
MRR opening balance	19,629
Amounts transferred to the MRR during the year	3,331
Debits to the MRR during the year in respect of HRA capital expenditure	(2,158)
MRR closing balance	20,802

Under Self-Financing accumulated depreciation is transferred into the MRR where it is ring-fenced to be used to repay the principal elements of HRA debt as well as to finance new capital expenditure. Movements and balances on the MRR are also detailed in the Movement in Reserves Statement and Note 9 to the Core Statements.



3. Capital Receipts – Disposal of Council Dwellings

	2019/20
Capital receipts from sales of council houses (Right to Buys) can be summarised as follows:	
- Number of disposals under Right to Buy	28
- Value of disposals under Right to Buy (£'000)	2,090
 Value of capital receipts from the disposal of other HRA land, houses and property	 256

4. Capital Related Charges

	2019/20 £'000
Depreciation charge	3,331
Debt management expenses	21
Interest payable	2,247
Premium charges for early repayment of debt	10
Transfer to Capital Financing Account via MRR	2,158
Interest income on notional cash balances	(183)

5. Housing Stock

	2019/20
The stock of dwellings has changed as follows:	
Opening stock of dwellings	4,446
Add: new build/purchases/additions	38
Less: sales	(31)
Closing stock of dwellings	4,453
Analysis of closing stock numbers:	
Houses	2,007
Bungalows	1,210
Flats	1,236
	4,453



6. Capital Expenditure

	2019/20
	£'000
Dwellings	2,179
Dwelling acquisitions	176
Other Land and Buildings	47
Assets Under Construction	725
Capital Prepayment	3
	3,130
Financed by:	
Usable capital receipts	53
Revenue contributions	612
Grants and contributions	307
Major Repairs Reserve	2,158
	3,130

7. Non-Current Assets

The Balance Sheet value of land, dwellings and other property within the HRA as at 1 April 2019 in the financial year and the closing Balance Sheet value as at 31 March 2020 is included within Note 14 to the Core Statements. The Balance Sheet values of HRA non-current assets are disclosed below:

	2019/20
	£'000
Council dwellings	215,452
Other land and buildings	1,911
Vehicles, plant, furniture and equipment	289
Assets under construction	1,779
Land Awaiting Development	1,835
Assets held for sale	4
Total Balance Sheet value of HRA non-current assets (PPE)	221,270
Intangibles	30
Total Balance Sheet value of HRA non-current assets	221,300
Dwellings - Vacant Possession Value	566,979

Vacant possession value and Balance Sheet value of council dwellings within the HRA show the economic cost to Government of providing council housing at less than market rents.



8. Depreciation

The depreciation charge for the year, for all of the HRA's non-current assets are disclosed as follows:

	2019/20
	£'000
Council dwellings	3,133
Other land and buildings	73
Vehicles, plant, furniture and equipment	102
Total charge for depreciation within the HRA (PPE)	3,308
Intangibles	23
Total charge for depreciation within the HRA	3,331

9. Revaluation and Impairment Charges

The 2019/20 financial results include £2.973m credit for Revaluation Gains or Losses against HRA Assets charged to the Comprehensive Income and Expenditure Statement.



COLLECTION FUND INCOME AND EXPENDITURE ACCOUNT

The Collection Fund is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers and local businesses and the distribution to local authorities and Central Government of council tax and non-domestic rates.

	Notes	2019/20	
		Business Rates	Council Tax
		£'000	£'000
Income			
Income from council tax	1	-	(153,544)
Transfer from General Fund - council tax benefits		-	(4)
Transitional relief		-	-
Income from business rates	2	(96,470)	-
Transitional protection payments		(2,089)	-
		(98,559)	(153,548)



	Notes	2019/20	
		Business Rates £'000	Council Tax £'000
Expenditure			
Precepts, demands and shares:			
- Central Government		43,584	-
- Suffolk County Council		8,717	112,099
- Police and Crime Commissioner for Suffolk		-	18,458
- East Suffolk Council		36,897	20,496
Transitional protection payments		6,396	-
Charges to Collection Fund			
- Write offs of uncollectable amounts		231	262
- Increase / (decrease) in bad debt provision		502	1,737
- Increase / (decrease) in provision for appeals		(1,151)	-
- Cost of collection allowance		462	-
Apportionment of previous years surplus / (deficit)			
- Central Government		(396)	-
- Suffolk County Council		104	-
- Police and Crime Commissioner for Suffolk		-	-
- East Suffolk Council		416	-
		95,762	153,052
(Surplus) / deficit for year	3	(2,797)	(496)
Balance brought forward - (surplus) / deficit		(4,069)	(2,909)
Balance carry forward - (surplus) / deficit		(6,866)	(3,405)



NOTES TO THE COLLECTION FUND

1. Income from council tax

Council tax is set to meet the demands of Suffolk County Council, The Police and Crime Commissioner for Suffolk, East Suffolk Council and Parish/Town Councils. The tax is set by dividing these demands by the tax base, which is the number of chargeable dwellings in each valuation band expressed as an equivalent number of Band D dwellings.

	2019/20	
	£	
The average Band D Council Tax set was:		1,741.13
The Council estimated its Tax Base for 2019/20 as follows:	Chargeable dwellings	Band D Equivalents
Valuation Band		
A	23,262	15,508
B	27,087	21,068
C	20,600	18,311
D	16,541	16,541
E	10,432	12,750
F	4,958	7,162
G	2,680	4,467
H	192	383
	105,752	96,190
Less: local council tax reduction scheme		(8,753)
provision for bad and doubtful debts (1.0%)		(874)
Add: Ministry of Defence properties		192
Tax Base 2019/20 (Band D equivalents)		86,755



2. Business Rates

The Council collects business rates (non-domestic rates) in the district. The amount collected less an allowance for the cost of collection is shared between Central Government (50%), East Suffolk Council (40%) and Suffolk County Council (10%). As a member of the Suffolk Business Rates Pool, from the Council's share, a tariff payment is made to Suffolk County Council to distribute excess business rates income above the Council's baseline funding need set by Central Government. These transactions are shown in the Comprehensive Income and Expenditure Statement under Taxation and Non-Specific Grants. The valuation list was revised in April 2005 and April 2010, and the latest revaluation of all business properties was completed on 1 April 2017.

	2019/20
The rateable value at 31 March was	£232.2m
The multiplier was	50.4p

3. Collection Fund Balances

The Collection Fund in year (surplus) / deficit comprises the following:	
(Surplus) / Deficit relating to:	2019/20
	£'000
<u>Council Tax</u>	
Suffolk County Council	(344)
Police and Crime Commissioner for Suffolk	(84)
East Suffolk Council	(68)
Total Council Tax	<u>(496)</u>
<u>Business Rates</u>	
Central Government	(1,856)
Suffolk County Council	(188)
East Suffolk Council	(753)
Total Business Rates	<u>(2,797)</u>



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EAST SUFFOLK COUNCIL



GLOSSARY OF FINANCIAL TERMS

Accounting Period

The period of time covered by the Accounts, normally 12 months commencing on 1 April for local authorities.

Accounting Policies

The rules and practices adopted by the Council that determine how the transactions and events are reflected in the accounts.

Accruals

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

Business Rates (Non Domestic Rates)

The system of local taxation on business properties also called non domestic rates (NDR).

Capital Adjustment Account

The Account absorbs the difference arising from the different rates at which non-current assets are accounted for as being consumed and at which resources are set aside to finance their acquisition.

Capital Charge

A charge to service accounts to reflect the cost of non-current assets used in the provision of services, usually comprising depreciation charges, impairment and any associated write down of capital grant financing.

Capital Expenditure

Expenditure on the acquisition of a non-current asset such as land and buildings, or expenditure that adds to and not merely maintains the value of an existing non-current asset.

Capital Receipts

Capital money received from the sale of land, dwellings, or other assets, which is available to finance other items of capital expenditure, or to repay debt on assets originally financed from loan.

Capital Receipts Reserve

This reserve holds the receipts generated from the disposal of non-current assets, which are restricted to being applied to finance new capital investment or reduce indebtedness.

CIPFA (Chartered Institute of Public Finance and Accounting)

CIPFA is the professional institute for accountants working in the public services. CIPFA publishes the Code, which defines proper accounting practice for local authorities.

Collection Fund

This Fund records the collection of the council tax and non domestic rates and its distribution.

Community Assets

Assets that the local authority intends to hold in perpetuity, that have no determinable useful life, and that may have restrictions on their disposal. Examples of community assets are parks and historic buildings. See new paragraph regarding change from Community Assets to Heritage Assets from 1 April 2011.

Community Charge

The system of local taxation prior to council tax.

Contingent Liabilities

Potential liabilities which are either dependent on a future event, or which cannot be reliably estimated.

Contingent Assets

Potential assets which are either dependent on a future event, or which cannot be reliably estimated.

Corporate and Democratic Core

This comprises all activities which local authorities engage in specifically because they are elected, multi-purpose organisations. The cost of these activities are thus over and above those which would be incurred by a series of independent, single purpose, nominated bodies managing the same services. It includes cost relating to the corporate management and democratic representation.

Council Tax

The system of local taxation on dwellings that replaced the community charge with effect from 1 April 1993.



Council Tax Base

The amount calculated for each billing authority from which the grant entitlement of its share is derived. The number of properties in each band is multiplied by the relevant band proportion in order to calculate the number of Band D equivalent properties in the area. The calculation allows for exemptions, discounts, appeals, local council tax reduction scheme and a provision for non-collection.

Council Tax Benefit

A system of financial assistance towards council tax costs which takes account of the applicants' financial needs and incomes.

Creditors

An amount of money owed by the District Council at 31 March for goods or services supplied but not yet paid for.

Debt

Amounts borrowed to finance capital expenditure that are still to be repaid.

Debtors

An amount of money owed to the District Council at 31 March. Long-term debtors comprise loans against mortgaged property and loans to other local authorities.

Deferred Capital Receipts

Capital receipts outstanding on Council houses sold on deferred terms and secured by a mortgage of the property.

Depreciation

The measure of the wearing out, consumption, or other reduction in the useful economic life of a non-current asset, whether arising from use or obsolescence through technological or other changes.

Direct Revenue Financing

A charge to revenue accounts for the direct financing of non-current assets and other capital expenditure.

Earmarked Reserves

Revenue reserves within the General Fund and the Housing Revenue Account set aside to finance specific future services.

General Fund

The main revenue fund of the District Council, to which the costs of the services are charged, (excluding the Housing Revenue Account (HRA) - see below).

Government Grants

Payments by Central 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 (general grants).

Heritage Assets

Heritage Assets are a distinct class of asset which is reported separately from property, plant & equipment. It is expected that these assets would previously have been classified as community assets prior to 1st April 2011 (see earlier paragraph). The CIPFA Code defines a tangible heritage asset as: *a tangible asset with historical, artistic, scientific, technological, geophysical, or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.* An intangible heritage asset is: *an intangible asset with cultural, environmental or historical significance.*

Housing Advances

Loans by an authority to individuals towards the cost of acquiring or improving their homes.

Housing Benefit

A system of financial assistance towards housing costs which takes account of the applicants' financial needs and incomes. Assistance takes the form of rent rebates, council tax rebates and rent allowances.

Housing Revenue Account (HRA)

The statutory account to which are charged the revenue costs of providing, maintaining, and managing Council owned dwellings. These are financed by rents charged to tenants and subsidies received from the government. (See later paragraph on self-financing HRA).

Impairment

A material reduction in the value of a non-current asset during the accounting period. This can be caused by a consumption of economic benefits (such as physical damage through fire or flood) or a fall in price of a specific asset. A general reduction in asset values is accounted for as an impairment through Valuation Loss.



Infrastructure Assets

Non-current assets that are inalienable, expenditure on which is recoverable only by continued use of the asset created. Examples of infrastructure assets are highway and coast protection works.

International Financial Reporting Standards

The Code of Practice on Local Authority Accounting was, for the first time in 2010/11, based on International Financial Reporting Standards (IFRS). However, these standards are primarily drafted for the commercial sector and are not wholly designed to address the accounting issues relevant to local government in the UK. The Code therefore prescribes a hierarchy of alternative standards on which the accounting treatment and disclosures should be based for all transactions.

Leasing or Leases

A method of acquiring capital expenditure where a rental charge is paid for an asset for a specified period of time.

All leases are categorised as either finance leases or operating leases. A finance lease transfers substantially all of the risks and rewards of ownership to the lessee. An operating lease, in contrast, is similar to a rental agreement in nature, and all operating lease rentals are treated as revenue.

Levies

Payments made to Internal Drainage Boards.

Minimum Revenue Provision

A prudent sum required by law to be set aside from revenue for the repayment of loan debt.

Net Book Value

The amount at which non-current assets are included in the Balance Sheet, i.e. their historical cost or current value less the cumulative amounts provided for depreciation and impairment.

Non-Current Assets

Assets that yield benefits to the local authority and the services it provides for a period of more than one year.

Net Realisable Value

The amount at which an asset could be sold after the deduction of any direct selling costs.

Operational assets

Non-current assets held and occupied, used or consumed by the Council in the direct delivery of those services for which it has either a statutory or discretionary responsibility.

Out-turn

Actual income and expenditure for the financial year.

Post Balance Sheet Events

Those events, both favourable and unfavourable, which occur between the Balance Sheet date and the date on which the Statement of Accounts are authorised for issue by the Section 151 Officer.

Precept

The net expenditure of a non-billing authority (e.g. County Council, Police Authority or Parish Council) which the billing authority must include when setting its Council Tax and then pay over to the precepting authority in agreed instalments.

Property, Plant and Equipment

Assets that have physical substance and are held for use in the production or supply of goods and services, for rental to others, or for administrative purposes, and expected to be used during more than one period. (See separate paragraph on Heritage Assets).

Provisions

A liability that is of uncertain timing or amount which is to be settled by transfer of economic benefits.

Public Works Loan Board

A Government agency which provides longer-term loans to local authorities at interest rates slightly higher than those at which the Government itself can borrow. Local authorities can borrow a proportion of their requirements to finance capital expenditure from this source.

Rateable Value

A value assessed by the Valuation Office Agency for all properties subject to national non-domestic rates.



Reserves

Reserves are, reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves is those that the authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations.

Revaluation Reserve

An “unusable reserve” recording accumulated gains arising from the revaluation of non-current assets until they are consumed by the authority or realised in a sale, arising after 1 April 2007, the establishment date of the reserve.

Revenue Expenditure

This is expenditure mainly on recurring items and consists principally of salaries and wages, capital charges and general running expenses.

Revenue Expenditure Funded from Capital under Statute (REFCuS)

Expenditure that is classified as capital for funding purposes which does not result in the expenditure being carried on the Balance Sheet as a non-current asset. Examples include improvement grants and capital grants to third parties.

Revenue Support Grant

A general grant paid by Central Government to local authorities in aid of revenues generally and not for specific services. It is paid to the General Fund.

Section 151 Officer

The officer with specific legal responsibility for the financial matters of a local authority.

Value Added Tax (VAT)

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

Self-Financing for the HRA

The self-financing HRA commenced on 1 April 2012 and is based on authorities “buying” themselves out of a negative housing subsidy position. This involves the Council no longer paying into housing subsidy and in return the Council's debt is adjusted upwards to an appropriate level. It is a once and for all settlement between central and local Government, after which all responsibility for maintaining social housing will rest with the Council.

Statement of Standard Accounting Practice (SSAP)

Accounting practice recommended by the former Accounting Standards Committee of the joint accountancy bodies for adoption in the preparation of accounts to ensure a true and fair view. These have now been adopted by the Accounting Standards Board and many superseded by Financial Reporting Standards.

The Code

The Code incorporates guidance in line with IFRS, IPSAS and UK GAAP Accounting Standards. It sets out the proper accounting practice to be adopted for the Statement of Accounts to ensure they ‘presents a true and fair view’ of the financial position of the Council. The Code has statutory status via the provision of the Local Government Act 2003.

Trading Accounts

Trading accounts exist where the service manager is required to operate in a commercial environment and balance their budget by generating income from other parts of the authority or other organisations.

Usable Capital Receipts

Capital receipts that remain available to meet the cost of future capital expenditure.

UK GAAP

The accounting treatments that companies in the UK would generally be expected to apply in the preparation of their financial statements.

Valuation Loss

Impairment of an asset due to a general fall in prices, supported by a valuer's certificate. Valuation losses are charged initially to any balance in the Revaluation Reserve, and subsequently to the Comprehensive Income and Expenditure Account. Impairment charges do not, however, fall on the taxpayer, and the impact is reversed in the Movement in Reserves Statement.



Abbreviations used in the Accounts

CIPFA Chartered Institute of Public Finance and Accountancy

GAAP Generally Accepted Accounting Principles

HRA Housing Revenue Account

IFRS International Financial Reporting Standards

MRP Minimum Revenue Provision

NDR Non-Domestic Rates

SSAP Statement of Standard Accounting Practice

