

NOTICE OF MEETING

Meeting:	AUDIT COMMITTEE
Date and Time:	FRIDAY, 24 MARCH 2023, AT 9.30 AM*
Place:	BRADBURY ROOM - APPLETREE COURT, BEAULIEU ROAD, LYN DHURST, SO43 7PA
Enquiries to:	E-mail: andy.rogers@nfdc.gov.uk Tel: 023 8028 5070

PUBLIC PARTICIPATION:

Members of the public may watch this meeting live on the [Council's website](#).

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Audit Committee's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Tuesday, 21 March 2023.

Kate Ryan
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This agenda can be viewed online (<https://democracy.newforest.gov.uk>).

It can also be made available on audio tape, in Braille and large print.

AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meeting held on 27 January 2023 as a correct record.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

4. EXTERNAL AUDIT RESULTS REPORT FOR THE YEAR ENDED 31 MARCH 2022 (Pages 3 - 50)

To consider the External Audit Results Report for the year ended 31 March 2022.

5. FINAL ANNUAL GOVERNANCE STATEMENT 21/22 (Pages 51 - 60)

To consider the Final Annual Governance Statement for 2021/22.

6. FINAL ANNUAL FINANCIAL REPORT 21/22 (Pages 61 - 180)

To consider the Final Annual Financial Report for 2021/22.

7. INTERNAL AUDIT PROGRESS REPORT 22/23 (Pages 181 - 192)

To receive the Internal Audit Progress Report for 2022/23.

8. INTERNAL AUDIT CHARTER 23/24 (Pages 193 - 204)

To consider the Internal Audit Charter for 2023/24.

9. INTERNAL AUDIT PLAN 23/24 (Pages 205 - 218)

To consider the Internal Audit Plan for 2023/24.

10. CIPFA FINANCIAL MANAGEMENT CODE - UPDATE (Pages 219 - 226)

To note progress against the actions included in the July 2022 CIPFA Financial Management Code compliance assessment.

11. PAYMENT CARD INDUSTRY DATA SECURITY STANDARDS (PCI DSS - UPDATE) (Pages 227 - 230)

To receive an update on compliance with Payment Card Industry Data Security Standards.

12. AUDIT COMMITTEE WORK PLAN (Pages 231 - 232)

To consider the Audit Committee's Work Plan.

13. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

To:	Councillors	Councillors
	Alan Alvey (Chairman)	Martyn Levitt
	Emma Lane (Vice-Chairman)	Alan O'Sullivan
	Hilary Brand	Ann Sevier
	Jack Davies	John Ward

**New Forest
District Council
Audit results report**

Year ended 31 March 2022

March 2023

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EY

Building a better
working world

Agenda Item 4



Members of the Audit Committee

New Forest District Council
Appletree Court
Beaulieu Road
Lyndhurst
SO43 7PA

13 March 2023

Dear Audit Committee Members

2021/22 Audit Results Report

We are pleased to attach our audit results report, summarising the status of our audit for the forthcoming meeting of the Audit Committee.

The audit is designed to express an opinion on the 2022 financial statements and address current statutory and regulatory requirements. This report contains our findings related to the areas of audit emphasis, our views on New Forest District Council's accounting policies and judgements and material internal control findings. Each year sees further enhancements to the level of audit challenge and the quality of evidence required to achieve the robust professional scepticism that society expects. We thank the management team for supporting this process.

This report is intended solely for the information and use of the Audit Committee, other members of the Council and senior management. It is not intended to be and should not be used by anyone other than these specified parties.

We welcome the opportunity to discuss the contents of this report with you at the Audit Committee meeting on 24 March 2023.

Yours faithfully

A black rectangular box redacting the signature of Kevin Suter.

Kevin Suter

Partner

For and on behalf of Ernst & Young LLP

Encl

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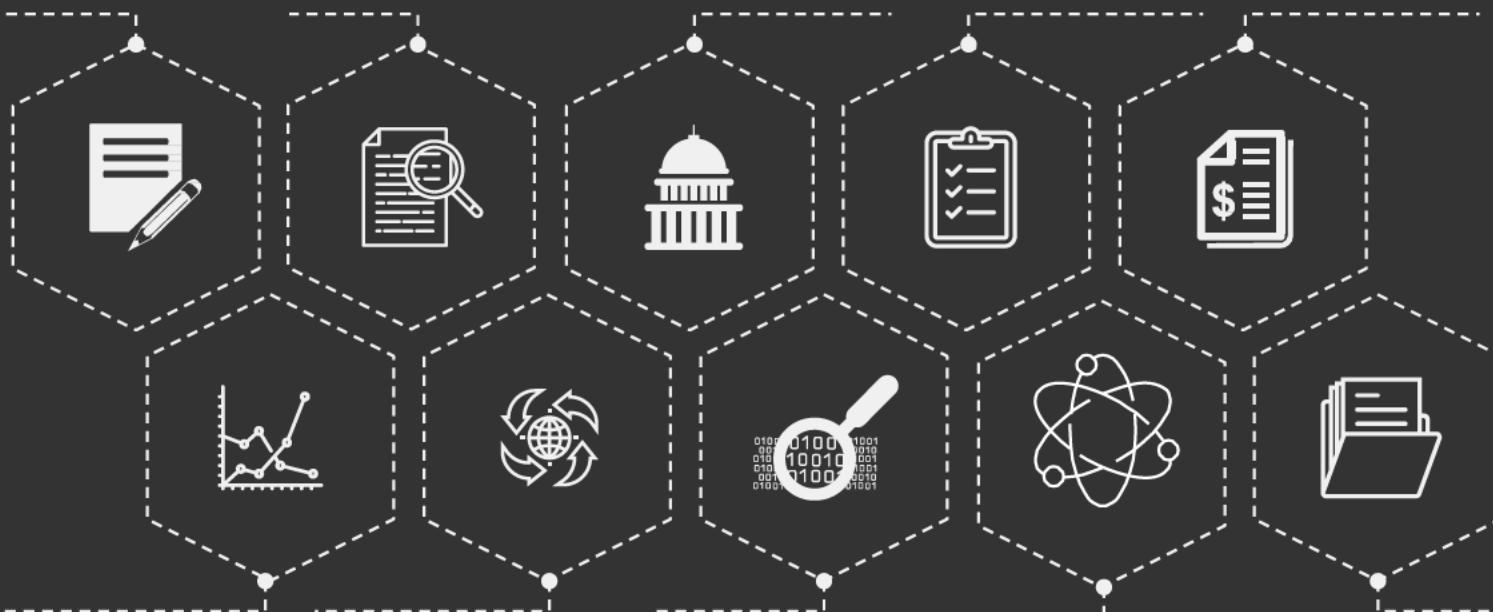
01 Executive Summary

02 Areas of Audit Focus

03 Audit Report

04 Audit Differences

05 Value for Money



06 Other Reporting Issues

07 Assessment of Control Environment

08 Data Analytics

09 Independence

10 Appendices

Public Sector Audit Appointments Ltd (PSAA) issued the "Statement of responsibilities of auditors and audited bodies". It is available from the PSAA website (<https://www.psa.co.uk/audit-quality/statement-of-responsibilities/>). The Statement of responsibilities serves as the formal terms of engagement between appointed auditors and audited bodies. It summarises where the different responsibilities of auditors and audited bodies begin and end, and what is to be expected of the audited body in certain areas.

The "Terms of Appointment and further guidance (updated July 2021)" issued by the PSAA (<https://www.psa.co.uk/managing-audit-quality/terms-of-appointment/terms-of-appointment-and-further-guidance-1-july-2021/>) sets out additional requirements that auditors must comply with, over and above those set out in the National Audit Office Code of Audit Practice (the Code) and in legislation, and covers matters of practice and procedure which are of a recurring nature.

This report is made solely to the Audit Committee members and management of New Forest District Council in accordance with the statement of responsibilities. Our work has been undertaken so that we might state to the Audit Committee, and management of New Forest District Council those matters we are required to state to them in this report and for no other purpose. To the fullest extent permitted by law we do not accept or assume responsibility to anyone other than the Audit Committee members and management of New Forest District Council for this report or for the opinions we have formed. It should not be provided to any third-party without our prior written consent.



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01 Executive Summary



Executive Summary

Scope update

In our audit planning report presented at the 29 July 2022 Audit Committee meeting, we provided you with an overview of our audit scope and approach for the audit of the financial statements. We carried out our audit in accordance with this plan, with the following amendments:

► Changes in materiality

We updated our planning materiality assessment using the draft financial statements. We also reconsidered our risk assessment and confirmed the basis for materiality continues to be appropriate.

	Planning Materiality	Performance Materiality	Audit Differences
Planning	£2.429 million	£1.822m	£0.121m
Final	£2.422 million	£1.816m	£0.121m

► Portfolio heading changes

We noted in 2021/22 the Council have updated the Cost of Services headings within the Statement of Comprehensive Income and Expenditure in order to be in line with the new service line structure which was updated in 2021/22. In order to allow the user of the financial statements to compare one year to the next, the prior year figures have been restated in the CIES and EFA to reflect these updated service lines. We have reviewed the changes and performed testing on the remapping of the prior year figures to confirm the restatement has been completed correctly.

► Reduction in Risk profile - EUV PPE Assets

Based on the level of assets revalued at EUV and the reduced market uncertainty in relation to these assets, we have reduced the risk of material misstatement for this account from a significant risk to a high inherent risk. We have continued to engage with our valuation specialist, EY Real Estates to test a sample of EUV assets to confirm the approach and valuation is within a reasonable range.



Executive Summary

Status of the audit

We have substantially completed the fieldwork for our audit of New Forest District Council's financial statements for the year ended 31/3/2022 and have performed the procedures outlined in our Audit Planning Report. Subject to satisfactory completion of the following outstanding items we expect to issue an unqualified opinion on the Council's financial statements in the form which appears at Section 3:

- Completion and review of PPE & IP valuation testing, including receipt of EY Real Estates final report
- Receipt of audited subsidiary accounts
- Group Cash flow forecast extending 12 months from the date of signing the opinion
- Final manager and partner review of completed audit work
- Receipt of the Letter of Representation
- Receipt of the final, approved, accounts.
- Completion of audit procedures to assess potential events after the balance sheet date, up to the date of signing the audit report.

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Auditor responsibilities under the Code of Audit Practice 2020

Under the Code of Audit Practice 2020 we are required to consider whether the Council has put in place 'proper arrangements' to secure economy, efficiency and effectiveness on its use of resources. The 2020 Code requires the auditor to design their work to provide them with sufficient assurance to enable them to report to the Council a commentary against specified reporting criteria (see below) on the arrangements the Council has in place to secure value for money through economic, efficient and effective use of its resources for the relevant period.

The specified reporting criteria are:

- Financial sustainability
How the Council plans and manages its resources to ensure it can continue to deliver its services;
- Governance
How the Council ensures that it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness:
How the Council uses information about its costs and performance to improve the way it manages and delivers its services.



Executive Summary

Status of the audit - Value for Money

Our work on the Value for Money commentary to be included in the Auditors Annual Report has been significantly completed. We can confirm at this stage we have not identified any risk of significant weakness against the three reporting criteria we are required to consider under the NAO's 2020 Code.

Recognising the pressures in the local audit system, the NAO's guidance for 2021/22 allows the Auditors Annual Report to be issued 3 months after giving the opinion on the financial statements.

Audit differences

Details on audit differences can be found in Section 4 Audit Differences.

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Other reporting issues

We have reviewed the information presented in the Annual Governance Statement for consistency with our knowledge of the Council. We have no matters to report as a result of this work.

We do not expect to issue the audit certificate at the same time as the audit opinion. We have not yet been able to perform the procedures required by the National Audit Office (NAO) on the Whole of Government Accounts submission for 2021/22. However, we do not expect any issues in performing this work as the Council falls below the threshold set within the guidance from HM Treasury and the group audit instructions for 2021/22 on which our work is based. The audit certificate will be issued once this work is complete.

We have no other matters to report.



Executive Summary

Areas of audit focus

In our Audit Plan we identified a number of key areas of focus for our audit of the financial report of New Forest District Council. This report sets out our observations and status in relation to these areas, including our views on areas which might be conservative and areas where there is potential risk and exposure. Our consideration of these matters and others identified during the period is summarised within the "Areas of Audit Focus" section of this report.

Fraud Risk: Risk of fraud in revenue and expenditure recognition - inappropriate capitalisation of revenue expenditure

- Work in this area is complete - no matters to report.

Significant risk: Valuation of Fair Value Land and Buildings Inc. Investment Properties

- Local team sampling - Work in this area is substantially complete subject to final review - currently no matters to report.
- EY Real Estates Sample - Work in this area is ongoing.

Other Area of Audit Focus: Valuation of Land and Buildings (EUV)

- Local team sampling - Work in this area is substantially complete subject to final review - currently no matters to report.
- EY Real Estates Sample - Work in this area is ongoing.

Other Area of Audit Focus: Valuation of Land and Buildings (DRC)

- Local team sampling - Work in this area is substantially complete subject to final review - currently no matters to report.
- EY Real Estates Sample - Work in this area is ongoing.

Other Area of Audit Focus: Valuation of Council Dwellings

- Work in this area is substantially complete subject to final review - currently no matters to report.

Other Area of Audit Focus: Pension Liability Valuation

- Work in this area is substantially complete subject to final review - currently no matters to report.

We request that you review these and other matters set out in this report to ensure:

- ▶ There are no residual further considerations or matters that could impact these issues
- ▶ You concur with the resolution of the issue
- ▶ There are no further significant issues you are aware of to be considered before the financial report is finalised

There are no matters, other than those reported by management or disclosed in this report, which we believe should be brought to the attention of the Council or Management.



Executive Summary

Control observations

We have adopted a fully substantive approach, so have not tested the operation of controls.

As part of our work, we obtained an understanding of internal control sufficient to plan our audit and determine the nature, timing and extent of testing performed. Although our audit was not designed to express an opinion on the effectiveness of internal control, we are required to communicate to you significant deficiencies in internal control identified during our audit.

There are no matters we wish to report.

Independence

Please refer to Section 9 for our update on Independence.

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02 Areas of Audit Focus



Areas of Audit Focus

Significant risk

Misstatements due to fraud or error

What is the risk?

The financial statements as a whole are not free of material misstatements whether caused by fraud or error.

As identified in ISA (UK) 240, management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records directly or indirectly and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.

We identify and respond to this fraud risk on every audit engagement.



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What judgements are we focused on?

Our assessment of risk led us to create a series of criteria for the testing of journals, focusing specifically on areas that could be open to management manipulation. We have also focused specifically on capitalisation of assets as a potential area of manipulation, which is recorded as a separately identified Significant risk - Inappropriate capitalisation of revenue expenditure

What did we do?

We carried out the following procedures:

- ▶ Identified fraud risks during the planning stages.
- ▶ Inquired of management about risks of fraud and the controls put in place to address those risks
- ▶ Understood the oversight given by those charged with governance of management's processes over fraud.
- ▶ Considered the effectiveness of management's controls designed to address the risk of fraud.
- ▶ Tested the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements
- ▶ Assessed accounting estimates for evidence of management bias, and
- ▶ Evaluated the business rationale for significant unusual transactions.

What are our conclusions?

Our audit work to date has not identified any material issues, inappropriate judgements or unusual transactions which indicated that there had been any misreporting of the Council's financial position, or that management had overridden controls.



Areas of Audit Focus

Significant risk

Risk of fraud in revenue recognition - inappropriate capitalisation of revenue expenditure

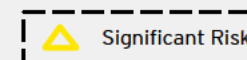
What is the risk?

Under ISA 240 there is a presumed risk that revenue may be misstated due to improper revenue recognition. In the public sector, this requirement is modified by Practice Note 10 issued by the Financial Reporting Council, which states that auditors should also consider the risk that material misstatements may occur by the manipulation of expenditure recognition.

From our risk assessment, we have assessed that the risk manifests itself through the potential to inappropriately capitalise revenue expenditure to improve the financial position of the general fund.

Capitalized revenue expenditure can be funded through borrowing with only minimal MRP charges recorded in the general fund, deferring the expenditure for 30+ years when the borrowing is repaid. Alternately, other sources such as capital receipts or grants could be inappropriately used to finance the expenditure.

Inappropriate classification of revenue expenditure as REFCUS (revenue expenditure funded by capital under statute) could also have the same impact, incorrectly removing the spend from the general fund through applying statutory overrides.



What did we do?

Our approach focused on the following:

- ▶ We selected a sample of PPE additions to test and confirm the item was appropriate to capitalise as per IAS 16 through agreement to evidence such as invoices and capital expenditure authorisations.

What are our conclusions?

We have not identified any material weaknesses in controls or evidence of material management override.

We tested a sample of PPE additions and confirmed they met the capitalisation requirements under IAS16

We have not identified any instances of inappropriate judgements being applied.

We did not identify any other transactions through our test of journals or our other audit procedures, impacting these balances.



Areas of Audit Focus

Significant risk

Valuation of Land and Buildings (FV) and Investment Properties

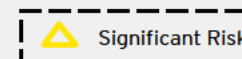
What is the risk?

Property, Plant and Equipment land and buildings (L&B) measured at Fair Value and Investment Properties (IP) represent significant balances in the Council's accounts and are subject to valuation changes, impairment reviews and depreciation charges.

Material judgemental inputs and estimation techniques are required to calculate the year-end L&B and IP balances held in the balance sheet.

As the Council's asset base is significant, and the outputs from the valuers are subject to estimation, there is a higher risk that L&B and IP may be under/overstated or the associated accounting entries incorrectly posted. We are required to undertake procedures on the use of experts and assumptions underlying fair value estimates.

The risk is heightened for assets that may have been impacted by the Covid-19 pandemic, such as traditional retail assets, commercial property or other sectors impacted by the lockdown restrictions and their impact on the economy.



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What judgements did we focus on?

We focused on the following:

- ▶ The reasonableness of the underlying assumptions used by the Council's internal valuations expert, including key assumptions of:
 - ▶ Yields
 - ▶ Future forecast income
 - ▶ Asset condition
- ▶ Ensuring the information supplied to the valuer in relation to New Forest District Council was complete and accurate
- ▶ Ensuring the accounting entries and disclosures made in the financial statements were consistent with the report from the Internal Valuer.



Areas of Audit Focus

Significant risk

What did we do?

We have:

- ▶ Considered the work performed by the Council's valuer, this included a review of the adequacy of the scope of the work performed, their professional capabilities and the results of their work;
- ▶ Considered the annual cycle of valuations to ensure that assets have been valued within a 5 year rolling programme as required by the Code for PPE;
- ▶ Considered any specific changes to assets that should have been communicated to the valuer;
- ▶ Sample tested key asset information used by the valuer in performing their valuation (e.g. floor plans to support valuations based on price per square metre);
- ▶ Tested a sample of assets revalued in year to:
 - ▶ Challenge the assumptions used by the Council's valuers by reference to external evidence and our EY valuation specialists (where necessary);
 - ▶ Test journals for the valuation adjustments to confirm that they have been accurately processed in the financial statements;
- ▶ Instructed our own Property valuation team (EY Real Estates) to review a sample of FV valuations performed by the Council's Valuer;
- ▶ Reviewed assets not subject to valuation in 2021/22 to confirm that the remaining asset base is not materially misstated;
- ▶ Considered changes to useful economic lives as a result of the most recent valuation; and
- ▶ Tested accounting entries have been correctly processed in the financial statements

What are our conclusions?

Our local team testing in this area is substantially complete. The testing by our internal specialist, EY Real Estates, remains ongoing. However, at this stage we have identified no errors to report.

The cycle of valuations was appropriate and we did not identify any material misstatements for assets not revalued.

We consider the useful economic lives of the assets to be reasonable and all accounting entries have been correctly processed in the financial statements.



Areas of Audit Focus

Other areas of audit focus

Valuation of Land and Buildings (EUV)

What is the risk?

Property, Plant and Equipment land and buildings (L&B) measured at Existing Use Value (EUV) represent significant balances in the Council's accounts and are subject to valuation changes, impairment reviews and depreciation charges.

Material judgemental inputs and estimation techniques are required to calculate the year-end EUV balances held in the balance sheet.

As the Council's asset base is significant, and the outputs from the valuers are subject to estimation, there is a higher inherent risk that EUV assets may be under/overstated or the associated accounting entries incorrectly posted.

What judgements are we focused on?

- ▶ We have focused on the same judgements as recorded for the FV testing noted above, as the methodology uses the same assumptions (except FV looks at highest and best use).

What did we do?

We have:

- ▶ Considered the work performed by the Council's valuer, this included a review of the adequacy of the scope of the work performed, their professional capabilities and the results of their work;
- ▶ Consider the annual cycle of valuations to ensure that assets have been valued within a 5 year rolling programme as required by the Code for PPE;
- ▶ Considered any specific changes to assets that should have been communicated to the valuer;
- ▶ Sample tested key asset information used by the valuer in performing their valuation
- ▶ Reviewed assets not subject to valuation in 2021/22 to confirm that the remaining asset base is not materially misstated;
- ▶ Considered changes to useful economic lives as a result of the most recent valuation; and
- ▶ Tested accounting entries have been correctly processed in the financial statements

What are our conclusions?

Our local team testing in this area is substantially complete. The testing by our internal specialist, EY Real Estates, remains ongoing. However, at this stage we have identified no errors to report.

The cycle of valuations was appropriate and we did not identify any material misstatements for assets not revalued.

We consider the useful economic lives of the assets to be reasonable and all accounting entries have been correctly processed in the financial statements.



Areas of Audit Focus

Other areas of audit focus

Valuation of Land and Buildings (DRC)

What is the risk?

Land and Buildings valued at Depreciated Replacement Cost (DRC) represent significant balances in the Council's accounts and are subject to valuation changes, impairment reviews and depreciation charges. Management is required to make material judgemental inputs and apply estimation techniques to calculate the year-end balances recorded in the balance sheet.

What judgements are we focused on?

We focused on the following:

- ▶ The reasonableness of the underlying assumptions used by the Council's internal valuations expert, including key assumptions of:
 - ▶ Build cost and location factor
 - ▶ Professional fees and external works
 - ▶ Asset condition

What did we do?

- ▶ Considered the work performed by the Council's valuer, including the adequacy of the scope of the work performed, their professional capabilities and the results of their work;
- ▶ Sample tested key asset information used by the valuers in performing their valuation (e.g. floor plans to support valuations based on price per square metre);
- ▶ Consider the annual cycle of valuations to ensure that assets have been valued within a 5 year rolling programme as required by the Code for PPE.
- ▶ Reviewed assets not subject to valuation in 2020/21 to confirm that the remaining asset base is not materially misstated;
- ▶ Considered changes to useful economic lives as a result of the most recent valuation; and
- ▶ Tested accounting entries have been correctly processed in the financial statements,

What are our conclusions?

Subject to final review, our testing has identified no material misstatements.

Assets have been revalued within a 5 year cycle, and assets not revalued in year are considered to be materially correct.

We have not identified any instances of inappropriate judgements being applied.



Areas of Audit Focus

Other areas of audit focus

Valuation of Council Dwellings

What is the risk?

As with Land and Buildings, the value of Council Dwellings in the Council's accounts are subject to valuation changes and impairment reviews. Management is required to make material judgemental inputs and apply estimation techniques to calculate the year-end balances recorded in the balance sheet.

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What judgements are we focused on?

We focused on the following:

Property value based on external market data for equivalent properties in the local area.

This is based on the comparable range of property sales of similar characteristics and adjusted for location. For instance the characteristics of the property depending on the geographical, number of bedrooms and type.

What did we do?

- ▶ Evaluated the application of the Beacon Methodology;
- ▶ Tested a sample of Council Dwellings valuations against equivalent property market sales
- ▶ Tested accounting entries have been correctly processed in the financial statements.

What are our conclusions?

Subject to final review, our testing has identified no material misstatements.

The Beacon Methodology has been correctly applied and properties have been assessed to be appropriately classified within each beacon.

Council dwelling valuations are in line with current market data.

We have not identified any instances of inappropriate judgements being applied.



Areas of Audit Focus

Other areas of audit focus

Pension Liability Valuation

What is the risk?

The Code of Practice on Local Authority Accounting and IAS19 require the Authority to make extensive disclosures within its financial statements regarding the Local Government Pension Scheme (LGPS) in which it is a scheduled body.

The Council's current pension fund deficit is a material and sensitive item and the Code requires that this liability be disclosed on the Council's balance sheet. The information disclosed is based on the IAS 19 report issued to the Council by the actuary to the administering body. Accounting for this scheme involves significant estimation and judgement. ISAs (UK and Ireland) 500 and 540 require us to undertake procedures on the use of management experts and the assumptions underlying fair value estimates.

What judgements are we focused on?

We focused on the following:

- ▶ The reasonableness of the underlying assumptions used by the Council's expert - Aon Hewitt.
- ▶ Ensuring the information supplied to the actuary in relation to New Forest District Council was complete and accurate
- ▶ Ensuring the accounting entries and disclosures made in the financial statements were consistent with the report from Aon Hewitt.

What did we do?

- ▶ Liaised with the auditors of the administering authority (Hampshire County Council), to obtain assurances over the information supplied to the actuary in relation to New Forest DC.
- ▶ Assessed the work of the Pension Fund actuary including the assumptions they have used by relying on the work of PWC - Consulting Actuaries commissioned by National Audit Office for all Local Government sector auditors, and considering any relevant reviews by the EY actuarial team.
- ▶ Reviewed and tested the accounting entries and disclosures made within the Council's financial statements in relation to IAS19.
- ▶ In accordance with the ISA540 (revised) standard, we tested the actuarial model to confirm it is appropriately designed, consistently applied and mathematically accurate. We involved our EY Pensions specialists to perform this work.

What are our conclusions?

To date our testing has identified no material misstatements.

The values and entries from the actuarial report were correctly reflected in the Council's financial statements.

We have assessed the work of the Pension Fund Actuary, relying on the work of PWC and the EY Actuarial team which confirmed there were no findings in respect to the actuarial assumptions.

We have received the assurances from the work of the pension fund auditor for the information submitted to the actuary, and there are no issues to raise.

The results of the EY pensions specialist has confirmed the actuarial estimate to be accurate within a reasonable range.



03 Audit Report



Audit Report

Draft audit report

Our opinion on the financial statements

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF NEW FOREST DISTRICT COUNCIL

Opinion

We have audited the financial statements of New Forest District Council (the Council) for the year ended 31 March 2022 under the Local Audit and Accountability Act 2014 (as amended). The financial statements comprise the:

- Authority and Group Movement in Reserves Statement,
- Authority and Group Comprehensive Income and Expenditure Statement,
- Authority and Group Balance Sheet,
- Authority and Group Cash Flow Statement,
- the related notes 1 to 56, and the Expenditure and Funding Analysis,
- Housing Revenue Accounts Income and Expenditure Statement and the related notes 1 to 7, and
- Collection Fund and the related notes 1 to 7

The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 as amended by the Update to the Code and Specifications for Future Codes for Infrastructure Assets (November 2022).

In our opinion the financial statements:

- ▶ give a true and fair view of the financial position of New Forest District Council as at 31 March 2022 and of its expenditure and income for the year then ended; and
- ▶ have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 as amended by the Update to the Code and Specifications for Future Codes for Infrastructure Assets (November 2022).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report below. We are independent of

the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and the Comptroller and Auditor General's (C&AG) AGN01, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Responsible Financial (s151) Officer's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Council's ability to continue as a going concern for a period of 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Responsible Financial (s151) Officer with respect to going concern are described in the relevant sections of this report. However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the Council's ability to continue as a going concern.

Other information

The other information comprises the information included in the Financial Report, other than the financial statements and our auditor's report thereon. The S151 Officer is responsible for the other information contained within the Financial Report

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in this report, we do not express any form of assurance conclusion thereon.



Audit Report

Draft audit report

Our opinion on the financial statements

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of the other information, we are required to report that fact.

We have nothing to report in this regard

Matters on which we report by exception

We report to you if:

- ▶ in our opinion the annual governance statement is misleading or inconsistent with other information forthcoming from the audit or our knowledge of the Council
- ▶ we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 (as amended)
- ▶ we make written recommendations to the audited body under Section 24 of the Local Audit and Accountability Act 2014 (as amended)
- ▶ we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 (as amended)
- ▶ we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 (as amended)
- ▶ we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014 (as amended)
- ▶ we are not satisfied that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2022.

We have nothing to report in these respects

Responsibility of the Responsible Financial (s151) Officer

As explained more fully in the Statement of Responsibilities set out on page 3, the Responsible Financial (s151) Officer is responsible for the preparation of the Annual Financial Report for the year 2021/22, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 as amended by the Update to the Code and Specifications for Future Codes for Infrastructure Assets (November 2022), and for being satisfied that they give a true and fair view and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Responsible Financial (s151) Officer is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council either intends to cease operations, or have no realistic alternative but to do so.

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



Audit Report

Draft audit report

Our opinion on the financial statements

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect irregularities, including fraud. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

We obtained an understanding of the legal and regulatory frameworks that are applicable to the Council and determined that the most significant are:

- Local Government Act 1972,
- Local Government and Housing Act 1989 (England and Wales),
- Local Government Finance Act 1988 (as amended by the Local Government Finance Act 1992),
- Local Government Act 2003,
- The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 as amended in 2018, 2020 and 2022,
- Planning Act 2008 and the Community Infrastructure Levy Regulations 2010 (SI 2010/948) ,
- The Local Audit and Accountability Act 2014 (as amended),
- The Accounts and Audit Regulations 2015,

In addition, the Council has to comply with laws and regulations in the areas of anti-bribery and corruption, data protection, employment Legislation, tax Legislation, general power of competence, procurement and health & safety.

We understood how New Forest District Council is complying with those frameworks by understanding the incentive, opportunities and motives for non-compliance, including inquiring of management, the head of internal

audit, those charged with governance and the monitoring officer and obtaining and reviewing documentation relating to the procedures in place to identify, evaluate and comply with laws and regulations, and whether they are aware of instances of non-compliance. We corroborated this through our review of the Council's committee minutes, and through the inspection of employee handbooks and other information. Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures had a focus on compliance with the accounting framework through obtaining sufficient audit evidence in line with the level of risk identified and with relevant legislation.

We assessed the susceptibility of the Council's financial statements to material misstatement, including how fraud might occur by understanding the potential incentives and pressures for management to manipulate the financial statements, and performed procedures to understand the areas in which this would most likely arise. Based on our risk assessment procedures, we identified, inappropriate capitalisation of revenue expenditure and management override of controls and to be our fraud risks.

To address our fraud risk of inappropriate capitalisation of revenue expenditure we tested the Council's capitalised expenditure to ensure the capitalisation criteria were properly met and the expenditure was genuine.

To address our fraud risk of management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any identified significant transactions that were unusual or outside the normal course of business. These procedures were designed to provide reasonable assurance that the financial statements were free from fraud or error.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.



Audit Report

Draft audit report

Our opinion on the financial statements

Scope of the review of arrangements for securing economy, efficiency and effectiveness in the use of resources

We have undertaken our review in accordance with the Code of Audit Practice 2020, having regard to the guidance on the specified reporting criterion issued by the Comptroller and Auditor General in December 2021, as to whether the Council had proper arrangements for financial sustainability, governance and improving economy, efficiency and effectiveness. The Comptroller and Auditor General determined these criterion as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Council put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2022.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether, in all significant respects, the Council had put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 (as amended) to satisfy ourselves that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

We are not required to consider, nor have we considered, whether all aspects of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

Delay in certification of completion of the audit

We cannot formally conclude the audit and issue an audit certificate until we have issued our Auditor's Annual Report for the year ended 31 March 2022. We have completed our work on the value for money arrangements and will report the outcome of our work in our commentary on those arrangements within the Auditor's Annual Report.

Until we have completed these procedures, we are unable to certify that we have completed the audit of the accounts in accordance with the requirements of the Local Audit and Accountability Act 2014 (as amended) and the Code of Audit Practice issued by the National Audit Office.

Use of our report

This report is made solely to the members of New Forest District Council, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 (as amended) and for no other purpose, as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Council and the Council's members as a body, for our audit work, for this report, or for the opinions we have formed.



04 Audit Differences





Audit Differences

In the normal course of any audit, we identify misstatements between amounts we believe should be recorded in the financial statements and the disclosures and amounts actually recorded. These differences are classified as “known” or “judgemental”. Known differences represent items that can be accurately quantified and relate to a definite set of facts or circumstances. Judgemental differences generally involve estimation and relate to facts or circumstances that are uncertain or open to interpretation.

Summary of adjusted and unadjusted differences

We highlight the following misstatements greater than £1.82m which have been corrected by management that were identified during the course of our audit:

- There are currently no items of this nature to report

We report to you any uncorrected misstatements greater than our nominal value of £121k.

- There are currently no items of this nature to report

A small number of immaterial adjustments in the disclosure notes and associated narrative were requested.

As part of CIPFA’s ‘cutting the clutter’ thematic we identified 16 disclosure notes that could be removed, either through merging with other notes or removing entirely due to being immaterial or detailed elsewhere in the financial statements. We have shared this detail with the Council for their consideration.



05 Value for Money



Value for money

The Council's responsibilities for value for money (VFM)

The Council is required to maintain an effective system of internal control that supports the achievement of its policies, aims and objectives while safeguarding and securing value for money from the public funds and other resources at its disposal.

As part of the material published with its financial statements, the Council is required to bring together commentary on its governance framework and how this has operated during the period in a governance statement. In preparing its governance statement, the Council tailors the content to reflect its own individual circumstances, consistent with the requirements set out in the Cipfa code of practice on local authority accounting. This includes a requirement to provide commentary on its arrangements for securing value for money from their use of resources.

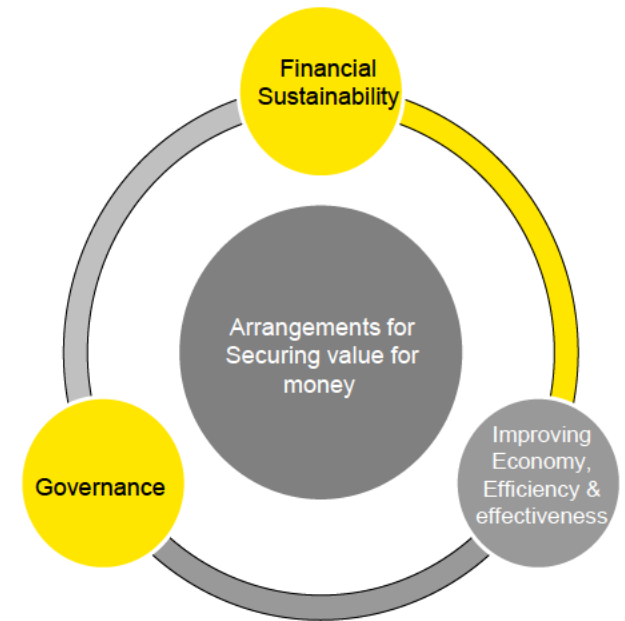
Risk assessment and Status of our VFM work

We have previously reported to the Council that our assessment of the risk of significant weaknesses in the Council's VFM arrangements remained ongoing, but at this stage we have not identified any risks.

We have substantially completed our procedures and have not identified any risks of significant weaknesses in the Council's arrangements.

We plan to issue the VFM commentary within 3 months of the date of signing the opinion as part of issuing the Auditor's Annual Report.

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06 Other reporting issues

Other reporting issues

Consistency of other information published with the financial statements, including the Annual Governance Statement

We must give an opinion on the consistency of the financial and non-financial information in the Financial Report 2021/22 with the audited financial statements

We must also review the Annual Governance Statement for completeness of disclosures, consistency with other information from our work, and whether it complies with relevant guidance.

Financial information in the Narrative Statement and published with the financial statements was consistent with the audited financial statements

We have reviewed the Annual Governance Statement and can confirm it is consistent with other information from our audit of the financial statements and we have no other matters to report.

Whole of Government Accounts

Alongside our work on the financial statements, we also review and report to the National Audit Office on your Whole of Government Accounts return. The extent of our review, and the nature of our report, is specified by the National Audit Office. We have not yet been able to perform the procedures required by the National Audit Office (NAO) on the Whole of Government Accounts submission for 2021/22. However, we do not expect any issues in performing this work as the Council falls below the threshold set within the guidance from HM Treasury and the group audit instructions for 2021/22 on which our work is based. The audit certificate will be issued once this work is complete.

Other powers and duties

We have a duty under the Local Audit and Accountability Act 2014 to consider whether to report on any matter that comes to our attention in the course of the audit, either for the Council to consider it or to bring it to the attention of the public (i.e. "a report in the public interest"). We did not identify any issues which required us to issue a report in the public interest.

We also have a duty to make written recommendations to the Council, copied to the Secretary of State, and take action in accordance with our responsibilities under the Local Audit and Accountability Act 2014. We did not identify any issues.

Other matters

As required by ISA (UK&I) 260 and other ISAs specifying communication requirements, we must tell you significant findings from the audit and other matters if they are significant to your oversight of the New Forest District Council's financial reporting process. We have no other matters to report.



07

Assessment of Control Environment



Assessment of Control Environment

Financial controls

It is the responsibility of the New Forest District Council to develop and implement systems of internal financial control and to put in place proper arrangements to monitor their adequacy and effectiveness in practice. Our responsibility as your auditor is to consider whether the New Forest District Council has put adequate arrangements in place to satisfy itself that the systems of internal financial control are both adequate and effective in practice.

As part of our audit of the financial statements, we obtained an understanding of internal control sufficient to plan our audit and determine the nature, timing and extent of testing performed. As we have adopted a fully substantive approach, we have therefore not tested the operation of controls.

Although our audit was not designed to express an opinion on the effectiveness of internal control we are required to communicate to you significant deficiencies in internal control.

We have not identified any significant deficiencies in the design or operation of an internal control that might result in a material misstatement in your financial statements of which you are not aware.

We considered whether circumstances arising from COVID-19 resulted in a change to the overall control environment of effectiveness of internal controls, for example due to significant staff absence or limitations as a result of working remotely. We identified no issues which we wish to bring to your attention



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08

Data Analytics



Data analytics – Journal Entries

Analytics Driven Audit

Data Analytics

We used our data analysers to enable us to capture entire populations of your financial data in a “Data First” approach. These analysers:

- ▶ Help identify specific exceptions and anomalies which can then be the focus of our substantive audit tests; and
- ▶ Give greater likelihood of identifying errors than traditional, random sampling techniques.

In 2021/22, our use of these analysers in the Council’s audit included gaining a deeper understanding of the data sources which are used in each Significant Class of Transactions and therefore allowing us to tailor our testing accordingly dependant on the nature of the source entries. We tested specific journal entries which we deem to have the highest inherent risk to the audit, including unusual transactions not consistent with the rest of the population.

We capture the data through our formal data requests and the data transfer takes place on a secured EY website. These are in line with our EY data protection policies which are designed to protect the confidentiality, integrity and availability of business and personal information.

Journal Entry Analysis

We obtain downloads of all of the Council’s financial ledger transactions posted in the year. We perform completeness analysis over the data, reconciling the sum of transactions to the movement in the trial balances and financial statements to ensure we have captured all data. Our analysers then review and sort transactions, allowing us to more effectively identify and test journals that we consider to be higher risk, as identified in our audit planning report.



Data analytics – Journal Entries

Analytics Driven Audit

Data Analytics

Journal Entry Analysis (Continued)

As part of our “Data First” approach, it was noted New Forest District Council initiate the majority of journal entry postings to budgetary codes. These postings are then recharged out across different business units, before then being charged to codes which are used to create the financial statements. Those budgetary codes are cleared out to nil as part of the creation of the financial statements.

While this method has been undertaken for several years at the Council, and is not suggestive of being an incorrect approach, the multiple postings can lead to difficulties in identifying a clear audit trail when testing a sample of financial statements Income and Expenditure transactions. It also can create difficulties in attempting to reconcile financial statements related general ledger codes to subledgers including Payroll and Accounts Receivable, which is a key procedure performed to confirm the completeness of listings.

In future years, we request that the Council perform these reconciliations between the financial statements GL codes to subledgers (rather than to budgetary codes) in advance of the audit to help provide those early assurances that the data is correct and complete.

We would also request the Council to consider if there current method is the most efficient approach of Journal Entry posting. Currently there are over £300million of Income and Expenditure entries that are netted out to nil as part of the creation of the financial statements, a significant volume.

There are 4,111 manual journals smaller than £500 posted across the period. This is estimated to take around 685 hours to post to your accounts at 10 minutes per journal. Can these postings be grouped together, automated or eliminated?



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Independence

Independence

The FRC Ethical Standard requires that we provide details of all relationships between Ernst & Young (EY) and the Council, and its members and senior management and its affiliates, including all services provided by us and our network to the Council, its members and senior management and its affiliates, and other services provided to other known connected parties that we consider may reasonably be thought to bear on the our integrity or objectivity, including those that could compromise independence and the related safeguards that are in place and why they address the threats.

There are no relationships from 1 April 2021 to the date of this report, which we consider may reasonably be thought to bear on our independence and objectivity.

Services provided by Ernst & Young

The next page includes a summary of the fees that you have paid to us in the year ended 31 March 2022 in line with the disclosures set out in FRC Ethical Standard and in statute. Full details of the services that we have provided are shown below.

As at the date of this report, no written proposal to provide non-audit services has been submitted.

We confirm that for 2021/22 we have not undertaken non-audit work.

Confirmation and analysis of Audit fees

We confirm there are no changes in our assessment of independence since our confirmation in our audit planning board report.

We complied with the APB Ethical Standards. In our professional judgement the firm is independent and the objectivity of the audit engagement partner and audit staff has not been compromised within the meaning of regulatory and professional requirements.

We consider that our independence in this context is a matter that should be reviewed by both you and ourselves. It is therefore important that you and your Audit Committee consider the facts of which you are aware and come to a view. If you wish to discuss any matters concerning our independence, we will be pleased to do so at the forthcoming meeting of the Council.

39 Our fees continue to include the scale fee rebasing figure submitted in the prior year to properly account for the increased audit and quality requirements as well as increased regulatory challenge on the depth and quality of assurance provided by audit suppliers. This submission is still with the PSAA for their consideration.

As part of our reporting on our independence, to the right we set out a summary of the fees you have paid us in the year ended 31 March 2022.

We confirm that we have not undertaken non-audit work.

Description	Final Fee 2021/22 £	Planned Fee 2021/22 £	Final Fee 2020/21 £
Scale Fee	42,721	42,721	42,721
Scale Fee Rebasing (1)	24,429	24,429	23,199
Revised Proposed Scale Fee	67,150	67,150	65,920
Scale Fee Variation (2)	TBC	TBC	11,394
Total Audit Fee	TBC	TBC	77,314

(1) As detailed in our 2020/21 Auditor's Annual Report we have submitted a proposed rebasing of the scale fee. PSAA have approved the 20/21 Scale Fee Variation (including rebasing element) as shown. We continue to record the same rebasing figure for 21/22 as we submitted for 20/21.

(2) For 2021/22, the scale fee will be impacted by a range of factors which has resulted in additional work at this time we are unable to fully quantify as the work is ongoing. However, the issues we have identified which will impact on the fee include:

- The need to engage EY Real Estate to review a small number of PPE/IP assets.
- The need to engage EY Pensions to review assumptions used in the Pensions IAS19 liability. Estimated value £1,000.
- Work to review the portfolio heading changes prior year restatements. Estimated value £1,000
- Additional work undertaken on aspects of housing benefit income and expenditure which would previously have been performed as part of HB certification and additional work performed in relation to Pension Fund IAS 19 data submission procedures undertaken for admitted bodies. Value £1,182

Other communications

EY Transparency Report 2022

Ernst & Young (EY) has policies and procedures that instil professional values as part of firm culture and ensure that the highest standards of objectivity, independence and integrity are maintained.

Details of the key policies and processes in place within EY for maintaining objectivity and independence can be found in our annual Transparency Report which the firm is required to publish by law. The most recent version of this Report is for the year end 30 June 2022:

[EY UK Transparency Report | EY UK](#)







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10 Appendices

Appendix A

Required communications with the Audit Committee

There are certain communications that we must provide to the those charged with governance of UK entities. We have detailed these here together with a reference of when and where they were covered:

			 Our Reporting to you
Required communications	 What is reported?	  When and where	
Terms of engagement	Confirmation by the Audit Committee of acceptance of terms of engagement as written in the engagement letter signed by both parties.	The statement of responsibilities serves as the formal terms of engagement between the PSAA's appointed auditors and audited bodies	
Our responsibilities	Reminder of our responsibilities as set out in the engagement letter.	Audit Planning Report - July 2022	
Planning and audit approach	Communication of the planned scope and timing of the audit, any limitations and the significant risks identified. When communicating key audit matters this includes the most significant risks of material misstatement (whether or not due to fraud) including those that have the greatest effect on the overall audit strategy, the allocation of resources in the audit and directing the efforts of the engagement team.	Audit Planning Report - July 2022	
Significant findings from the audit	<ul style="list-style-type: none"> ▶ Our view about the significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures ▶ Significant difficulties, if any, encountered during the audit ▶ Significant matters, if any, arising from the audit that were discussed with management ▶ Written representations that we are seeking ▶ Expected modifications to the audit report ▶ Other matters if any, significant to the oversight of the financial reporting process 	Audit Results Report - March 2023	

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		Our Reporting to you
Required communications	What is reported?	When and where
Going concern	<p>Events or conditions identified that may cast significant doubt on the entity's ability to continue as a going concern, including:</p> <ul style="list-style-type: none"> ▶ Whether the events or conditions constitute a material uncertainty related to going concern ▶ Whether the use of the going concern assumption is appropriate in the preparation and presentation of the financial statements ▶ The appropriateness of related disclosures in the financial statements 	No conditions or events were identified, either individually or together to raise any doubt about New Forest District Council's ability to continue for the 12 months from the date of our report
Misstatements	<ul style="list-style-type: none"> ▶ Uncorrected misstatements and their effect on our audit opinion, unless prohibited by law or regulation ▶ The effect of uncorrected misstatements related to prior periods ▶ A request that any uncorrected misstatement be corrected ▶ Material misstatements corrected by management 	Audit Results Report - March 2023
Subsequent events	<ul style="list-style-type: none"> ▶ Enquiry of the Audit Committee where appropriate regarding whether any subsequent events have occurred that might affect the financial statements. 	Audit Results Report - March 2023
Fraud	<ul style="list-style-type: none"> ▶ Enquiries of the audit committee to determine whether they have knowledge of any actual, suspected or alleged fraud affecting the entity ▶ Any fraud that we have identified or information we have obtained that indicates that a fraud may exist ▶ Unless all of those charged with governance are involved in managing the entity, any identified or suspected fraud involving: <ol style="list-style-type: none"> a. Management; b. Employees who have significant roles in internal control; or c. Others where the fraud results in a material misstatement in the financial statements. ▶ The nature, timing and extent of audit procedures necessary to complete the audit when fraud involving management is suspected ▶ Any other matters related to fraud, relevant to Audit Committee responsibility. 	Audit Results Report - March 2023

Appendix A

Our Reporting to you

Required communications	What is reported?	When and where
Related parties	<p>Significant matters arising during the audit in connection with the entity's related parties including, when applicable:</p> <ul style="list-style-type: none"> ▶ Non-disclosure by management ▶ Inappropriate authorisation and approval of transactions ▶ Disagreement over disclosures ▶ Non-compliance with laws and regulations ▶ Difficulty in identifying the party that ultimately controls the entity 	Audit Results Report - March 2023
Independence	<p>Communication of all significant facts and matters that bear on EY's, and all individuals involved in the audit, objectivity and independence.</p> <p>Communication of key elements of the audit engagement partner's consideration of independence and objectivity such as:</p> <ul style="list-style-type: none"> ▶ The principal threats ▶ Safeguards adopted and their effectiveness ▶ An overall assessment of threats and safeguards ▶ Information about the general policies and process within the firm to maintain objectivity and independence 	Audit Results Report - March 2023
External confirmations	<ul style="list-style-type: none"> ▶ Management's refusal for us to request confirmations ▶ Inability to obtain relevant and reliable audit evidence from other procedures. 	We have received all requested confirmations
Consideration of laws and regulations	<ul style="list-style-type: none"> ▶ Subject to compliance with applicable regulations, matters involving identified or suspected non-compliance with laws and regulations, other than those which are clearly inconsequential and the implications thereof. Instances of suspected non-compliance may also include those that are brought to our attention that are expected to occur imminently or for which there is reason to believe that they may occur ▶ Enquiry of the Audit Committee into possible instances of non-compliance with laws and regulations that may have a material effect on the financial statements and that the audit committee may be aware of 	We have asked management and those charged with governance. We have not identified any material instances or non-compliance with laws and regulations

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		Our Reporting to you
Required communications	What is reported?	When and where
Significant deficiencies in internal controls identified during the audit	<ul style="list-style-type: none"> ▶ Significant deficiencies in internal controls identified during the audit. 	We have not identified any significant deficiencies in internal controls
Written representations we are requesting from management and/or those charged with governance	<ul style="list-style-type: none"> ▶ Written representations we are requesting from management and/or those charged with governance 	Audit results report - March 2023
Material inconsistencies or misstatements of fact identified in other information which management has refused to revise	<ul style="list-style-type: none"> ▶ Material inconsistencies or misstatements of fact identified in other information which management has refused to revise 	Audit results report - March 2023
Auditors report	<ul style="list-style-type: none"> ▶ Key audit matters that we will include in our auditor's report ▶ Any circumstances identified that affect the form and content of our auditor's report 	Audit results report - March 2023 No such circumstances identified

Draft Management Representation Letter

Management Rep Letter

[To be prepared on the entity's letterhead]

Ernst & Young LLP
Grosvenor House
Grosvenor Square
Southampton
Hampshire
SO15 2BE

This letter of representations is provided in connection with your audit of the consolidated and council financial statements of New Forest District Council ("the Group and Council") for the year ended 31 March 2022. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the consolidated and council financial statements give a true and fair view of the Group and Council financial position of New Forest District Council as of 31 March 2022 and of its income and expenditure for the year then ended in accordance with Group CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 and for the Council, CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.

We understand that the purpose of your audit of our consolidated and council financial statements is to express an opinion thereon and that your audit was conducted in accordance with International Standards on Auditing (UK), which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - all fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

A. Financial Statements and Financial Records

1. We have fulfilled our responsibilities, under the relevant statutory authorities, for the preparation of the financial statements in accordance with, for the Group and Council, the Accounts and Audit Regulations 2015

and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.

2. We acknowledge, as members of management of the Group and Council, our responsibility for the fair presentation of the financial statements. We believe the financial statements referred to above give a true and fair view of the financial position, financial performance (or results of operations) and cash flows of the Group and Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 and are free of material misstatements, including omissions. We have approved the consolidated and council financial statements.
3. The significant accounting policies adopted in the preparation of the Group and Council financial statements are appropriately described in the Group and Council financial statements.
4. As members of management of the Group and Council, we believe that the Group and Council has a system of internal controls adequate to enable the preparation of accurate financial statements in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22, that are free from material misstatement, whether due to fraud or error. We have disclosed to you any significant changes in our processes, controls, policies and procedures that we have made to address the effects of the COVID-19 pandemic and of the conflict and related sanctions in Ukraine, Russia and/or Belarus on our system of internal controls on our system of internal controls.
5. We believe that the effects of any unadjusted audit differences, summarised in the accompanying schedule, accumulated by you during the current audit and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. **We have not corrected these differences identified by and brought to the attention from the auditor because [specify reasons for not correcting misstatement]**

B. Non-compliance with law and regulations, including fraud

1. We acknowledge that we are responsible to determine that the Group and Council's activities are conducted in accordance with laws and regulations and that we are responsible to identify and address any non-compliance with applicable laws and regulations, including fraud.

Management representation letter

Management Rep Letter

2. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud.
3. We have disclosed to you the results of our assessment of the risk that the consolidated and Council financial statements may be materially misstated as a result of fraud.
4. We have no knowledge of any identified or suspected non-compliance with laws or regulations, including fraud that may have affected the Group or Council (regardless of the source or form and including, without limitation, allegations by “whistleblowers”) including non-compliance matters:
 - involving financial statements;
 - related to laws and regulations that have a direct effect on the determination of material amounts and disclosures in the consolidated or Council’s financial statements;
 - related to laws and regulations that have an indirect effect on amounts and disclosures in the financial statements, but compliance with which may be fundamental to the operations of the Group or Council’s activities, its ability to continue to operate, or to avoid material penalties;
 - involving management, or employees who have significant roles in internal controls, or others; or
 - in relation to any allegations of fraud, suspected fraud or other non-compliance with laws and regulations communicated by employees, former employees, analysts, regulators or others.

C. Information Provided and Completeness of Information and Transactions

1. We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and

- Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

2. All material transactions have been recorded in the accounting records and all material transactions, events and conditions are reflected in the financial statements, including those related to the COVID-19 pandemic and including those related to the conflict and related sanctions in Ukraine, Russia and/or Belarus.
3. We have made available to you all minutes of the meetings of the Group and Council, Cabinet and Audit Committee (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the year to the most recent meeting on the following date: March 2023.
4. We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the Group and Council’s related parties and all related party relationships and transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the year end. These transactions have been appropriately accounted for and disclosed in the consolidated and Council financial statements.
5. We believe that the methods, significant assumptions and the data we used in making accounting estimates and related disclosures are appropriate and consistently applied to achieve recognition, measurement and disclosure that is in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.
6. We have disclosed to you, and the Group and Council has complied with, all aspects of contractual agreements that could have a material effect on the consolidated and council financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

Management representation letter

Management Rep Letter

7. From the date of our last management representation letter (29 April 2022) through the date of this letter we have disclosed to you any unauthorized access to our information technology systems that either occurred or to the best of our knowledge is reasonably likely to have occurred based on our investigation, including of reports submitted to us by third parties (including regulatory agencies, law enforcement agencies and security consultants), to the extent that such unauthorized access to our information technology systems is reasonably likely to have a material impact to the financial statements, in each case or in the aggregate, and ransomware attacks when we paid or are contemplating paying a ransom, regardless of the amount.

D. Liabilities and Contingencies

1. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the consolidated and council financial statements.
2. We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.
3. We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and have disclosed in the consolidated and council financial statements all guarantees that we have given to third parties.

E. Going Concern

1. Note 55 to the financial statements discloses all the matters of which we are aware that are relevant to the Group and Council's ability to continue as a going concern, including significant conditions and events, our plans for future action, and the feasibility of those plans.

F. Subsequent Events

1. Other than as described in the consolidated and council financial statements, there have been no events, including events related to the COVID-19 pandemic, and including events related to the conflict and related sanctions in Ukraine, Russia and/or Belarus, subsequent to period

end which require adjustment of or disclosure in the consolidated and council financial statements or notes thereto.

G. Other information

1. We acknowledge our responsibility for the preparation of the other information. The other information comprises the Narrative Report and the Annual Governance Statement.
2. We confirm that the content contained within the other information is consistent with the financial statements.

H. Climate-related matters

1. We confirm that to the best of our knowledge all information that is relevant to the recognition, measurement, presentation and disclosure of climate-related matters has been considered and reflected in the consolidated and council financial statements.
2. The key assumptions used in preparing the consolidated and council financial statements are, to the extent allowable under the requirements of CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22, aligned with the statements we have made in the other information or other public communications made by us.

I. Comparative information - corresponding financial information

1. CIES and EFA - Following an updated portfolio structure in 2021/22, the cost of services lines in the CIES and EFA have been adjusted accordingly.
2. The comparative amounts for this item has been correctly restated to reflect the above matter and appropriate note disclosure of these restatements has also been included in the current year's Group and Council financial statements.

Management representation letter

Management Rep Letter

J. Reserves

1. We have properly recorded or disclosed in the consolidated and council financial statements the useable and unusable reserves.

K. Use of the Work of a Specialist

1. We agree with the findings of the specialists that we engaged to evaluate the IAS19 pension liability and disclosure, property, plant and equipment valuations and investment property valuations, and have adequately considered the qualifications of the specialists in determining the amounts and disclosures included in the financial statements and the underlying accounting records. We did not give or cause any instructions to be given to the specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the specialists.

L. Estimates

1. We confirm that the significant judgments made in making the estimates for pension liabilities and the valuations of property, plant and equipment and investment properties have taken into account all relevant information of which we are aware.
2. We believe that the selection or application of the methods, assumptions and data used by us have been consistently and appropriately applied or used in making the estimates.
3. We confirm that the significant assumptions used in making the estimates appropriately reflect our intent and ability to carry out any relevant specific courses of action on behalf of the entity.

4. We confirm that the disclosures made in the financial statements with respect to the accounting estimates, including those describing estimation uncertainty and the effects of the COVID-19 pandemic, are complete and are reasonable in the context of the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.
5. We confirm that appropriate specialized skills or expertise has been applied in making the estimates.
6. We confirm that no adjustments are required to the accounting estimates and disclosures in the financial statements, including due to the COVID-19 pandemic.

M. Retirement benefits

1. On the basis of the process established by us and having made appropriate enquiries, we are satisfied that the actuarial assumptions underlying the scheme liabilities are consistent with our knowledge of the business. All significant retirement benefits and all settlements and curtailments have been identified and properly accounted for.

Yours faithfully,

(s151 Officer)

(Chair of the Audit Committee)

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ED None

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AUDIT COMMITTEE – 24 MARCH 2023

FINAL ANNUAL GOVERNANCE STATEMENT – 2021/22

1. RECOMMENDATIONS

- 1.1 That the Audit Committee approves the Final Annual Governance Statement for the Financial Year ended 31st March 2022 as reported in Appendix 1.

2. INTRODUCTION

- 2.1 The Audit Committee considered the draft Annual Governance Statement for 2021/22 on 31 May 2022, ahead of its inclusion within the Financial Statements.

3. THE ANNUAL GOVERNANCE STATEMENT (AGS)

- 3.1 The Annual Governance Statement reflects predominately on matters arising during the financial year 2021/22, but must also reflect on any significant matters up until the date of signing by the Chief Executive and Leader of the Council.

- 3.2 A few updates have been made to the AGS since the draft that was presented in July. These are shown as **bolded text** within the appendix, and summarised below:

- Reference has been made in note 2 of section 4 to the Senior Leadership restructure carried out by the Council's new Chief Executive
- Note 12 to section 4 has been updated to confirm progress made on the Council's updated approach to Risk Management
- Reference has been made in section 6 to the Financial Management Code review, carried out during 2022, and presented to the Audit Committee in July 2022

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial consequences arising directly from this report.

5. EQUALITIES & DIVERSITY AND ENVIRONMENTAL MATTERS

- 5.1 There are no equalities & diversity or environmental matters associated with this report.

6. CRIME & DISORDER IMPLICATIONS

- 6.1 There are no crime and disorder issues arising directly from this report.

For Further Information Contact

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Grainne O'Rourke
Strategic Director & Monitoring Officer
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Background Papers

Audit Committee May 2022 - Delivering
Good Governance in Local
Government Framework 2016

**THE ANNUAL GOVERNANCE STATEMENT
NEW FOREST DISTRICT COUNCIL
2021/22**

1. Scope of Responsibility

New Forest District Council is responsible for ensuring that its business is conducted in accordance with the law, proper standards are adhered to and that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. It has a duty under the Local Government Act 1999, to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to best value. In discharging this overall responsibility New Forest District Council is required to have in place proper arrangements for the governance of the Council's affairs, facilitating the effective exercise of its functions and arrangements for the management of risk.

New Forest District Council has approved and adopted a Code of Good Governance, which is consistent with the principles of the CIPFA/SOLACE Framework "Delivering Good Governance in Local Government". This Statement explains how New Forest District Council has complied with the Code and also meets the requirements of regulation 13 of the Accounts & Audit Regulations 2015 in relation to the publication of a statement of corporate governance.

2. The Purpose of the Governance Framework

The governance framework comprises the systems and processes, as well as the culture and values, by which the authority is directed and controlled and its activities, through which it accounts to, engages with, and leads the community. It enables the Authority to monitor the achievements of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure in delivery of policies, achieving aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks materialising and the impact should they be realised, and to manage them efficiently, effectively and economically.

3. The Governance Framework

The good governance framework centres on the following 7 core principles:

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

The Council is concerned to ensure that quality of service delivery is maintained at a time of financial constraint and uses a variety of mechanisms to assess this. This helps inform future service delivery.

The Council continually revises its Medium Term forecast according to latest information received around likely funding levels and expenditure increases. The Council's current strong financial position and on-going efficiencies programme (including the development of new income generation initiatives) will help protect front-line service delivery. The MTFP is underpinned by the healthy Budget Equalisation and General Fund reserves and these enable the Council to respond to changes accordingly.

During 2021, the impact of the world-wide Coronavirus COVID-19 to the Council was less severe than in 2020, with new ways of working bedded down, new expenditure pressures eased, and a gradual return of customer confidence in retail and hospitality which resulted in an improvement to income streams.

Local Authorities continued to respond to new legislation and responsibilities, including payments of significant levels of mandated and discretionary business support grants and financial support to those who have suffered financial hardship, and playing a key role in the testing and vaccination programmes.

Over the years, the Council has developed a number of successful joint or collaborative working arrangements with other public partners. This has continued into 2021/22 and includes arrangements with Hampshire County Council (in respect of Audit and Treasury functions) and a joint Information Office 'The Ringwood Gateway' between Ringwood Town Council, HCC and the District Council.

The Council's Constitution sets out how the Council operates, including the roles, responsibilities and relationships between Council, the Executive (Cabinet), Audit Committee and other bodies such as the Overview and Scrutiny Panels and Officers in respect of policy and decision-making processes. There is a comprehensive scheme of delegations to officers to ensure timely decision-making. The Constitution also sets out details on Codes of Conduct and key policies such as Financial Regulations and Contract Standing Orders as to Contracts. It is important that the Council operates efficiently and transparently and is accountable to the local people.

The Constitution is reviewed and updated where opportunities for improvement are identified.

The Risk Management Framework is in place to ensure that risks to the Council in achieving its strategic objectives, both at a corporate and service level, are more consciously identified, assessed and managed. It aligns risk with existing arrangements, in particular the performance management framework with an assessment of risk forming part of the Service Planning processes. Further work is planned for 2022/23 on Risk Management to consider whether improvements can be made to the Council's approach to risk management; this will include a fundamental refresh of the Council's Strategic Risk Register.

In 2016 CIPFA/SOLACE carried out a review of their framework to ensure that it still reflects the environment in which Councils are operating and to also reflect the International framework which had been developed by CIPFA and the International Federation of Accountants (IFAC) in 2014.

As a result of their review in April 2016 CIPFA/SOLACE published a new framework document "Delivering Good Governance in Local Government Framework 2016 Edition" with the key focus of governance processes and structures centring on the attainment of sustainable economic, societal and environmental outcomes. Council approved the revised code in April 2017 which follows the recommended text in the CIPFA/SOLACE framework.

In April 2021, a new Council Leader was appointed. The newly appointed Leader was previously Deputy Leader and has been a member of the Cabinet for several years. The

Council's new Chief Executive, Kate Ryan, commenced employment with the Council in December 2021 following a robust recruitment exercise.

During 2021/22, the Solent Freeport bid continued to be developed in line with government requirements, ultimately leading to submission of the Full Business Case (FBC) in April 2022, to which the Council gave its approval. The Section 151 Officer, Monitoring Officer, Executive Head for Planning, Regeneration and Economy and Chief Executive were all involved throughout the preparation of the FBC, and a number of briefing sessions took place for Councillors over the course of the year. The Council has representation on the Solent Freeport Consortium Ltd Board, and on the Investment Committee, the latter set up to evaluate projects for funding from the retained business rates pool.

4. Review of Effectiveness

The Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of senior statutory officers within the authority who have responsibility for the development and maintenance of the governance environment, the Internal Audit's annual report, and also by comments made by the external auditors and other review agencies and inspectorates.

This Council has always maintained a strong internal control environment and sees risk management as an integral part of everyday management. It has long established principles on the way its business is conducted enabling good governance and control of risk. Factors that influence the control environment include; integrity, ethics, operating style and the way management and members assign responsibility and authority.

A summary of the review activities undertaken during 2021/22 are included below:

1. A number of Council policies were reviewed or new Plans/Policies implemented including:
 - Worksmart Policy
 - Empty Homes Strategy
 - Corporate Plan 2024 Refresh
 - Control of Asbestos and Control of Contractors Policies
 - Joint Municipal Waste Management Strategy
 - Climate Change and Nature Emergency Action Plan
 - Local Planning Enforcement Plan
 - Numerous Business Support Grant Policies
2. The Council's new Chief Executive, Kate Ryan, commenced employment with the Council in December 2021. The Council's Executive Management Team (EMT) otherwise remained unchanged throughout 2021/22. **In October 2022, the Council received a report from the Chief Executive finalising a review of the Senior Leadership structure. The Council agreed to the proposed changes to move from 4 x Executive Heads to 3 x Strategic Directors, and as a result, the previous Executive Head for Financial and Corporate Services is now the Strategic Director for Corporate Resources and Transformation, and the Executive Head for Governance and Housing is now the Strategic Director for Housing, Communities and Governance. A new Strategic Director for Place, Operations and Sustainability has been appointed and will begin employment with the Council in March.**
3. The responsibility of Section 151 functions (a statutory role) sits with the **Strategic Director for Corporate Resources and Transformation** (previously Executive Head of Financial (S151) and Corporate Services). The **Strategic Director for Housing, Communities and Governance** (previously Executive Head of Governance and Housing) is the Monitoring Officer, which is also a statutory role. All committee reports are reviewed by members of the Executive Management Team, as well as being provided to the **Strategic Director for**

Housing, Communities and Governance (who is also the Council's Solicitor), prior to any decisions being made. This safeguards the Council to ensure that decisions are taken lawfully and that risks are properly considered.

4. One of the requirements of the GDPR is to appoint a Data Protection Officer (DPO). The role of the DPO is to oversee the Council's compliance with GDPR and provide advice in relation to the law. The DPO position is held by the Council's Information Governance and Complaints Manager, who is a Solicitor who holds the EU General Data Protection Regulation Practitioner qualification.
5. A review into how the Council deals with data handling processes and procedures, including Freedom of Information ('FOI') and Subject Access Requests was carried out in 2021/22. A dedicated Team (the 'Information Governance and Complaints Team') was set up to lead the Council's response on Information Governance. The new Team reports directly to the Council's Monitoring Officer. The Information Governance and Complaints Manager has direct access to EMT and has reported the teams work programme and progress to EMT during 2021/22.
6. The Council's arrangements for financial management and reporting are sound and are well documented. Financial monitoring is achieved by regular budgetary control reports to nominated budget holders, Executive Management Team, the relevant Portfolio Holder, and Cabinet. All elected Members have access to Cabinet Agendas and the financial reports; a process is in place to enable members to request additional, more detailed information and question any financial issues. Strong Overview and Scrutiny arrangements are in place with an annual report of work carried out presented to Council.
7. Proposals for asset maintenance and replacement expenditure and capital projects are supported by a business case as are new requests for revenue resources. For the 2021/22 budget process, these were scrutinised initially by EMT and the relevant Service Portfolio Holder prior to inclusion within the budget setting process. From April 2022, a new Capital and Change Board has been established, with EMT and a number of Service Managers being placed on this board. This new board, which meets monthly, will provide the oversight and scrutiny of new projects as well as tracking their delivery. The financial planning process also includes a review of proposals by the relevant Overview and Scrutiny Panels, before final budgetary proposals and the council tax levels are considered and approved by Council each year.
8. In line with the continuous improvement culture of the Council, it is recognised that all Members and Officers of the Council must have the skills, knowledge and capacity that they need to discharge their responsibilities effectively and therefore significant emphasis is placed on continuous improvement and development.
9. The Council's financial management arrangements conform to the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010). A review of the Council's Financial Regulations was completed during 2021/22 with the new regulations presented to and endorsed by the Audit Committee. The new regulations went live during April 2022, following approval by full Council.
10. Performance Management ensures strategic monitoring with a focus on organisational and service based indicators, reflecting the aims and objectives of the Corporate Plan. A review of the Council's Performance Management Framework commenced during 2021/22, in line with a refresh of the Corporate plan 2020-2024, and both were finalised in the year. Portfolio Holder dashboards were presented to Overview and Scrutiny Panels during 2021/22 increasing transparency of performance and risks to service delivery.
11. The Audit Committee meet regularly and training is available to all members to ensure they are clear in their responsibilities in providing an independent assurance to the Council in

relation to the effectiveness of the Council's internal control environment, in accordance with Regulation 6 of the Accounts and Audit (England) Regulations 2015.

12. The Council's approach to risk management has been long standing **and was reviewed during 2022**. The Audit Committee has Strategic Risk Management within their scope, and **an updated Risk Management Policy and updated Strategic Risk Register was brought forward to the committee during 2022. The Council's Strategic Risk Register was continually reviewed during 2022**. The document remains under regular review as a result of the constantly changing national and international situation.
13. Internal Audit forms part of the internal control framework. It is a mandatory function whose primary aim is to ensure that the Chief Financial Officer's responsibilities, to maintain proper control over the Council's financial affairs, as defined by Section 151 of the Local Government Act 1972, are fully met. The Audit Committee has reviewed and approved the risk based audit plan and progress reports against the audit plan throughout the year. This risk based audit plan was also approved by the Section 151 Officer and the Executive Management Team. The Committee has also received reports and updates from the External Auditor.
14. The Internal Audit function is provided by the Southern Internal Audit Partnership (operated by Hampshire County Council) and accords with the Public Sector Internal Audit Standards. Internal Auditors are trained and have acted independently, objectively and ethically at all times. The Internal Audit Charter was approved during the year.
15. The Principal Auditor's annual opinion report, concluded that whilst Internal Audit are unable to give absolute assurance, the results of the reviews completed during the year have resulted in his overall opinion that:
 - sufficient assurance work has been carried out to allow a reasonable conclusion on the adequacy and effectiveness of New Forest District Council's internal control environment
 - New Forest District Council's framework of governance, risk management and control is 'Reasonable' and audit testing has demonstrated controls to be working in practice
 - where weaknesses have been identified through internal audit review, Internal Audit have worked with the Council's management to agree appropriate corrective actions and a timescale for improvement.
16. Ernst & Young acts as the Council's independent external auditor. The Section 151 Officer and Chair of Audit Committee have responded openly to the External Auditor under the requirements of the International Auditing Standards.
17. All organisations, worldwide face increasing cyber related threats. The Council maintains sound standards and continually reviews opportunities to further strengthen these. The Council is a member of the Cyber security Information Sharing Partnership (CISP) and has signed up the South East Government Warning, Advisory and Reposting Point (providing information, knowledge and alerts on threat and incidents).
18. Internal Audit has reported a 'Reasonable' opinion on the overall control environment. Two limited assurance audit opinions were given and monitoring of progress against the management actions of these audits will continue into 2022/23. The following audit area has previously received high priority recommendations:
 - Payment Card Industry Data Security Standard Accreditation
 - Work has been ongoing during 2021/22, with a specific report elsewhere on this Audit Committee agenda.
19. In February 2021, Council made a decision to award an operating contract to Wealdon Leisure Ltd, trading as Freedom Leisure, to commence on 1st July 2021 for an 11 year period, with the option to extend for a further 4 years. The operating agreement has been

agreed by both parties and as included within that agreement, the Council and the operator both have representation on a new partnership board which will be responsible for ensuring the operator delivers on the Council's service specification and performance indicators. This board has met monthly since the commencement of the contract, and update reports have been presented to the Community, Partnerships and Wellbeing Board during the financial year.

20. A matter concerning the volume of telephone calls being recorded and securely stored by the Council came to light during 2021. Call recording was stopped immediately, and following approval from the Executive Management Team, all recordings were deleted from secure storage. The Service Manager for ICT working collaboratively with the Information Governance Officer presented options to the Executive Management Team who confirmed that a policy of recording by exception would be implemented. The Information Governance Officer is now working with Service Managers across the organization to assess the legal basis of call recording in the areas where call recording has been identified as necessary.

5. Financial Management Code

In December 2019, CIPFA introduced a Financial Management Code. The driver for this was the exceptional financial circumstances faced by local authorities, having revealed concerns about fundamental weaknesses in financial management, particularly in relation to organisations that may be unable to maintain services in the future. The Code is designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. For the first time it sets out the standards of financial management for local authorities.

The underlying principles that inform the Code have been developed in consultation with senior practitioners from local authorities and associated stakeholders. Each local authority must demonstrate that the requirements of the Code are being satisfied. This is a collective responsibility of elected Members, the CFO and their professional colleagues in the Leadership Team.

The Section 151 Officer **carried out a review and presented a report on the Financial Management Code to the Audit Committee in July 2022. The report included an appendix detailing the CFO's assessed level of compliance with the Code.**

6. Significant Governance Issues

Whilst there have been a number of improvements made throughout the year, the Council constantly strives for continuous improvement. The following significant areas will be included in the action plan (schedule 1):

1. Financial Management Code
2. Updated Risk Management Strategy

7. Certification

To the best of our knowledge, governance arrangements, as defined above, have been in place at New Forest District Council for the year ended 31st March 2022 and up to the date of approval of the annual report and statement of accounts.

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

Signed:

Leader of the Council

Signed:

Chief Executive

Date:

Date:

Schedule 1

Annual Governance Statement Action Plan for 2022/23

Heading	Update / Action	Responsible	Target
Financial Management Code	<p>Following the introduction of the CIPFA Financial Management Code, the Council's CFO will undertake an assessment of it's compliance with the code.</p> <p>Action: CFO to carry out a review and report to EMT / Audit Committee</p>	Chief Finance Officer	July 2022
Risk Management Strategy	<p>The Council's Risk Management Strategy will be updated during 2022/23, and will result in a refreshed approach to risk management, including a fundamental review of the Risk Registers in place across the Council.</p> <p>Action: to complete Risk Strategy update, and follow up on revised working practises that result</p>	Insurance and Risk Management Officer	Oct 2022

Annual Governance Statement update on 2021/22 action plan

The following table is provided to confirm actions as against the 21/22 action plan. It is not a core part of the 21/22 Annual Governance Statement (appendix 1).

Heading	Update / Action	Responsible
PCI Accreditation	<p>Work has been ongoing in 2021/22 and will result in annual requirements going forward. This will therefore become a 'Business as Usual Activity' for the council. The 2021/22 context has included the retirement of payment gateway services from Mastercard; the incumbent NFDC supplier.</p> <p>Action: see update report elsewhere on this agenda</p>	Chief Finance Officer
Financial Management Code	<p>Following the introduction of the CIPFA Financial Management Code, the Council's CFO will undertake an assessment of it's compliance with the code.</p> <p>Action: initial assessment completed. Review and input required with leadership team before the assessment can be finalised</p>	Chief Finance Officer
Call Recording	<p>A review of departmental call handling, to consider the legal basis for the recording and retaining calls.</p> <p>Action: Information Governance Officer has completed her work with Services, and call recording re-established in limited instances</p>	Chief Finance Officer / Executive Head Governance and Housing

AUDIT COMMITTEE – 24 MARCH 2023

FINAL ANNUAL FINANCIAL REPORT 2021/22

1. RECOMMENDATION

- 1.1 That the report at Appendix 1 be supported and that the Chief Financial Officer, in consultation with the Chairman, be delegated to sign off the Annual Financial Report for 2021/22 at the appropriate time, on completion of the outstanding audit work.

2. PURPOSE OF THE REPORT

- 2.1 On 29 July 2022 the Audit Committee approved the draft set of key Financial Statements, ahead of passing to External Audit for their annual review of the overall Annual Financial Report.
- 2.2 NFDC Finance officers and the External Auditors have been working together on the review of the NFDC Annual Financial Report for the year ended 31 March 2022, and the audit is now substantially completed. There are however some areas where the work is ongoing, and so the set of accounts presented today may still be subject to change.

For further information contact:

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Strategic Director Corporate Resources &
Transformation
Section 151 Officer
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Background Papers:

None

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Annual Financial Report **2021/2022**



NEW FOREST DISTRICT COUNCIL
ANNUAL FINANCIAL REPORT - YEAR ENDED 31 MARCH 2022

CHAIRMAN OF THE COUNCIL
Councillor A O'Sullivan

LEADER OF THE COUNCIL
Councillor J Cleary

CHIEF EXECUTIVE Mrs K Ryan

CHIEF FINANCE OFFICER (S151) Mr A Bethune

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STATEMENT OF RESPONSIBILITIES

1. The Authority's Responsibilities

The Authority is required to:

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

I confirm that these accounts were approved by Members of the Audit Committee at the meeting held on 24 March 2023 with formal approval by the Chairman on TBC.

**Cllr A Alvey
Audit Committee Chairman**

Date TBC

2. The Responsible Financial (s151) Officer's Responsibilities

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

In preparing this statement of accounts, the Responsible Financial (s151) Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent; and
- complied with the Code of Practice.

The Responsible Financial (s151) 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.

I certify that the statement of accounts presents a true and fair view of the financial position of New Forest District Council at 31 March 2022 and the income and expenditure for that year ended.

Mr A Bethune FCCA – Chief Finance Officer (s151)

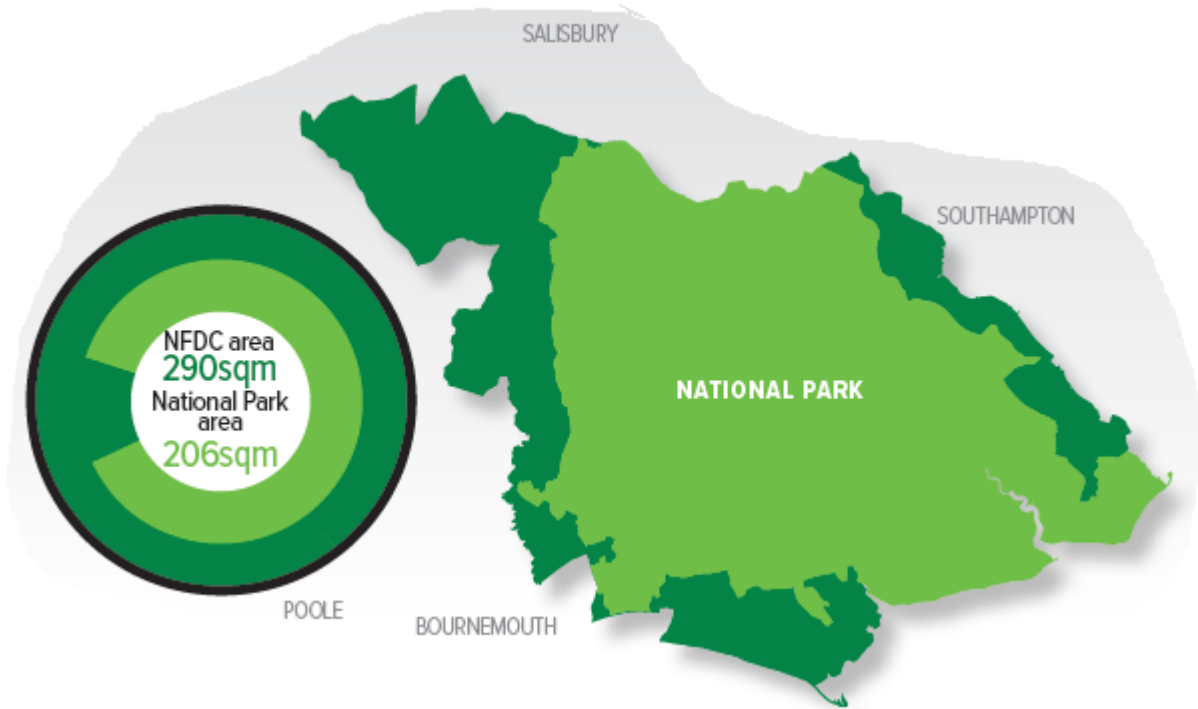
Date TBC

NARRATIVE STATEMENT

1. Foreword from the Council's Responsible Financial Officer

The New Forest

The local government administrative area of New Forest District Council (290 square miles) includes the New Forest National Park (206 square miles).



Within the district there are 145 square miles of Crown land, managed by the Forestry Commission. The district is one of the most populated in England (circa 180,000) not to be a unitary authority and within its boundaries there are 37 active Town and Parish Councils. Hampshire County Council is responsible for upper tier services.

The New Forest is home to the third largest economy in Hampshire, with a total Gross Value Added of £4.4 billion. The district contains over 8,000 businesses in total and has more businesses per head than both Hampshire and the UK. 89% of businesses in the district are micro in size employing fewer than 10 people. Self-employment is relatively high at over 19% and unemployment is consistently lower than in the rest of the country. Leisure, tourism and marine along with their associated supply chains are significant employment and economic sectors within the district.

Average earnings for New Forest residents are lower than the median for the South East. This, and the high average house price, results in significant cross commuting between those who work in the forest but cannot afford to live there, and those who can afford to live within the district but work elsewhere. The district council is located between the two major conurbations of Southampton and Bournemouth.

Housing, and particularly affordable housing, for local people is a particular issue in the district. The District Council manages its own housing stock (over 5,000 properties) and the Council's allocation policy manages the waiting list to ensure those in the greatest need have the best chance of securing a Council owned property.

NARRATIVE STATEMENT

Corporate Plan and Council Priorities

The Council is led by 60 Councillors and elections took place in May 2019. The current Political make-up of the Council is: 44 Conservative, 13 Liberal Democrat and 3 Independent.

Community Matters, the Council's Corporate Plan for 2020-2024, focuses on the challenges faced and the plans to address them. It recognises the ongoing financial constraints, whilst building on the strong financial position created and sets priorities that matter to the people of the district to deliver a prosperous New Forest and put the community first.

The plan's vision is to secure a vibrant and prosperous New Forest, guided by the people we serve and working in partnership with others to enhance the quality of lives for all by:

- Understanding local needs and creating a balanced, healthy community who feel safe, supported and have access to services;
- Protecting the special character of the New Forest and responding pro-actively to environmental challenges; and
- Working with others to maintain a vibrant local economy that brings opportunities to the area.

Key achievements realised during 2021/22 against the Portfolios are outlined in the Annual Performance Report, reported to Cabinet in July 2022.

Future Financial Outlook

The Council continues to deliver essential front-line services to the circa 180,000 residents of the New Forest, despite significant funding reductions from Central Government since austerity measures were introduced, now over 10 years ago. Significant efficiencies have been realised over the period and income generation has increased. This Council has an excellent track record of delivering the same, or in some instances improved services, at a lower overall cost.

The Council is also working on the delivery of an adopted Housing Strategy, in which the Council has targeted the ownership of 600 additional homes by 2026 and is prepared to spend circa £100 million over this period in delivering this target. The Council has a well-established Housing Revenue Account, which is well placed to support and manage additional stock numbers. As the largest registered provider of social housing in the district, the Council recognises it has an important role to play in the delivery of new affordable homes to those wanting to work and live in the New Forest.

The latest Medium Term Financial Plan, that accompanied the setting of the 2022/23 budget, highlighted the likely impact that the Fair Funding Review and the potential that a 'hard' Business Rates reset will have on the Council's finances. Despite this, the plan outlined options to address the funding gap and demonstrate the ability to set a balanced budget through to 2025/26. Options include efficiency savings, income growth through yield, the generation of new additional income through the Commercial and Residential Property Strategies and Council Tax increases.

NARRATIVE STATEMENT

COVID-19

2021/22 was another challenging year full of financial uncertainty as a result of the Covid-19 pandemic. Income losses and additional costs within services have been largely offset through general and specific Government support.

In the year, the Council has administered over £31 million in emergency grants for businesses, as well as council tax hardship funds and provided business support and assisted communities to reopen. This increase in workload has put pressure on capacity to deliver all services during the year. Revenue expenditure for 2021/22 is summarised in the Comprehensive Income and Expenditure Statement. This shows the costs of all the Council's services and how the net expenditure has been funded.

Group Accounts

The Council prepared Group Accounts for the first time in 2020/21 reflecting the Wholly Owned Group of 'Appletree Property' companies. Appletree Property Lettings Ltd concerns itself with the acquisition and letting of open market properties, and is an activity aligned to the Council's General Fund as opposed to the Housing Revenue Account. The activity aims to support the private rented sector; and enables the Council to provide rental properties at all tenures, considering affordable and social rents are also offered through the Housing Revenue Account. An annual report is presented to the Council's Corporate Affairs and Local Economy Overview and Scrutiny Panel on the activity of the Group of Companies.

Climate and Nature Emergency

During 2021/22, the Council declared a Climate and Nature Emergency. An action plan was drawn up and was subsequently adopted by the Council. A new Climate Action Group has been established, and the Council has recently undertaken a recruitment exercise for a Climate Action Manager. Work in this important area will ramp up, once the new lead officer is in post.

Utility and Cost of Living Crisis

Utility price increases and a high rate of inflation will put the Council's finances under some pressure during 2022/23. The impacts will be reported through the Council's regular Financial Monitoring cycle, as will the necessary mitigating actions. More will be covered on this within the 2022/23 Annual Financial Report.

NARRATIVE STATEMENT

2. The Statement of Accounts

The accounts for 2021/22 comprise the following statements:

- **Comprehensive Income and Expenditure Statement**

This statement shows the accounting cost in the year of providing General Fund and Housing Revenue Account services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation and housing rents. The Council raises taxation and rents to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation and rents position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement.

**Expenditure and Funding Analysis
(supporting note to the Comprehensive Income and Expenditure Statement)**

The Expenditure and Funding Analysis shows how annual expenditure is used and funded from resources (government grants, rents, council tax and business rates) by the Council in comparison with those resources consumed or earned in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the Council's Portfolios. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

- **Movement in Reserves Statement**

This statement shows the movement from the start of the year to the end on the different reserves held by the Council, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves'. The Statement shows how the movements in year of the Council's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and that statutory adjustments required to return to the amounts chargeable to council tax (or rents) for the year. The Net Increase/Decrease line shows the statutory General Fund Balance and Housing Revenue Account Balance movements in the year following those adjustments.

- **Balance Sheet**

This statement shows the value, as at the Balance Sheet date, of the Council's recognised assets and liabilities. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. Reserves are reported in two categories. The first category is usable reserves, i.e. those reserves that the Council may use to provide services, subject to any statutory limitations and the need to maintain prudent reserve levels. The second category is reserves that the Council cannot use to provide services. This category includes reserves that hold unrealised gains and losses (e.g. 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".

NARRATIVE STATEMENT

- **Cash Flow Statement**

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients of the 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 Council.

- **Housing Revenue Account (HRA) Income and Expenditure Statement**

This statement shows the economic cost in the year of providing Council Housing services in accordance with generally accepted accounting practices rather than the amount to be funded from rents. The Council charges rents to cover net expenditure incurred in accordance with regulations, which is different from the accounting cost. The increase or decrease in the year, on the basis of which rents are raised, is shown in the HRA section of the Movement in Reserves Statement.

- **Collection Fund**

This is an agent's statement that reflects the statutory obligation of the Council, as a billing Authority, to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection of council tax and non-domestic rates from taxpayers and the distribution of the income to local authorities and the Government. While there is only one Collection Fund, separate statements are shown for council tax and non-domestic rates, due to the complexity of non-domestic rates transactions under the Retention Scheme that was introduced in 2013/14.

3. **Financial Performance during the Year**

As at 31 March 2022 the Council had net assets of £331 million.

The majority of this net worth is within Council Dwellings, valued at £419 million, offset with a debt liability of £123 million. Operational Land and Buildings total £62 million, Investment Properties £18 million and other long-term assets and investments total £32 million. Cash and short-term investments total £71 million. The Council has a net pension liability of £91 million. This is explained in more detail in section 4 of this narrative statement.

Usable reserves total £59 million (a reduction of £3 million from 2020/21), with £4 million of the total being earmarked to support the visible delivery of the General Fund (£3 million) and Housing Revenue Account (£1 million).

NARRATIVE STATEMENT

- **General Fund**

This section provides a summary of General Fund performance for the year in a simplified format that is consistent with the Council's published revenue budget and in a format used for operational budget monitoring throughout the year. All actual figures are included within the Comprehensive Income and Expenditure Statement.

The 2021/22 original net budget requirement for the General Fund was £18.868 million, a reduction of £326,000 from 2020/21. The Council's budget anticipated being funded £13.1 million from Council Tax (including a £5 increase) and £5.7 million from retained business rates. In order to support the delivery of a balanced budget over the Medium Term and to flatten out Business Rate Collection Fund adjustments, the budget allowed for £138,000 to be credited from the Budget Equalisation Reserve.

Net income increases and expenditure savings in services during the year were £501,000 (£1.123 million in services offset by direct transfers to reserves of £622,000). Adjustments of £180,000 were made to capital financing, increased interest earnings of £162,000 were received and retained business rates were £612,000 below the original budget. These variations enabled £1.583 million to be transferred to the Capital Programme Reserve, an increase of £851,000 from the original budget.

	Original Budget	Actual	Variation
	£000	£000	£000
Net Service Expenditure	18,737	17,614	(1,123)
Revenue Financing of Capital	1,265	1,085	(180)
Interest Earnings (Net)	(569)	(731)	(162)
Unringfenced Government Grants	(576)	(1,240)	(664)
Net Budget Requirement	18,857	16,728	(2,129)
Transfer to/(from) Earmarked Revenue Reserves	(298)	324	622
Transfer to/(from) Capital Programme Reserve	732	1,583	851
Contributions to/(from) Reserves	434	1,907	1,473
General Fund Budget	19,291	18,635	(656)
Council Tax Support Grants	(423)	(379)	44
Council Taxpayers	(13,117)	(13,117)	0
Collection Fund from previous years - Council Tax	94	94	0
Non-Domestic Rates Redistribution	(6,131)	(5,757)	374
Collection Fund from previous years - Business Rates	424	11,295	10,871
Additional Business Rates Section 31 Grant	0	(5,603)	(5,603)
Transfer to/(from) Business Rates Equalisation Reserve	0	(5,030)	(5,030)
Transfer to/(from) Budget Equalisation Reserve	(138)	(138)	0
(Increase)/Decrease in General Fund Balance	0	(0)	(0)

NARRATIVE STATEMENT

- **Housing Revenue Account**

The Housing Revenue account deficit for 2021/22 was £460,000 compared with an originally budgeted deficit of £350,000. Income was £295,000 lower than originally budgeted and there were increased levels of expenditure on Repairs and Maintenance of £662,000, offset by savings in Supervision and Management costs of £373,000 and £48,000 in capital financing costs. The balance on the account on 31 March 2022 was £1 million, after allowing for the transfer of £460,000 from earmarked reserves. The budget for 2022/23 anticipates a break-even position, after allowing for the transfer of £200,000 from reserves to cover earmarked projects.

	Original Budget	Actual	Variation
	£000	£000	£000
Income	(29,073)	(28,778)	295
Expenditure:			
Repairs and Maintenance	4,764	5,426	662
Supervision and Management	6,912	6,539	(373)
Capital Financing Costs	8,400	8,352	(48)
Other Expenditure	227	219	(8)
	(8,770)	(8,242)	528
Revenue Financing of Capital	9,120	8,702	(418)
(Surplus)/Deficit	350	460	110
Transfer to/(from) Earmarked Revenue Reserves	(350)	(460)	(110)
(Increase)/Decrease in Housing Revenue Account Balance	(0)	(0)	(0)

4. Pension Liability

The Council's Balance Sheet shows a net pension liability of £91.020 million, a reduction of £25.684 million from 31 March 2021. Whilst this has a substantial impact on the net worth of the Council, as recorded in the Balance Sheet, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy, as the deficit on the scheme will be made good by increased contributions over the working lives of employees.

NARRATIVE STATEMENT

5. Long Term Asset Impairments/Revaluations

In 2021/22 net increases in asset values credited to the Income and Expenditure Statement were £2.683 million, but these were offset by capital expenditure not enhancing value of £10.847 million, to arrive at a net impairment of £8.164 million. This compares with a net impairment debit of £7.192 million in 2020/21. These items are reflected in the Net Cost of Services. In addition, a net £35.179 million was credited to the Revaluation Reserve (£4.863 million in 2020/21).

	2020/21	2021/22
	£000	£000
Income and Expenditure Statement / Capital Adjustment Account		
Revaluation Increases	(9,609)	(11,610)
Revaluation Decreases	1,650	8,927
Net Revaluation (Increases)/Decreases	(7,959)	(2,683)
Capital Expenditure not enhancing asset value	15,151	10,847
Total Income and Expenditure Statement Impairments	7,192	8,164
Revaluation Reserve		
Revaluation Increases	(5,688)	(37,530)
Revaluation Decreases	825	2,351
Total Revaluation Reserve	(4,863)	(35,179)
Total Impairments/Revaluations	2,329	(27,015)

NARRATIVE STATEMENT

6. Capital Expenditure

The level of approved capital expenditure is reviewed regularly throughout the year, to ensure that it is achievable within the estimated resources available. The original Capital Programme for 2021/22 (including the gross value of the Coastal Regional Monitoring Programme) was £36.197 million. This was initially supplemented by rephasings of £488,000 from 2020/21. A review of the programme during the year, as reported through Financial Monitoring, reduced the approved budget to £31.828 million. Actual expenditure of £25.646 million was £6.182 million less than the last approved budget.

	Original Budget	Expenditure	Variance
	£000	£000	£000
Housing Revenue Account			
Major Repairs	6,050	5,115	(935)
Public Sector Disabled Adaptations	1,000	880	(120)
Acquisition and Development Programme	13,000	6,817	(6,183)
Environmental Enhancements	200	49	(151)
	20,250	12,861	(7,389)
Environment and Regulatory Services			
Coast Protection*	2,700	1,797	(903)
Public Conveniences	375	133	(242)
	3,075	1,930	(1,145)
Finance, Corporate Services and Improvement			
Depots	2,100	16	(2,084)
Commercial Property Investment	5,000	5,794	794
Residential Property Investment	0	333	333
Smarter Working	250	0	(250)
Information Technology	0	96	96
Vehicles, Plant and Equipment	3,462	3,084	(378)
	10,812	9,323	(1,489)
Housing Services			
Private Sector Disabled Adaptations/Home Repair Loans	1,200	901	(299)
	1,200	901	(299)
Leisure and Wellbeing			
Health and Leisure Centres	0	386	386
Open Space	265	226	(39)
	265	612	347
Planning and Infrastructure			
Mitigation Schemes	595	19	(576)
	595	19	(576)
	36,197	25,646	(10,551)
Less:			
Coastal Regional Monitoring Programme*	(2,096)	(1,630)	466
	34,101	24,016	(10,085)

NARRATIVE STATEMENT

The actual expenditure of £24.016 million was financed by:

	£000	%
Capital Reserve	2,655	11.05
Revenue Contributions to Capital	386	1.61
Loan - General	7,583	31.58
Capital Receipts	2,779	11.57
Grant	1,666	6.94
Developers' Contributions	246	1.02
Other (HRA Repairs and Maintenance)	8,701	36.23
	24,016	100.00

7. Funding of Future Capital Expenditure

The level of capital expenditure is reviewed and approved annually through the Capital Strategy, in accordance with the estimated resources available.

As at 31 March 2022 the Council had useable reserves/receipts of £44.007 million for capital expenditure purposes (Earmarked Reserves £11.729 million, Capital Programme Reserve £12.004 million, Developers' Contributions and Community Infrastructure Levy £12.378 million, Capital Grants Receipts in Advance £2.001 million and Capital Receipts Reserve £5.895 million). These reserves may be supplemented by loans raised under Prudential Borrowing, grants, new capital receipts and contributions from the revenue accounts.

The approved original capital expenditure budget for 2022/23 is £42.074 million, including £24.900 million of schemes to be funded from Housing Revenue Account resources. The estimated total resources for 2022/23 will be sufficient to finance the Council's planned expenditure.

In February 2017, the Council approved a strategy to invest in commercial property. The strategy set out a £30 million fund and an intention to invest within the District for the purpose of economic redevelopment, support and regeneration, and income generation. The timing of prospective purchases is not known, and so the original budgets do not currently allow for any of this expenditure. In December 2017, the Council approved a strategy to invest in residential property, giving the Council the opportunity to become a private sector landlord with the benefit of a proven track record in rental property management. The financing of the future capital expenditure in relation to the roll-out of both investment strategies will be an appropriate mix of use of capital reserves, internal and prudential borrowing.

NARRATIVE STATEMENT

8. Current Economic Climate / Future Service Delivery

The Council's General Fund balance reserve as shown within these 2021/22 accounts and as included in the setting of the 2022/23 budget is £3 million and is available to support the budget and delivery of services in any given year. Other General Fund earmarked reserves total £13.095 million. The Housing Acquisitions and Development Reserve is £11.729 million and the Housing Revenue Account balance is £1 million. In addition, the Housing Revenue Account ICT reserve is £240,000 as at 31 March 2022.

The Council's Medium Term Financial Plan as adopted in February 2022 included a forecast on the latest expectations with regards to Retained Business Rate income, pay and price expenditure pressures, and laid out areas of work underway that would make a significant contribution towards achieving a balanced budget over the Medium Term.

In February 2021, the Council made a decision to contract a partner to operate and maintain the District Council's five Leisure Centres to commence on 1 July 2021 for a 11 year period with an option to extend for a further 4 years.

9. National Non Domestic Rates (Business Rates)

During 2021/22 the Government granted business rates relief to retail, hospitality and leisure services and compensated Councils for these reliefs with additional Section 31 grant. The legislation that governs Collection Fund accounting means that these reliefs result in a deficit in the Collection Fund in the year, which will not be charged to the Council's General Fund until 2022/23 but the additional S31 grant is credited to the Council's General Fund in 2021/22, resulting in an inflated year end General Fund position. The reliefs are shown as a deficit within the overall negative Collection Fund Adjustment Account reserve balance of £5.906 million and £6.327 million has been transferred to a new Business Rates Reserve to be drawn down in 2022/23 to offset the charge from the Collection Fund in that year.

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

Restated 2020/21				2021/22			
Gross Expend £000	Gross Income £000	Net Expend £000		Note	Gross Expend £000	Gross Income £000	Net Expend £000
256	(2)	254	Business, Tourism and High Streets		342	(3)	339
11,966	(4,997)	6,969	Environment and Coastal Services		10,414	(6,108)	4,306
39,035	(35,152)	3,883	Finance, Investment and Corporate Services		34,679	(31,562)	3,117
6,685	(4,651)	2,034	Housing and Homelessness Services		7,857	(5,296)	2,561
457	(16)	441	Leader		482	(5)	477
11,979	(2,969)	9,010	Partnering and Wellbeing		18,512	(2,171)	16,341
8,052	(4,838)	3,214	People and Places		8,520	(4,914)	3,606
4,558	(1,968)	2,590	Planning, Regeneration and Infrastructure		5,172	(2,043)	3,129
82,988	(54,593)	28,395	General Fund		85,978	(52,102)	33,876
24,767	(28,097)	(3,330)	Housing Revenue Account		21,037	(28,742)	(7,705)
107,755	(82,690)	25,065	Cost of Services		107,015	(80,844)	26,171
			Other Operating Expenditure				
6,519			Town and Parish Council Precepts		6,667		
662			Payments to the Government Housing Capital Receipts Pool		575		
	(1,072)		(Gains)/Losses on the disposal of Non-Current Assets			(2,723)	
		6,109	Total Other Operating Expenditure				4,519
			Financing and Investment Income and Expenditure				
			Interest Payable and Similar Charges:				
19			- General Fund		14		
4,245			- HRA		4,158		
3			Expected Credit (Gain)/Loss on Investments			(1)	
45	(1,177)		Changes in the fair value of Investments		152	(1,530)	
	(843)		Other Investment Income			(768)	
2,242			Net interest on the net defined benefit liability/(asset)	42	2,407		
7			Income, expenditure and changes in the fair value of Investment Properties	12		(937)	
		4,541	Total Financing and Investment Income and Expenditure				3,495
			Taxation and Non-Specific Grant Income				
	(19,339)		Council Tax Income (incl. Parish precepts)			(20,036)	
	(5,942)		Non-Domestic Rates Income and Expenditure	44		(5,095)	
	(6,816)		Unringfenced Government Grants	44		(1,619)	
	(3,714)		Capital Grants and Contributions	44		(2,103)	
		(35,811)	Total Taxation and Non-Specific Grant Income				(28,853)
121,497	(121,593)	(96)	(Surplus)/Deficit on the Provision of Services	5	120,988	(115,656)	5,332
	(4,863)		(Surplus)/Deficit arising from the revaluation of Property, Plant and Equipment Assets			(35,179)	
11,276			Re-measurement of the defined benefit liability/(asset)	42		(34,127)	
		6,413	Other Comprehensive Income and Expenditure				(69,306)
		6,317	Total Comprehensive Income and Expenditure				(63,974)

Total Comprehensive Income and Expenditure has moved by £70.291 million between 2020/21 and 2021/22. The reasons for this are detailed in Note 6. The Council adopted a new Portfolio structure in 2021/22, therefore the 2020/21 prior year comparators have been restated.

Mr A Bethune FCCA – Chief Finance Officer (S151)

Date TBC

EXPENDITURE AND FUNDING ANALYSIS
(supporting note to the Comprehensive Income and Expenditure Statement)

	2021/22		
	Income and Expenditure chargeable to the General Fund and HRA	Adjustments between the Funding and Accounting Basis	Net Expenditure for the equivalent amounts in the Comprehensive Income and Expenditure Statement
	£000	£000	£000
2021/22:			
Business, Tourism and High Streets	276	63	339
Environment and Coastal Services	3,578	728	4,306
Finance, Investment and Corporate Services	2,384	733	3,117
Housing and Homelessness Services	2,001	560	2,561
Leader	401	76	477
Partnering and Wellbeing	5,757	10,584	16,341
People and Places	3,116	490	3,606
Planning, Regeneration and Infrastructure	2,084	1,045	3,129
General Fund	19,597	14,279	33,876
Housing Revenue Account	(7,841)	136	(7,705)
Cost of Services	11,756	14,415	26,171
Total Other Operating Expenditure	6,667	(2,148)	4,519
Total Financing and Investment Income and Expenditure	2,750	745	3,495
Total Taxation and Non-Specific Grant Income	(26,750)	(2,103)	(28,853)
(Surplus)/Deficit on the Provision of Services	(5,577)	10,909	5,332
Other Comprehensive Income and Expenditure	12,338	(81,644)	(69,306)
Total Comprehensive Income and Expenditure	6,761	(70,735)	(63,974)
Opening General Fund and HRA Balances	(4,000)		
Less Deficit/(Surplus) on General Fund and HRA in Year	6,761		
Transfer to/ (from) Earmarked Reserves	(6,761)		
Closing General Fund and HRA Balances	(4,000)		
Restated 2020/21:			
Business, Tourism and High Streets	216	38	254
Environment and Coastal Services	4,520	2,449	6,969
Finance, Investment and Corporate Services	3,007	876	3,883
Housing and Homelessness Services	1,686	347	2,033
Leader	373	69	442
Partnering and Wellbeing	7,540	1,470	9,010
People and Places	3,046	168	3,214
Planning, Regeneration and Infrastructure	1,931	659	2,590
General Fund	22,319	6,076	28,395
Housing Revenue Account	(7,986)	4,656	(3,330)
Cost of Services	14,333	10,732	25,065
Total Other Operating Expenditure	6,519	(410)	6,109
Total Financing and Investment Income and Expenditure	2,924	1,617	4,541
Total Taxation and Non-Specific Grant Income	(32,096)	(3,715)	(35,811)
(Surplus)/Deficit on the Provision of Services	(8,320)	8,224	(96)
Other Comprehensive Income and Expenditure	(5,898)	12,311	6,413
Total Comprehensive Income and Expenditure	(14,218)	20,535	6,317
Opening General Fund and HRA Balances	(4,000)		
Less Deficit/(Surplus) on General Fund and HRA in Year	(14,218)		
Transfer to/ (from) Earmarked Reserves	14,218		
Closing General Fund and HRA Balances	(4,000)		

See Note 5 for further analysis. The Council adopted a new Portfolio structure in 2021/22, therefore the 2020/21 prior year comparators have been restated.

MOVEMENT IN RESERVES STATEMENT

	General Fund Balance	Earmarked General Fund / HRA Reserves	Housing Revenue Account	Capital Programme Reserve	Capital Receipts Reserve	Community Infrastructure Levy Unapplied	Developers' Contributions Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Balance at 31 March 2020	(3,000)	(19,314)	(1,000)	(10,297)	(4,618)	(5,212)	(4,247)	(47,688)	(225,488)	(273,176)
<i>Movement in reserves during 2020/21</i>										
(Surplus)/deficit on the provision of services	586	0	(682)	0	0	0	0	(96)	0	(96)
Other comprehensive income and expenditure	0	0	0	0	0	0	0	0	6,413	6,413
Total Comprehensive Income and Expenditure	586	0	(682)	0	0	0	0	(96)	6,413	6,317
Adjustments between accounting basis and funding basis under regulations (note 8)	(16,147)	0	2,025	0	1,047	(786)	(361)	(14,222)	14,222	0
Net (Increase)/Decrease Before Transfers to Earmarked Reserves	(15,561)	0	1,343	0	1,047	(786)	(361)	(14,318)	20,635	6,317
Transfers to/(from) earmarked reserves (notes 9/10)	15,561	(12,372)	(1,343)	(1,846)	0	0	0	0	0	0
(Increase) / Decrease in Year	0	(12,372)	0	(1,846)	1,047	(786)	(361)	(14,318)	20,635	6,317
Balance at 31 March 2021	(3,000)	(31,686)	(1,000)	(12,143)	(3,571)	(5,998)	(4,608)	(62,006)	(204,853)	(266,859)
<i>Movement in reserves during 2021/22</i>										
(Surplus)/deficit on the provision of services	11,580	0	(6,248)	0	0	0	0	5,332	0	5,332
Other comprehensive income and expenditure	0	0	0	0	0	0	0	0	(69,306)	(69,306)
Total Comprehensive Income and Expenditure	11,580	0	(6,248)	0	0	0	0	5,332	(69,306)	(63,974)
Adjustments between accounting basis and funding basis under regulations (note 8)	(6,210)	0	7,639	0	(2,324)	(1,025)	(182)	(2,102)	2,102	0
Net (Increase)/Decrease Before Transfers to Earmarked Reserves	5,370	0	1,391	0	(2,324)	(1,025)	(182)	3,230	(67,204)	(63,974)
Transfers to/(from) earmarked reserves (notes 9/10)	(5,370)	6,622	(1,391)	139	0	0	0	0	0	0
(Increase) / Decrease in Year	0	6,622	0	139	(2,324)	(1,025)	(182)	3,230	(67,204)	(63,974)
Balance at 31 March 2022	(3,000)	(25,064)	(1,000)	(12,004)	(5,895)	(7,023)	(4,790)	(58,776)	(272,057)	(330,833)

BALANCE SHEET AS AT 31 MARCH

2020/21			2021/22	
£000	£000		£000	£000
		Notes		
		Long-Term Assets		
		Property, Plant and Equipment:		
384,811		Council Dwellings	11	418,832
67,842		Other Land and Buildings	11	61,911
2,437		Vehicles, Plant and Equipment	11	4,508
3,064		Infrastructure	11	2,771
537		Community Assets	11	537
3,286	461,977	Assets Under Construction	11	3,986
	12,384	Investment Property	12	18,463
	17,120	Long-Term Investments	14	16,824
	2,712	Long-Term Debtors	15	3,449
	494,193	Total Long-Term Assets		531,281
		Current Assets		
25,053		Short-Term Investments	16	46,530
267		Inventories	17	283
17,491		Short-Term Debtors	18	11,165
(2,987)		Bad Debt Provision	18	(2,718)
8,878		Cash and Cash Equivalents	19	24,572
	48,702	Total Current Assets		79,832
	542,895	Total Assets		611,113
		Current Liabilities		
(4,346)		Short-Term Borrowing	20	(4,345)
(27,435)		Short-Term Creditors	21	(60,024)
	(31,781)	Total Current Liabilities		(64,369)
		Long-Term Liabilities		
(122,605)		Long-Term Borrowing	22	(118,305)
(2,968)		Provisions	23	(4,020)
(1,401)		Capital Grants - Receipts in Advance	24	(2,001)
(577)		Developers' Contributions - Receipts in Advance	25	(565)
(116,704)		Net Pensions Liability	42	(91,020)
	(244,255)	Total Long-Term Liabilities		(215,911)
	266,859	Net Assets		330,833
		Usable Reserves		
3,000		General Fund Balance		3,000
31,686		Earmarked Reserves	9	25,064
1,000		Housing Revenue Account Balance		1,000
12,143		Capital Programme Reserve	10	12,004
3,571		Capital Receipts Reserve	26	5,895
5,998		Community Infrastructure Levy Unapplied	27	7,023
4,608	62,006	Developers' Contributions Unapplied	27	4,790
		Unusable Reserves		
46,595		Revaluation Reserve	28	81,324
286,484		Capital Adjustment Account	29	286,419
(90)		Financial Instruments Revaluation Reserve	30	1,288
444		Deferred Capital Receipts Reserve	31	476
(116,704)		Pensions Reserve	32	(91,020)
(11,283)		Collection Fund Adjustment Account	33	(5,906)
(593)	204,853	Accumulating Absences Adjustment Account	37	(524)
	266,859	Total Reserves		272,057
				330,833

Mr A Bethune FCCA – Chief Finance Officer (S151)

Date TBC

CASH FLOW STATEMENT

2020/21		Notes	2021/22
£000			£000
(96)	Net (surplus) or deficit on the provision of services		5,332
(22,408)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	34	(42,606)
2,165	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	34	5,580
(20,339)	Net cash flows from Operating Activities		(31,694)
20,685	Investing Activities	35	34,015
9,329	Financing Activities	36	(18,015)
9,675	Net (increase) or decrease in cash and cash equivalents		(15,694)
(18,553)	Cash and cash equivalents at the beginning of the reporting period		(8,878)
(8,878)	Cash and cash equivalents at the end of the reporting period	19	(24,572)

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

i) General Principles

The Statement of Accounts summarises the Council's transactions for the 2021/22 financial year and its position at the year end of 31 March 2022. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015. These Regulations require the accounts 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 2021/22 and the Service Reporting Code of Practice 2021/22 supported by International Financial Reporting Standards (IFRS).

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

ii) Accruals of Income and Expenditure (Debtors and Creditors)

The accounts of the Council are prepared on an accruals basis. This means that the sums due to or from the Council during the year are included in the accounts, whether or not the cash has actually been received or paid in the year in question. In particular:

- Income from fees, charges and rents is recognised when the Council provides the relevant goods or services.
- Supplies and services expenditure is recorded as expenditure when the supplies or services 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.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where income or expenditure has 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.

Accruals have been made for all known material revenue and capital debtors and creditors for goods and services supplied by and to the Council during the year.

Exceptions to this policy are housing benefit payments, housing rents, utility costs and similar quarterly payments that are not apportioned when the period of charge does not coincide exactly with the end of the financial year. This policy is consistently applied each year and therefore does not have a material effect on the year's accounts.

NOTES TO THE ACCOUNTS

iii) Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature or can be called within 24 hours and that are readily convertible to known amounts of cash with insignificant risk of change in value.

The Council will treat the following as cash and cash equivalents:

- Instant Access Call Accounts
- Instant Access Money Market Funds
- Deposits with one day to maturity

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.

iv) Changes in Accounting Policies, Material Errors and Changes in Accounting Estimates

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error.

Changes in accounting policies are only made when required by proper accounting practices or where 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 also corrected retrospectively by amending opening balances and comparative amounts for the prior period.

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.

v) 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 fixed assets during the year:

- Depreciation attributable to the assets used by the relevant service
- Revaluation and impairment losses on assets used by the service where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off
- Amortisation of intangible fixed assets attributable to the service

The Council is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisations. Charges are therefore mitigated by way of an adjusting transaction with the Capital Adjustment Account via the Movement in Reserves Statement. The Council is however required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement. This is calculated on a prudent basis determined by the Council in accordance with statutory guidance.

NOTES TO THE ACCOUNTS

vi) 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.

vii) 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.

viii) Employee Benefits

Benefits Payable During Employment

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as 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 made for the cost of holiday entitlements (or any form of leave e.g. flexi time) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that benefits are charged to revenue in the financial year in which the 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. They are charged to services on an accruals basis in the Comprehensive Income and Expenditure Statement when the Council is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the 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 or payable to the pension fund and pensioners.

NOTES TO THE ACCOUNTS

Post Employment Benefits

Most employees of the Council are members of the Local Government Pensions Scheme, administered by Hampshire County Council.

Detailed regulations govern rates of contribution and scales of benefits, the latter normally being in the form of a lump sum and annual pension.

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

- * The liabilities of the Hampshire 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, using a calculated discount rate based on a series of calculations for high quality corporate bonds over a range of periods.
- * The assets of Hampshire 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
 - property – market value.
- * The change in the net pension 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 Cost of Services in the Comprehensive Income and Expenditure Statement as part of Non-Distributed Costs.
 - **Net interest on the net defined benefit liability (asset)** – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. It 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 (asset) at the beginning of the period, taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.

NOTES TO THE ACCOUNTS

Re-measurements comprising

- **Return on plan assets** – excluding amounts included in net interest on the net defined benefit liability (asset), charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- **Actuarial Gains and Losses** – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- **Contributions paid to the Hampshire 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 or payable to the pension fund and pensioners. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Discretionary Benefits – The 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.

ix) Events after the Balance Sheet Date

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

- those that provide evidence of conditions that existed at the end of the reporting period – the Statement of Accounts is adjusted to reflect such events
- 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.

x) Exceptional Items

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

NOTES TO THE ACCOUNTS

xi) Financial Instruments

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

Financial liabilities are obligations to transfer economic benefits controlled by the Council and can be represented by contractual obligations to deliver cash or financial assets or obligations to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Council.

The Council's financial liabilities held during the year are measured at amortised cost.

Financial Assets are rights to future economic benefits controlled by the Council that are represented by cash, equity instruments or contractual rights 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 are accounted for under the following classifications:

Amortised Cost – where cash flows are solely payments of principal and interest and the Council's business model is to collect those cash flows

Fair value through other comprehensive income – where cash flows are solely payments of principal and interest and the Council's business model is to both collect those cash flows and sell the instrument and equity investments that the Council has elected into this category

Fair value through profit and loss – all other financial assets

xii) Foreign Currency Translation

Where the Council has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date the transaction was effective. Where amounts in foreign currency are outstanding at the year-end they are reconverted at the exchange rate at 31 March. Resulting gains or losses are recognised in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

xiii) 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 Account until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

NOTES TO THE ACCOUNTS

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as Creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring-fenced 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 reserve. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

xiv) Heritage Assets

The Council has concluded that obtaining valuations for currently held Heritage Assets would involve a disproportionate cost in comparison to the benefits to the users of Council's financial statements and therefore has not recognised the assets on the Balance Sheet. Should the Council obtain any additional Heritage Assets in the future each asset would be considered for inclusion at the time.

xv) Intangible Assets

The Council accounts for expenditure on Intangible Assets, such as software licences and website development, as revenue expenditure and therefore there is no asset recognition on the Balance Sheet.

xvi) Inventories

Stocks are recorded in the Balance Sheet and charged to services at actual cost and stores items at average cost. This is not materially different from the recommended practice of carrying them at the lower of cost or net realisable value. Care is taken to write out any obsolescent stocks.

xvii) Investment Property

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

Investment properties are measured initially at cost and subsequently at fair value, based on the amount at which the asset could be exchanged between knowledgeable parties at arm's-length. Properties are not depreciated but are re-valued 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.

Investment properties under construction are measured at fair value once it is possible to measure reliably the fair value of the investment property and at cost before that date.

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

NOTES TO THE ACCOUNTS

the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and the Capital Receipts Reserve.

xviii) 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

Where the Council leases a material asset under a finance lease it would be recognised in the accounts as if it were the Council's asset and then treated in the same way as any other Property, Plant and Equipment asset, other than 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 currently has no such Finance Leases.

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefitting from use of the leased property, plant or equipment.

The Council as Lessor

Finance Leases

Where the Council grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. The rentals receivable are treated partly as capital receipts (for the principal element) and partly as revenue interest income. If not paid in full the balance due is held as a Long-Term Debtor in the Balance Sheet and is written down when payments are received.

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 relevant service area in the Comprehensive Income and Expenditure Statement.

NOTES TO THE ACCOUNTS

xix) Overheads and Support Services

The costs of overheads and support services are charged to those that benefit from the supply or service in accordance with the costing principles of the CIPFA Service Reporting Code of Practice 2021/22 (SeRCOP). The total absorption costing principle is used – the full cost of overheads and support services are shared between users in proportion to the benefits received, with the exception of:

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

xx) 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 over a number of years and the cost of the item can be measured reliably. This determination will be made by the Responsible Financial Officer based upon a reasonable and prudent judgement. Leisure and ICT equipment will generally not be capitalised. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

A de minimis level is set for operational assets below which expenditure is not capitalised.

<u>Category of Property, Plant and Equipment Assets</u>	<u>De minimis level</u>
Council dwellings	£25,000
Other land and buildings	£10,000
Vehicles, plant and equipment	£10,000
Infrastructure assets	£10,000

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.

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

The cost of assets acquired other than by purchase 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.

NOTES TO THE ACCOUNTS

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

- Infrastructure, Vehicles, Plant and Equipment, Community Assets and Assets Under Construction – depreciated historical cost.
- Dwellings – fair value, determined using the basis of existing use value for social housing (EUV-SH).
- All other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV).

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

Where non-property assets have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for fair value.

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

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

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

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

Impairment

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

Where impairment losses are identified, they are accounted for:

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

NOTES TO THE ACCOUNTS

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 where the useful life is in excess of 50 years or where assets are 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:

- * Non-HRA dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by the valuer.
- * HRA Dwellings – componentisation applied and depreciated according to the average remaining useful life expectancies.
- * vehicles, plant and equipment – a percentage of the value of each class of assets in the Balance Sheet, as advised by a suitably qualified officer.
- * infrastructure – coast protection - straight-line allocation over 20 years.
land drainage and public lighting - straight-line allocation over 40 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, the components are depreciated separately.

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

Depreciation is applied in the year in which the asset is acquired and is charged using the straight-line method.

The Remaining Useful Life of the Council's Non-Current Assets

The Council's Property, Plant and Equipment are depreciated over the remaining useful life of the asset as determined by the Council's valuers. Any land owned by the Council is not deemed to have a finite life and is not depreciated.

Investment assets are not depreciated and have a remaining life of 50 years or more.

The following table indicates the estimated remaining useful life of each type of non-current asset owned by the Council. Each category of asset consists of different assets with varying remaining lives, therefore the table shows the range of asset lives within each category.

NOTES TO THE ACCOUNTS

Type of Asset	Remaining Useful Asset Life at 31 March 2022
Council Dwellings	Up to 60 years
Council Garages	60 years
Depots	60 years
Public Conveniences	Between 1 and 60 years
Offices	Between 50 and 60 years
Cemeteries	Indefinite
Health and Leisure Centres	60 years
Equipment	Up to 19 years
Coastal Protection Works	Up to 11 years
Land Drainage Works	Up to 23 years
Public Lighting Works	Up to 21 years
Residential Dwellings	An average of 46 years
Investment Properties	50+ years

xxi) Disposals and Non-Current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is re-valued 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 losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale.

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

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 are categorised as capital receipts. For Council Dwellings sold under the Right to Buy Scheme a proportion of the receipts, net of statutory deductions and allowances) 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.

NOTES TO THE ACCOUNTS

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

xxii) Private Finance Initiative (PFI) and Similar Contracts

The Council has not entered into any PFI schemes or similar contracts.

xxiii) 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.

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 authority settles the obligation.

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

Certain reserves are kept in order to manage the accounting processes for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the Authority – these reserves are explained in the relevant notes.

NOTES TO THE ACCOUNTS

xxv) Revenue Expenditure Funded from Capital Under Statute

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

xxvi) Value Added Tax (VAT)

Income and expenditure in the Statement of Accounts excludes any amounts related to VAT other than any irrecoverable VAT which is charged to the service to which the supply related.

xxvii) Fair Value Measurements

The Council measures some of its non-financial assets, such as surplus assets and investment properties 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 on the same basis that market participants would use when pricing the asset or liability, assuming those market participants were acting 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 appropriate valuation techniques for each circumstance, maximising the use of relevant known data and minimising the use of estimates or unknowns. This takes into account the three levels of categories for inputs to valuations for fair value assets:

- Level 1 – quoted prices.
- Level 2 – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 – unobservable inputs for the asset or liability

NOTES TO THE ACCOUNTS

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

The Code of Practice of Local Authority Accounting in the United Kingdom requires changes in accounting policy to be applied retrospectively unless alternative transitional arrangements are specified. In addition, disclosure is required for the impact of an accounting change that will be required by a new standard that has been issued but not yet adopted by the Code.

The standards that may be relevant for additional disclosures that will be required in future financial statements in respect of accounting changes that are introduced in the 2022/23 Code are:

Annual improvements to IFRS Standards 2018-2020. The annual IFRS improvement programme notes 4 changed standards:

- IFRS 1 (First- time adoption) – amendment relates to foreign operations of acquired subsidiaries transitioning to IFRS
- IAS 37 (Onerous contracts) – clarifies the intention of the standard
- IFRS 16 (Leases) – amendment removes a misleading example that is not referenced in the Code material
- IAS 41 (Agriculture) – one of a small number of IFRSs that are only expected to apply to local authorities in limited circumstances

Property, Plant and Equipment: Proceeds before Intended Use (Amendments to IAS16)

The impact of these accounting standards has not yet been assessed, however is not likely to be material.

3. JUDGEMENTS MADE IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in this document the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events.

The critical judgements that have the most significant effect on the amounts in the financial statements are:

Asset reclassifications – the Council has made judgements on whether assets are classified as Investment Property or Property, Plant and Equipment. If the asset is used in the delivery of services or is occupied by third parties who are subsidised by the Council they are deemed to be Property, Plant and Equipment assets. If the asset is being held solely for capital appreciation or rental income, there is no subsidy and/or full market rent is being charged this would indicate that the asset is an Investment Property. The classification determines the valuation method to be used.

Lease classifications – the Council has made judgements on whether its lease arrangements are operating leases or finance leases. These judgements are based on a series of tests designed to assess whether the risks and rewards of ownership have been transferred from the lessor to the lessee. The results of the tests are taken “in the round” and a decision has been made. The accounting treatment for operating and finance leases is significantly different (see accounting policy on Leases) and could have a significant effect on the accounts.

NOTES TO THE ACCOUNTS

Contractual arrangements – the Council has made judgements on whether its contractual arrangements contain embedded leases (i.e. arrangements that are not legally leases but take the form of payments in return for the use of specific assets).

Providing for potential liabilities – the Council has made judgements about the likelihood of pending liabilities and whether a provision should be made or whether there is a contingent liability. The judgements are based on the degree of certainty around the results of pending legal actions.

Doubtful debts allowances – the Council has made judgements about the level of doubtful debts allowances that it needs to provide for. These judgements are based on historical experience of debtor defaults adjusted for the current economic climate.

4. UNCERTAINTIES RELATING TO ASSUMPTIONS AND ESTIMATES USED

The preparation of financial statements 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 revenues and expenses 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 as follows:

Item	Uncertainties	Effect if Actual Results Differ from Assumptions/Estimates
Doubtful Debt Allowances	The Council has made allowances for doubtful debts of £2.718 million in 2021/22 (£2.987 million in 2020/21) based on what it believes to be a prudent but realistic level. The allowances are based on: Council Tax and Non-domestic rate payers – ranges from 5% of debts at bill stage to 50% of debts at Liability Order stage. Sundry Debtors including Overpaid Housing Benefits -100% of debts over 1 year. Housing Rents - Former tenants 95%, current tenants, various percentages ranging from 0% on debts up to £100 and 95% on debts over £1,000.	If debt collection rates were to deteriorate or improve, a 5% change in the allowances would require an adjustment of £136,000 (£149,000 in 2020/21).

NOTES TO THE ACCOUNTS

Item	Uncertainties	Effect if Actual Results Differ from Assumptions/Estimates
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.	The effects on the net pensions' liability of changes in individual assumptions are detailed in Note 42. During 2021/22, the Council's actuaries advised that the net pension liability had increased by £1.094 million due to estimates being corrected, as a result of experience and reduced by £24.045 million due to updating of the assumptions used in the calculations.
Accumulating Absences	The calculated figure is comprised of annual leave entitlement and flexi/lieu time. The carried forward leave on the system has been used to calculate the accrual for annual leave. The number of days taken in flexi leave/lieu time has been used as the base for calculating the accrual at the end of the relevant year.	The accumulated absences amount recorded for 2021/22 is £524,000. A 5% increase in the accrual would amount to £26,200. This would not impact on the usable reserves of the Council.
Business Rates Appeals Provision	The provision of £3.400 million made by the Council is its 40% share of an overall provision of £8.499 million provision made in the Collection Fund. The overall figure is based on a national estimate of 3.6% successful appeals on the gross rateable value, less appeals already settled and adjusted for major appeals that have been notified by the Valuation Office as being in hand and likely to be successful, but not yet settled.	The Council would be impacted by circa 20% of any under or over provision, but any loss would be restricted to a reduction in resources of £2.362 million before Safety Net Grant arrangements apply.

NOTES TO THE ACCOUNTS

Item	Uncertainties	Effect if Actual Results Differ from Assumptions/Estimates
Housing Stock Valuation	<p>The Council adopts the Beacon methodology to annually revalue the Housing stock owned by the Council. The method adopted divides Towns and Parishes across the District into 5 pools, with a single pool being used to inform the Beacon indices each year on a cyclical basis. The pools were revised during 2017/18 to include Towns and Parishes across the District, rather than being too heavily weighted to a specific geographical area. Each year, it is recognised that the Beacon indices may well result in differing valuations when making a comparison against the national house price benchmark.</p>	<p>Over the 5 year period of valuation, the methodology does result in a fair market average valuation being carried in the Council's balance sheet. In any one year however, depending on the pool used to inform the Beacon indices, a variation can occur against the Land Registry house price benchmark. In 2021/22, the NFDC Beacon indices totaled 9.3%, whereas the South East benchmark totaled 1.2%. The resultant difference in these figures equates to circa £32.8 million.</p>
Property, Plant and Equipment	<p>The Council carries out a rolling programme of valuations for PPE and £468 million of assets were valued in 2021/22</p> <p>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.</p>	<p>A 1% change to the PPE valuations made for the year would change the reported value of PPE by £4.68 million.</p> <p>If the useful life of assets is reduced, depreciation increases and the carrying value of the asset falls. It is estimated that the annual depreciation charge for PPE would increase by £172,000 if the useful lives were reduced by one year.</p>
Investment Properties	<p>The Council values its investment properties annually and the fair value at 31 March 2022 was £18.5 million.</p>	<p>A 1% change in the valuation of investment properties would change the reported value by £185,000.</p>
Britain leaving the European Union: asset values and pension liability	<p>There is a high level of uncertainty about the implications of Britain leaving the European Union. The assumption has been made that any outcome arising from the transition, or on-going sticking points will not significantly impair the value of the Council's assets or change the discount rate. However, this assumption needs to be revisited and reviewed regularly.</p>	<p>Higher impairment allowances may need to be charged in the future if asset values fall. If the discount rate changes, the size of the net pension liability will also vary.</p>

NOTES TO THE ACCOUNTS

5. NOTES TO THE EXPENDITURE AND FUNDING ANALYSIS

This note provides a reconciliation of the main adjustments to Net Expenditure Chargeable to the General Fund and Housing Revenue Account balances to arrive at the amounts in the Comprehensive Income and Expenditure Statement. The relevant transfers between reserves are explained in the Movement in Reserves Statement.

Adjustments for Capital Purposes

- Depreciation, impairment and revaluation gains/losses on Property, Plant and Equipment and Investment Properties.
- Gains/losses on the Disposal of Non-Current Assets.
- Payments to the Government Housing Capital Receipts Pool.
- Capital grants, income and contributions.
- Provision for the financing of Capital Investment.
- Capital expenditure charged against the General Fund and Housing Revenue Account balances.

Net Change for Pensions Adjustments

- Replacement of employer pension contributions allowed by statute with current and past service costs.
- Net interest on the net defined benefit liability/(asset).
- Re-measurement of the defined benefit liability/(asset).

Other Differences

- Amount by which council tax and business rates income credited to the Comprehensive Income and Expenditure Statement is different from the amount calculated for the year in accordance with statutory requirements.
- Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from the amount chargeable in the year in accordance with statutory requirements.

The Council adopted a new Portfolio structure in 2021/22, therefore the 2020/21 prior year comparators have been restated.

NOTES TO THE ACCOUNTS

Adjustments from the General Fund to arrive at the Comprehensive Income and Expenditure Amounts:

Adjustment between Funding and Accounting Basis				
	Adjustment for Capital Purposes	Net Change for the Pension Adjustments	Other Differences	Total Adjustments
	£000	£000	£000	£000
2021/22:				
Business, Tourism and High Streets	0	63	0	63
Environment and Coastal Services	104	633	(9)	728
Finance, Investment and Corporate Services	111	635	(13)	733
Housing and Homelessness Services	1	559	0	560
Leader	0	79	(3)	76
Partnering and Wellbeing	9,200	1,410	(26)	10,584
People and Places	191	298	1	490
Planning, Regeneration and Infrastructure	0	1,052	(7)	1,045
General Fund	9,607	4,729	(57)	14,279
Housing Revenue Account	(1,158)	1,306	(12)	136
Net Cost of Services	8,449	6,035	(69)	14,415
Other Income and Expenditure from the Expenditure and Funding Analysis	(46,678)	(31,718)	(6,754)	(85,150)
Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	(38,229)	(25,683)	(6,823)	(70,735)
Restated 2020/21:				
Business, Tourism and High Streets	0	35	3	38
Environment and Coastal Services	2,067	348	34	2,449
Finance, Investment and Corporate Services	422	419	35	876
Housing and Homelessness Services	17	303	27	347
Leader	0	63	6	69
Partnering and Wellbeing	400	991	79	1,470
People and Places	(59)	216	11	168
Planning, Regeneration and Infrastructure	0	608	51	659
General Fund	2,847	2,983	246	6,076
Housing Revenue Account	3,858	731	67	4,656
Net Cost of Services	6,705	3,714	313	10,732
Other Income and Expenditure from the Expenditure and Funding Analysis	(14,591)	13,518	10,875	9,802
Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	(7,886)	17,232	11,188	20,534

NOTES TO THE ACCOUNTS

Expenditure and Income Analysed by Nature:

2020/21		2021/22
£000	Expenditure	£000
31,644	Employee benefits expenses	31,107
56,631	Other services expenses	55,090
2,727	Support Service recharges	2,476
16,798	Depreciation, amortisation and impairment	18,494
6,516	Interest Payments	6,579
6,519	Precepts and Levies	6,667
662	Payments to Housing Capital Receipts Pool	575
121,497	Total Expenditure	120,988
	Income	
(43,126)	Fees, charges and other service income	(43,657)
(1,072)	Gain on the disposal of assets	(2,723)
(2,020)	Interest and investment income	(3,235)
(19,339)	Income from council tax	(20,036)
(56,036)	Government grants and contributions	(46,005)
(121,593)	Total Income	(115,656)
(96)	(Surplus) or Deficit on the Provision of Services	5,332

Segmental Income:

	Government Grant and Other Income	Fees, Charges and Other Service Income	Total
	£000	£000	£000
2021/22:			
Business, Tourism and High Streets	0	(3)	(3)
Environment and Coastal Services	(588)	(5,520)	(6,108)
Finance, Investment and Corporate Services	(29,545)	(2,017)	(31,562)
Housing and Homelessness Services	(2,274)	(3,022)	(5,296)
Leader	(2)	(3)	(5)
Partnering and Wellbeing	(274)	(1,897)	(2,171)
People and Places	(4,325)	(589)	(4,914)
Planning, Regeneration and Infrastructure	(179)	(1,864)	(2,043)
General Fund	(37,187)	(14,915)	(52,102)
Housing Revenue Account	0	(28,742)	(28,742)
	(37,187)	(43,657)	(80,844)
Restated 2020/21:			
Business, Tourism and High Streets	0	(2)	(2)
Environment and Coastal Services	(302)	(4,695)	(4,997)
Finance, Investment and Corporate Services	(33,451)	(1,701)	(35,152)
Housing and Homelessness Services	(1,604)	(3,047)	(4,651)
Leader	(11)	(5)	(16)
Partnering and Wellbeing	(174)	(2,795)	(2,969)
People and Places	(3,860)	(978)	(4,838)
Planning, Regeneration and Infrastructure	(160)	(1,808)	(1,968)
General Fund	(39,562)	(15,031)	(54,593)
Housing Revenue Account	0	(28,097)	(28,097)
	(39,562)	(43,128)	(82,690)

NOTES TO THE ACCOUNTS

6. MATERIAL ITEMS OF INCOME AND EXPENDITURE

The Total Comprehensive Income and Expenditure Statement has a net income position of £63.974 million in 2021/22, a movement of £70.291 million from the £6.317 million net expenditure position in 2020/21. The main reasons for the variation, most of which do not impact on usable resources, are as follows:

	2020/21	2021/22	Variation
	£000	£000	£000
Depreciation and Revaluation/Impairment of Non Current Assets	8,448	9,965	1,517
Capital Grants and Contributions	(4,696)	(3,249)	1,447
Revenue Expenditure Funded from Capital	998	1,147	149
Payments to the Housing Pooled Capital Receipts	662	575	(87)
(Gains)/Losses on Non Current Asset Disposals	(1,072)	(2,723)	(1,651)
Movements in value of Investment Properties	150	(456)	(606)
Changes in Fair Value of Investments	(1,132)	(1,378)	(246)
Pension Fund Actuarial (Gains)/Losses	11,276	(34,127)	(45,403)
Other IAS19 Pension Adjustments	5,958	8,443	2,485
(Surplus)/Deficit arising from the revaluation of Property, Plant and Equipment (Revaluation)	(4,863)	(35,179)	(30,316)
Other Items	314	(70)	(384)
Items Not Affecting Council Tax / Housing Rents	16,043	(57,052)	(73,095)
Equipment Purchases	249	143	(106)
Dwellings Depreciation	8,703	8,701	(2)
Non-Ringfenced Government Grants	(12,758)	(6,714)	6,044
Interest Payable and Similar Charges	4,264	4,172	(92)
Investment Income	(843)	(768)	75
Other Items	(9,341)	(12,456)	(3,115)
Items Affecting Council Tax / Housing Rents	(9,726)	(6,922)	2,804
Total Comprehensive Income and Expenditure	6,317	(63,974)	(70,291)

7. EVENTS AFTER THE REPORTING PERIOD

The draft key Accounting Statements were presented to the Audit Committee on 29 July 2022, and subsequently authorised for publication by the Chief Finance Officer s151.

Events taking place after the date the statements were presented to the Audit Committee are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2022, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

The financial statements and notes have not been adjusted for any events which took place after 31 March 2022.

NOTES TO THE ACCOUNTS

8. 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.

NOTES TO THE ACCOUNTS

2021/22	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:							
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:							
Charges for depreciation and impairment of non-current assets	(1,342)	(3)	0	(8,701)	0	0	10,046
Revaluation Gains / (Losses) on Property, Plant and Equipment	(8,809)	11,036	0	0	0	0	(2,227)
Capital Expenditure not enhancing value	(968)	(9,879)	0	0	0	0	10,847
Movements in the market value of Investment Properties	460	(4)	0	0	0	0	(456)
Expected Credit Loss on Investments	1	0	0	0	0	0	(1)
Movement in the Fair Value of Investments	1,378	0	0	0	0	0	(1,378)
Capital grants and contributions applied	1,101	576	0	0	0	0	(1,677)
Revenue expenditure funded from capital under statute	(1,147)	0	0	0	0	0	1,147
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(63)	(2,795)	0	0	0	0	2,858
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:							
Provision for the financing of capital investment	1,085	4,182	0	0	0	0	(5,267)
Capital expenditure charged against the General Fund and HRA balances	2,109	932	0	0	0	0	(3,041)
Adjustments primarily involving the Capital Grants / Developers' Contributions Unapplied Account:							
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	1,441	0	0	0	(1,025)	(416)	0
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0	0	0	234	(234)

NOTES TO THE ACCOUNTS

2021/22	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Receipts Reserve:							
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement (net of administration costs of disposal)	261	5,319	(5,580)	0	0	0	0
Transfer of cash proceeds from non PPE assets	41	56	(97)	0	0	0	0
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	2,779	0	0	0	(2,779)
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(575)	0	575	0	0	0	0
Adjustments primarily involving the Deferred Capital Receipts Reserve:							
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0	34	(1)	0	0	0	(33)
Adjustments primarily involving the Major Repairs Reserve:							
Use of the Major Repairs Reserve to finance new capital expenditure	0	0	0	8,701	0	0	(8,701)
Adjustments primarily involving the Pension Reserve:							
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(10,447)	(2,692)	0	0	0	0	13,139
Employer's pensions contributions and direct payments to pensioners payable in the year	3,459	865	0	0	0	0	(4,324)
Health and Leisure Contractor Payment to Fund	371	0	0	0	0	0	(371)

NOTES TO THE ACCOUNTS

2021/22	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Collection Fund Adjustment Account:							
Amount by which council tax and business rates income credited to the Comprehensive Income and Expenditure Statement is different from income calculated for the year in accordance with statutory requirements	5,376	0	0	0	0	0	(5,376)
Adjustments primarily involving the Accumulating Absences Adjustment Account:							
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	58	12	0	0	0	0	(70)
Total Adjustments	(6,210)	7,639	(2,324)	0	(1,025)	(182)	2,102

NOTES TO THE ACCOUNTS

2020/21 Comparative Figures	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:							
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:							
Charges for depreciation and impairment of non-current assets	(1,404)	(2)	0	(8,704)	0	0	10,110
Revaluation Gains / (Losses) on Property, Plant and Equipment	(333)	8,442	0	0	0	0	(8,109)
Capital Expenditure not enhancing value	(2,850)	(12,301)	0	0	0	0	15,151
Movements in the market value of Investment Properties	(150)	0	0	0	0	0	150
Expected Credit Loss on Investments	(3)	0	0	0	0	0	3
Movement in the Fair Value of Investments	1,132	0	0	0	0	0	(1,132)
Capital grants and contributions applied	2,124	974	0	0	0	0	(3,098)
Revenue expenditure funded from capital under statute	(998)	0	0	0	0	0	998
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	(8)	(1,085)	0	0	0	0	1,093
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:							
Provision for the financing of capital investment	1,094	4,141	0	0	0	0	(5,235)
Capital expenditure charged against the General Fund and HRA balances	1,303	975	0	0	0	0	(2,278)
Adjustments primarily involving the Capital Grants / Developers' Contributions Unapplied Account:							
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	1,552	0	0	0	(786)	(766)	0
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0	0	0	405	(405)

NOTES TO THE ACCOUNTS

2020/21 Comparative Figures	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Receipts Reserve:							
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement (net of administration costs of disposal)	71	2,094	(2,165)	0	0	0	0
Transfer of cash proceeds from non PPE assets	20	23	(43)	0	0	0	0
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	2,710	0	0	0	(2,710)
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(662)	0	662	0	0	0	0
Adjustments primarily involving the Deferred Capital Receipts Reserve:							
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0	3	(117)	0	0	0	114
Adjustments primarily involving the Major Repairs Reserve:							
Use of the Major Repairs Reserve to finance new capital expenditure	0	0	0	8,704	0	0	(8,704)
Adjustments primarily involving the Pension Reserve:							
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(8,405)	(2,029)	0	0	0	0	10,434
Employer's pensions contributions and direct payments to pensioners payable in the year	3,619	857	0	0	0	0	(4,476)

NOTES TO THE ACCOUNTS

2020/21 Comparative Figures	Usable Reserves						Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Community Infrastructure Levy	Developers' Contributions Unapplied	
	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Collection Fund Adjustment Account:							
Amount by which council tax and business rates income credited to the Comprehensive Income and Expenditure Statement is different from income calculated for the year in accordance with statutory requirements	(12,004)	0	0	0	0	0	12,004
Adjustments primarily involving the Accumulating Absences Adjustment Account:							
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(245)	(67)	0	0	0	0	312
Total Adjustments	(16,147)	2,025	1,047	0	(786)	(361)	14,222

NOTES TO THE ACCOUNTS

9. EARMARKED RESERVES

This note sets out the amounts set aside from the General Fund and HRA balances to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund and HRA expenditure.

	Balance 1 April 2020 £000	Transfers Out 2020/21 £000	Transfers In 2020/21 £000	Balance 31 March 2021 £000	Transfers Out 2021/22 £000	Transfers In 2021/22 £000	Balance 31 March 2022 £000
Building Control Surplus	(44)	0	(127)	(171)	0	(87)	(258)
Business Rates Equalisation	(1,775)	0	(1,062)	(2,837)	138	0	(2,699)
Business Rates Reserve	0	0	(11,357)	(11,357)	11,357	(6,327)	(6,327)
Committed Schemes	(469)	469	(593)	(593)	593	(963)	(963)
Community Housing Fund	(920)	38	0	(882)	5	0	(877)
Contain Outbreak Management F	0	0	(103)	(103)	0	(160)	(263)
Council Tax Hardship Reserve	0	0	(162)	(162)	37	0	(125)
Historic Buildings	(7)	0	0	(7)	0	0	(7)
Household Support Fund	0	0	0	0	0	(41)	(41)
Housing Needs Survey	(108)	0	0	(108)	0	0	(108)
Leisure Development	(834)	0	0	(834)	386	0	(448)
Local Development Framework	(29)	9	(350)	(370)	0	0	(370)
Lymington Synthetic Turf Pitch	(187)	0	(20)	(207)	207	0	0
Open Space Maintenance	(83)	56	(447)	(474)	56	(6)	(424)
Private Housing Stock Condition Survey	(88)	29	0	(59)	0	0	(59)
Quadrennial Election	0	0	(44)	(44)	0	(44)	(88)
Treasury Management	0	0	(38)	(38)	0	0	(38)
General Fund	(4,544)	601	(14,303)	(18,246)	12,779	(7,628)	(13,095)
HRA ICT	(410)	59	0	(351)	111	0	(240)
Housing Acquisitions and Development	(14,360)	1,271	0	(13,089)	1,360	0	(11,729)
Total Reserves	(19,314)	1,931	(14,303)	(31,686)	14,250	(7,628)	(25,064)

NOTES TO THE ACCOUNTS

10. CAPITAL PROGRAMME RESERVE

This note sets out the amounts set aside from the General Fund to provide for financing of future years' capital expenditure.

	Balance 1 April 2020	Transfers Out 2020/21	Transfers In 2020/21	Balance 31 March 2021	Transfers Out 2021/22	Transfers In 2021/22	Balance 31 March 2022
	£000	£000	£000	£000	£000	£000	£000
Capital Programme	(10,297)	1,303	(3,149)	(12,143)	2,305	(2,166)	(12,004)
	(10,297)	1,303	(3,149)	(12,143)	2,305	(2,166)	(12,004)

11. PROPERTY, PLANT AND EQUIPMENT ASSETS AND IMPAIRMENTS

Valuation of Property, Plant and Equipment

The Council operates a rolling programme of property revaluations, which are carried out over a 5-year period. In 2021/22 this work was carried out by the Council's valuer P. Marston, MRICS, Registered Valuer. The revaluation programme for 2021/22 principally comprised the majority of the Council's non-operational land and buildings, as well as 20% of dwellings using the Beacon method of valuation. The remainder of dwellings' values were uplifted in line with the resultant Beacon indices.

a) Analysis of Assets

The following list gives an indication of the range and number of assets owned/leased by the Council.

2020/21		2021/22
5,168	Council Dwellings	5,162
2	Main Office Blocks	2
2	Other Offices	2
5	Depots and Administrative Buildings	5
5	Health and Leisure Centres	5
51	Car Parks	52
9	Cemeteries	9
23	Public Conveniences	23
234	Vehicles	218
1,788	Garages	1,751

NOTES TO THE ACCOUNTS

b) Valuation of Property, Plant and Equipment Assets carried at current value

The following statement shows the progress of the Council's rolling programme for the revaluation of non-current assets. The basis for valuation is set out in the Statement of Accounting Policies.

	Council Dwellings	Other Land and Buildings	Vehicles, Plant and Equipment	Infra-structure	Community Assets	Assets Under Construction	Total
	£000	£000	£000	£000	£000	£000	£000
Carried at Historic Cost (Net of Depreciation)			4,508	2,771		3,986	11,265
Valued at Fair Value as at:							
2021/22	418,512	50,552					469,064
2020/21		3,146					3,146
2019/20	320	2,167			537		3,024
2018/19		2,090					2,090
2017/18		3,956					3,956
Total Cost or Valuation	418,832	61,911	4,508	2,771	537	3,986	492,545

These valuations show the net current value after depreciation is applied.

NOTES TO THE ACCOUNTS

c) Movement on Property, Plant and Equipment Assets

Purchases and disposals during the year were as follows:

Movements in 2021/22:	Council Dwellings	Other Land and Buildings	Vehicles, Plant and Equipment	Infrastructure	Community Assets	Assets Under Construction	Total Property, Plant and Equipment
Cost or Valuation	£000	£000	£000	£000	£000	£000	£000
At 1 April 2021	384,811	67,843	10,525	19,839	537	3,286	486,841
Additions	11,794	536	3,085	166	0	1,067	16,648
Revaluation increases / (decreases) recognised in the Revaluation Reserve	31,959	3,213	0	0	0	0	35,172
Revaluation increases / (decreases) recognised in the Surplus / Deficit on the Provision of Services	2,335	(8,809)	0	0	0	0	(6,474)
Capital Expenditure not enhancing value recognised in the Surplus / Deficit on the Provision of Services	(9,879)	(535)	0	(167)	0	0	(10,581)
Derecognition - disposals	(2,794)	0	(1,593)	0	0	0	(4,387)
Other movements in cost or valuation	606	(239)	0	0	0	(367)	0
At 31 March 2022	418,832	62,009	12,017	19,838	537	3,986	517,219
Accumulated Depreciation and Impairment							
At 1 April 2021	0	(1)	(8,088)	(16,775)	0	0	(24,864)
Depreciation charge	(8,701)	(103)	(950)	(292)	0	0	(10,046)
Depreciation written out to the Revaluation Reserve	0	6	0	0	0	0	6
Depreciation written out to the Surplus / Deficit on the Provision of Services	8,701	0	0	0	0	0	8,701
Derecognition - disposals	0	0	1,529	0	0	0	1,529
At 31 March 2022	0	(98)	(7,509)	(17,067)	0	0	(24,674)
Net Book Value							
at 31 March 2022	418,832	61,911	4,508	2,771	537	3,986	492,545
at 31 March 2021	384,811	67,842	2,437	3,064	537	3,286	461,977

NOTES TO THE ACCOUNTS

Comparative Movements in 2020/21:	Council Dwellings	Other Land and Buildings	Vehicles, Plant and Equipment	Infrastructure	Community Assets	Assets Under Construction	Total Property, Plant and Equipment
Cost or Valuation	£000	£000	£000	£000	£000	£000	£000
At 1 April 2020	375,573	68,858	10,629	19,839	537	4,312	479,748
Additions	16,310	206	206	2,066	0	400	19,188
Revaluation increases / (decreases) recognised in the Revaluation Reserve	4,759	(74)	0	0	0	0	4,685
Revaluation increases / (decreases) recognised in the Surplus / Deficit on the Provision of Services	399	(768)	0	0	0	(480)	(849)
Capital Expenditure not enhancing value recognised in the Surplus / Deficit on the Provision of Services	(12,257)	(206)	0	(2,066)	0	0	(14,529)
Derecognition - disposals	(1,085)	(7)	(310)	0	0	0	(1,402)
Other movements in cost or valuation	1,112	(166)	0	0	0	(946)	0
At 31 March 2021	384,811	67,843	10,525	19,839	537	3,286	486,841
Accumulated Depreciation and Impairment							
At 1 April 2020	0	(352)	(7,393)	(16,453)	0	0	(24,198)
Depreciation charge	(8,704)	(81)	(1,004)	(322)	0	0	(10,111)
Depreciation written out to the Revaluation Reserve	0	178	0	0	0	0	178
Depreciation written out to the Surplus / Deficit on the Provision of Services	8,704	254	0	0	0	0	8,958
Derecognition - disposals	0	0	309	0	0	0	309
At 31 March 2021	0	(1)	(8,088)	(16,775)	0	0	(24,864)
Net Book Value							
at 31 March 2021	384,811	67,842	2,437	3,064	537	3,286	461,977
at 31 March 2020	375,573	68,506	3,236	3,386	537	4,312	455,550

NOTES TO THE ACCOUNTS

d) Impairments

Valuation reductions of Property, Plant and Equipment Assets in 2021/22 were £11.272 million (Garages £174,000, Health and Leisure Centres £10.317 million and other General Fund Assets £781,000), but valuation increases were £49.134 million (Council Dwellings £43.171 million and General Fund Assets £5.963 million).

Offsetting the net valuation increases was non-enhancing capital expenditure of £9.879 million on Council Dwellings, and £968,000 on General Fund Assets, which was impaired via the Comprehensive Income and Expenditure Statement in the year.

Net valuation increases of Investment Properties in 2021/22 were £456,000.

e) Capital Expenditure Contract Commitments

As at 31 March 2022, the Council was committed through contracts to future capital expenditure in respect of the following major schemes:

	Period of investment	£000
Environment and Coastal Services		
Hydrodynamics	2022/23	435
Geodata	2022/23	80
Aerial Photography	2022/23	111
Finance, Investment and Corporate Services		
Crow Lane Industrial Site	2022/23	7,080
Crow Lane Industrial Site	2023/24	107
Vehicles	2022/23	2,087
Housing and Homelessness Services		
Christchurch Road	2022/23	120
Gorse Close	2022/23	767
Ladycross Road	2022/23	1,600
People and Places		
Public Conveniences	2022/23	131
Total		12,518

NOTES TO THE ACCOUNTS

12. INVESTMENT PROPERTIES

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

2020/21		2021/22
£000		£000
(512)	Rental income from investment property	(690)
16	Direct operating expenses arising from investment property	38
353	Capital expenditure not enhancing value	171
150	Net (gains)/losses from fair value adjustments	(456)
7	Net (gain)/loss	(937)

There are no restrictions on the Council's ability to realise the value inherent in its investment property 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 undertake repairs, maintenance or enhancement.

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

2020/21		2021/22
£000		£000
9,454	Balance at start of the year	12,384
	Additions:	
3,433	Purchases	5,794
(353)	Capital expenditure not enhancing value	(171)
(150)	Net gains/(losses) from fair value adjustments	456
12,384	Balance at end of the year	18,463

Under IFRS13 a level 2 fair value measurement has been carried out for all investment properties using a market comparable approach by the internal valuers.

13. INTANGIBLE ASSETS

The authority accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of property, plant and equipment.

2020/21		2021/22
£000		£000
0	Opening Balance	0
268	Additions	95
(268)	Capital Expenditure not enhancing value	(95)
0	Closing Balance	0

NOTES TO THE ACCOUNTS

14. LONG-TERM INVESTMENTS

The Council is permitted to invest and lend a proportion of its funds for more than 364 days. At 31 March 2022 the Council had 8 loans which had a remaining maturity term of more than one year.

2020/21		2021/22
£000		£000
18,636	Opening Balance	17,120
387	Purchases	333
1,151	Revaluations Gains	1,532
(46)	Revaluations Losses	(122)
(8)	Repayments	(1)
(3,000)	Transfers to Short-Term Investments	(2,038)
17,120	Closing Balance	16,824

15. LONG-TERM DEBTORS

Long-term debtors includes deferred capital receipts for house purchases, loans to local trusts/organisations, loans to Appletree Property Holdings and staff car loans.

31 March 2021		31 March 2022
£000		£000
5	Car Loans	2
502	Lymington Harbour Commissioners - Principal	301
439	Rent to Mortgages House Purchases	473
1,766	Appletree Property Holdings	2,673
2,712	Total	3,449

NOTES TO THE ACCOUNTS

16. SHORT-TERM INVESTMENTS

Short-term investments include all deposits with a term of less than one year other than Cash and Cash Equivalents.

2020/21		2021/22
£000		£000
20,062	Opening Balance	25,053
75,500	Purchases	100,970
30	Revaluations Gains	16
0	Revaluations Losses	(30)
(35)	Movement in Accrued Interest	(29)
(73,502)	Repayments	(81,488)
(2)	Expected Credit Loss	0
3,000	Transfers from Long-Term Investments	2,038
25,053	Closing Balance	46,530

17. INVENTORIES

Inventories are goods that are acquired in advance of their use in the provision of services or their resale. They are charged to the Comprehensive Income and Expenditure Statement in the year that they are consumed or sold.

2020/21		2021/22
£000		£000
285	Balance at 1 April	267
1,974	Purchases	2,352
(1,973)	Recognised as an expense in the year	(2,331)
(19)	Written off balances	(5)
267	Balance at 31 March	283

NOTES TO THE ACCOUNTS

18. SHORT-TERM DEBTORS

An analysis of the Council's debtors and payments in advance as at 31 March is shown below:

31 March 2021		31 March 2022
£000		£000
6,283	Central Government Bodies (a)	975
	Local Authorities:	
2,599	Hampshire County Council (b)	1,605
2	Police and Crime Commissioner for Hampshire	29
213	Hampshire and Isle of Wight Fire and Rescue Service (b)	73
45	New Forest National Park Authority	20
258	Other Local Authorities	68
4	NHS Bodies	0
148	Public Corporations and Trading Funds	102
	Other Entities and Individuals:	
637	Council Tax Payers	656
599	Business Rate Payers	541
1,027	Housing Tenants' Rents	1,082
5,676	Other Debtors and Payments in Advance ©	6,014
17,491	Total	11,165

Short-term debtors were lower at the 31 March 2022 by £6.326 million when compared to 31 March 2021, the main contributing factors to this were:

- (a) Central Government Bodies debtors decreased by £5.308 million. This was principally due to the following: the reimbursement of benefits from the Department of Works and Pensions was a debtor of £1.944 million at the end of 2020/21 and moved to being a creditor of £0.809 million at 31 March 2022; at 31 March 2021 coast protection grants due were £1.389 million and the Local Government Income Compensation Scheme for lost sales, fees and charges as a result of COVID-19 was £1.677 million, as at 31 March 2022 there were no debtors for either of these.
- (b) Hampshire County Council and the Hampshire and Isle of Wight Fire and Rescue Service have decreased mainly due to National Non-Domestic Rates reducing by £1.263 million and £140,000 respectively since 31 March 2021.
- (c) Other Debtors and Payments in Advance has increased in the main due to an increase in the value of outstanding Accounts Receivable balances.

The bad debts provision is shown below:

31 March 2021		31 March 2022
£000		£000
(258)	Council Tax Payers	(265)
(279)	Business Rate Payers	(118)
(755)	Housing Tenants' Rents	(772)
(1,695)	Other Debtors	(1,563)
(2,987)	Total	(2,718)

NOTES TO THE ACCOUNTS

19. CASH AND CASH EQUIVALENTS

The balance of Cash and Cash Equivalents is made up of the following elements:

31 March 2021		31 March 2022
£000		£000
8	Cash held by the Council	6
549	Bank current accounts	493
8,321	Short-Term deposits with building societies/banks and other financial institutions	24,073
8,878	Total	24,572

20. SHORT-TERM BORROWING

Short-term borrowing refers to loans that are repayable over a period of less than 12 months.

The Council has no short-term loans, but its long-term loans are repayable by equal instalments of principal. In 2012/13 the Council borrowed £142.7 million for the Housing Revenue Account financing settlement. The first £4.1 million principal repayment instalment of this borrowing was paid in 2017/18. The annual HRA settlement repayment of £4.1 million together with the next instalment for the Lymington Harbour Commissioners' loan of £200,700 is transferred each year from long term to short-term borrowing as the total of £4.301 million is payable within 12 months.

In addition, total accrued interest of £43,922 on short-term and long-term borrowing is also payable within 12 months and is included in this category.

2020/21		2021/22
£000		£000
(4,348)	Balance at 1 April	(4,346)
4,301	Loans Repaid	4,301
(4,301)	Transferred from Long-Term Borrowing	(4,301)
2	Movement in accrued interest on all Borrowing	1
(4,346)	Balance at 31 March	(4,345)

NOTES TO THE ACCOUNTS

21. SHORT-TERM CREDITORS

An analysis of the Council's creditors and receipts in advance as at 31 March is shown below:

31 March 2021		31 March 2022
£000		£000
(17,728)	Central Government Bodies (a)	(44,849)
	Local Authorities:	
(601)	Hampshire County Council (b)	(2,238)
(58)	Police and Crime Commissioner for Hampshire	(336)
(10)	Hampshire and Isle of Wight Fire and Rescue Service	(98)
(4)	New Forest National Park Authority	(31)
(162)	Developers' Contributions Open Space Maintenance	(163)
(833)	Other Local Authorities (c)	(3,191)
(3)	Public Corporations and Trading Funds	(29)
	Other Entities:	
(345)	Council Tax Payers	(349)
(265)	Business Rate Payers	(446)
(7,426)	Other Creditors and Receipts in Advance (d)	(8,294)
(27,435)	Total	(60,024)

Short term creditors have increased by £32.589 million from 2020/21 to 2021/22:

- (a) The Central Government Bodies balance is £27.121 million higher principally due to £18.915 million regarding National Non-Domestic Rates (Business Rates) and grants received in advance for the Council Tax Energy Rebate scheme of £8.206 million.
- (b) Hampshire County Council is higher at 31 March 2022 mainly due to the Collection Fund re Council Tax having increased by £1.635 million.
- (c) Other Local Authorities is higher at 31 March 2022 by £2.358 million principally with regard to the regional coastal monitoring programme.
- (d) Other Creditors and Receipts in Advance have increased by £0.868 million. This was due, in the main, to increases on accruals for Housing Maintenance of £0.541 million and Industrial Site works of £0.877 million, offset by lower Sundry Creditors outstanding invoice amounts of £0.634 million.

NOTES TO THE ACCOUNTS

22. LONG-TERM BORROWING

Long-term borrowing refers to loans that are repayable over a period in excess of 12 months.

At 1 April 2021 the Council was holding long-term debt of £122.605 million. This comprises the sum borrowed in 2012/13, relating to the refinancing of the Housing Revenue Account, as well as a loan raised in March 2014 to finance an equivalent loan made in 2013/14 to the Lymington Harbour Commissioners. At 31 March 2022 £200,700 relating to the Harbour Commissioners' loan was repayable within 12 months, as well as the annual repayment of £4.1 million of the loan taken regarding the Housing Revenue Account financing settlement, therefore a balance of long-term debt of £118.304 million was outstanding at the year end.

2020/21		2021/22
£000		£000
(126,906)	Balance at 1 April	(122,605)
4,301	Transferred to Short-Term Borrowing	4,301
(122,605)	Balance at 31 March	(118,304)

NOTES TO THE ACCOUNTS

23. PROVISIONS

The Council maintains provisions to cover liabilities or losses that are anticipated to arise, but which cannot be quantified with certainty.

	Balance 1 April 2020	Additional Provisions Made 2020/21	Amounts Used 2020/21	Unused Amounts Reversed 2020/21	Balance 31 March 2021	Additional Provisions Made 2021/22	Amounts Used 2021/22	Unused Amounts Reversed 2021/22	Balance 31 March 2022
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Business Rates	(3,828)	(797)	1,729	0	(2,896)	(1,990)	1,486	0	(3,400)
Health and Leisure Centres	0	0	0	0	0	(539)	0	0	(539)
Private Sector Leasing Dilapidations	(50)	0	0	0	(50)	0	0	0	(50)
Redundancy	0	(22)	0	0	(22)	(32)	23	0	(31)
Total Provisions	(3,878)	(819)	1,729	0	(2,968)	(2,561)	1,509	0	(4,020)

Business Rates

On 1 April 2013 the Government introduced the Business Rates Retention Scheme, which required the Council to make a provision in the Collection Fund for successful appeals against rating valuations. The total provision made at 31 March 2022 was £8.499 million, of which £3.400 million relates to this Council's share of anticipated refunds.

Health and Leisure Centres

The Health and Leisure Centre management contract includes an open book arrangement which allows the Council to make additional payments to the contractor. Recovery from COVID has been slower than anticipated and therefore, based on performance to the end of March 2022, provision has been made for an additional payment of £539,000.

Private Sector Leasing Dilapidations

The Council is responsible for ensuring the repair of private sector houses that are leased. The Council had possible obligations on 119 properties at 31 March 2022. A revenue budget of £152,000 exists in 2022/23 for void repairs and dilapidation costs but a provision of £50,000 is also held to cover the potential for additional costs should a large number of dilapidations occur in any particular year.

Redundancy

The Redundancy provision is put in place once approval for the termination of employment has been agreed by the Council.

NOTES TO THE ACCOUNTS

24. CAPITAL GRANTS – RECEIPTS IN ADVANCE

The Council has received capital grants and contributions that have yet to be recognised as income as they have conditions attached to them that will, if not met, require the monies to be returned to the contributor. The balances and movements on contributions were as follows:

2020/21				2021/22		
Government Grants	Other Grants/Contributions	Total		Government Grants	Other Grants/Contributions	Total
£000	£000	£000		£000	£000	£000
(544)	0	(544)	Balance at 1 April	(1,401)	0	(1,401)
(3,862)	(45)	(3,907)	New Receipts	(2,239)	(27)	(2,266)
3,005	45	3,050	Financing of Capital Expenditure	1,639	27	1,666
(1,401)	0	(1,401)	Balance at 31 March	(2,001)	0	(2,001)

25. DEVELOPERS' CONTRIBUTIONS – LONG -TERM RECEIPTS IN ADVANCE

The Council has received Developers' Contributions that have yet to be recognised as income, as they have conditions attached to them that will, if not met, require the monies to be returned to the contributor.

2020/21		2021/22
£000		£000
(625)	Balance at 1 April	(577)
48	Financing of Capital Expenditure	12
(577)	Balance at 31 March	(565)

26. CAPITAL RECEIPTS RESERVE

The Capital Receipts Reserve principally reflects the proceeds from the disposal of Property, Plant and Equipment assets that have yet to be utilised on new capital expenditure.

2020/21		2021/22
£000		£000
(4,618)	Balance at 1 April	(3,571)
(2,325)	New Receipts (including interest)	(5,678)
662	Transfers to Government	575
2,710	Financing of Capital Expenditure	2,779
(3,571)	Balance at 31 March	(5,895)

NOTES TO THE ACCOUNTS

27. DEVELOPERS' CONTRIBUTIONS / COMMUNITY INFRASTRUCTURE LEVY UNAPPLIED

The Developers' Contributions (DCs) and Community Infrastructure Levy (CIL) Unapplied accounts reflect contributions which have no conditions attached to them and have therefore been credited to the Reserves via the Comprehensive Income and Expenditure Account.

2020/21			2021/22	
CIL	DCs		CIL	DCs
£000	£000		£000	£000
(5,212)	(4,247)	Balance at 1 April	(5,998)	(4,608)
(1,055)	(941)	New Receipts	(1,317)	(585)
0	405	Financing of Capital Expenditure	0	234
63	175	Financing of Revenue Expenditure	74	169
206	0	Payments to Town and Parish Councils	218	0
(5,998)	(4,608)	Balance at 31 March	(7,023)	(4,790)

28. REVALUATION RESERVE

This Reserve records the increase in the valuation of assets since 1 April 2007, under the system of capital accounting.

The Reserve is written down by any accumulated revaluation surplus of non-current assets as they are disposed of and debited or credited with deficits or surpluses arising on the year's revaluations.

2020/21				2021/22		
General Fund	Housing Revenue Account	Total		General Fund	Housing Revenue Account	Total
£000	£000	£000		£000	£000	£000
(20,040)	(21,824)	(41,864)	Balance at 1 April	(20,139)	(26,456)	(46,595)
(617)	(5,071)	(5,688)	Upward revaluation of assets	(5,396)	(32,134)	(37,530)
519	306	825	Downward revaluation of assets and impairment losses not charged to Surplus/Deficit on the Provision of Services	2,177	174	2,351
(98)	(4,765)	(4,863)	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(3,219)	(31,960)	(35,179)
0	132	132	Accumulated gains on assets sold or scrapped	0	450	450
(20,138)	(26,457)	(46,595)	Balance at 31 March	(23,358)	(57,966)	(81,324)

NOTES TO THE ACCOUNTS

29. CAPITAL ADJUSTMENT ACCOUNT

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for the consumption of non-current assets and for financing their acquisition or enhancement under statutory provisions. The account is debited with the costs of depreciation, impairment and amortisations as assets are consumed and credited with the amounts set aside by the Council for the financing of capital expenditure.

The account contains accumulated gains and losses on Investment Properties and gains on Property, Plant and Equipment assets arising before 1 April 2007.

The balance on the Capital Adjustment Account is matched by non-current assets within the Balance Sheet and does not represent actual funds available to the Council.

2020/21			2021/22	
£000	£000		£000	£000
	(283,315)	Balance at 1 April		(286,484)
		Reversal of items relating to capital expenditure or credited to the Comprehensive Income and Expenditure Statement:		
10,110		Charges for depreciation and impairment of non-current assets	10,046	
(8,109)		Revaluation (Gains) / Losses on Property, Plant and Equip.	(2,228)	
15,151		Capital Expenditure not enhancing value	10,847	
998		Revenue expenditure funded from capital under statute	1,147	
961		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	2,408	
	19,111	Net written out amount of the cost on non-current assets consumed in the year		22,220
		Capital financing applied in the year:		
(2,710)		Use of the Capital Receipts Reserve to finance new capital expenditure	(2,779)	
(8,704)		Use of the Major Repairs Reserve to finance new capital expenditure	(8,701)	
(3,098)		Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(1,677)	
(405)		Application of grants / contributions to capital financing from the Capital Grant / Developers' Contributions Unapplied Accounts	(234)	
(1,135)		Provision for the financing of capital investment charged against the General Fund balance	(1,167)	
(4,100)		Provision for the financing of capital investment charged against the HRA balance	(4,100)	
(2,278)		Capital expenditure charged against the General Fund and HRA balances	(3,041)	
	(22,430)	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement		(21,699)
	150			(456)
	(286,484)	Balance at 31 March		(286,419)

NOTES TO THE ACCOUNTS

30. FINANCIAL INSTRUMENTS REVALUATION RESERVE

The Financial Instruments Revaluation Reserve contains the movements made by the Council arising from changes in the value of its investments that have quoted market prices or otherwise do not have fixed or determinable payments.

2020/21		2021/22
£000		£000
1,219	Balance at 1 April	90
(1,177)	Upward revaluation of investments	(1,529)
45	Downward revaluation of investments	152
3	Expected credit loss on investments	(1)
(1,129)	(Surplus) or deficit on revaluation of investments	(1,378)
90	Balance at 31 March	(1,288)

31. DEFERRED CAPITAL RECEIPTS RESERVE

The Deferred Capital Receipts Reserve represents the amount of capital receipts owed to the Council that have not yet been received. Under statutory arrangements, the Council does not treat these gains as usable for financing new capital expenditure until they are backed by cash receipts. When the deferred cash settlement takes place, amounts are transferred to the Capital Receipts Reserve.

2020/21		2021/22
£000		£000
(558)	Balance at 1 April	(444)
(4)	New Receipts/Revaluations	(33)
118	Transfer to the Capital Receipts Reserve upon receipt of cash	1
(444)	Balance at 31 March	(476)

NOTES TO THE ACCOUNTS

32. 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 debit balance on the Pensions Reserve therefore shows a 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. Full details of the Pension Scheme are set out in Note 42.

2020/21 £000		2021/22 £000
99,470	Balance at 1 April	116,704
11,276	Remeasurement of the net defined liability / (asset)	(34,127)
10,434	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	13,138
(4,476)	Employer's pensions contributions and direct payments to pensioners payable in the year	(4,324)
0	Health and Leisure Contractor Payment into Fund	(371)
116,704	Balance at 31 March	91,020

33. COLLECTION FUND ADJUSTMENT ACCOUNT

The Collection Fund is a statutory fund in which the Council records transactions for council tax and business rates. The fund balance is allocated as follows:

31 March 2021				31 March 2022		
Business Rates	Council Tax	Total		Business Rates	Council Tax	Total
£000	£000	£000		£000	£000	£000
14,197	0	14,197	Central Government	7,909	0	7,909
2,555	(401)	2,154	Hampshire County Council	1,424	(2,076)	(652)
0	(72)	(72)	Police and Crime Commissioner for Hampshire	0	(354)	(354)
284	(19)	265	Hampshire Fire and Rescue Authority	158	(110)	48
17,036	(492)	16,544	New Forest District Council	9,491	(2,540)	6,951
11,357	(74)	11,283		6,327	(421)	5,906
28,393	(566)	27,827		15,818	(2,961)	12,857

The balances on each fund will be taken into account when calculating the council tax and business rates in future years.

NOTES TO THE ACCOUNTS

34. CASH FLOW STATEMENT – OPERATING ACTIVITIES

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

2020/21 £000		2021/22 £000
(10,110)	Charges for depreciation and impairment	(10,046)
8,109	Revaluation Gains/(Losses) on Property, Plant and Equipment	2,228
1	Revaluation/Movement in Deferred Debtors	35
1,132	Revaluation Gains/(Losses) on Investments	1,396
(15,151)	Capital Expenditure not enhancing value	(10,847)
(150)	Movements in the value of Investment Properties	456
3,714	Capital grants applied to the financing of Capital Expenditure	2,103
(1,093)	Carrying amount of Non-Current Assets sold	(2,858)
(18)	Increase/(Decrease) in Inventories	16
5,829	Increase/(Decrease) in Debtors	(6,326)
(35)	Increase/(Decrease) in Investments Accrued Interest	(29)
(322)	(Increase)/Decrease in impairment for Provision for Bad Debts	269
(9,211)	(Increase)/Decrease in Creditors	(10,861)
(55)	Adjustment to Creditors re Capital Expenditure	1,353
(5,958)	Movement in Pension Liability	(8,443)
910	Other non-cash items charged to the net surplus or deficit on the provision of services	(1,052)
(22,408)	Adjustment to Net Surplus or Deficit on the Provision of Services for Non-Cash Movements	(42,606)

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

2020/21 £000		2021/22 £000
2,165	Proceeds adjustment from the sale of property, plant and equipment and investment property	5,580
2,165		5,580

The cash flows for operating activities include the following items:

2020/21 £000		2021/22 £000
(926)	Investment interest received	(827)
4,264	Loan interest paid	4,169
3,338		3,342

NOTES TO THE ACCOUNTS

35. CASH FLOW STATEMENT - INVESTING ACTIVITIES

2020/21		2021/22
£000		£000
22,944	Purchase of property, plant and equipment, investment property and intangible assets	21,183
75,887	Purchase of short-term and long-term investments	101,303
1,461	Other payments for investing activities	909
(2,165)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(5,580)
(73,510)	Proceeds from short-term and long-term investments	(81,490)
(3,932)	Other receipts from investing activities	(2,310)
20,685	Net cash flows from investing activities	34,015

36. CASH FLOW STATEMENT - FINANCING ACTIVITIES

2020/21		2021/22
£000		£000
0	Other receipts from financing activities	(22,316)
4,301	Repayments of short and long-term borrowing	4,301
5,028	Other payments for financing activities	0
9,329	Net cash flows from financing activities	(18,015)

37. ACCUMULATING ABSENCES ADJUSTMENT ACCOUNT

This account represents the reversal of the accrual for compensated absences. The accrual is required under the Code but under regulations is not allowed to count as expenditure against the General Fund or Housing Revenue Account.

2020/21			2021/22	
£000	£000		£000	£000
	282	Balance at 1 April		593
(282)		Settlement or cancellation of accrual made at the end of the preceding year	(594)	
593		Amounts accrued at the end of the current year	525	
	311	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements		(69)
	593	Balance at 31 March		524

NOTES TO THE ACCOUNTS

38. AGENCY SERVICES

The Council carried out grass cutting of adopted highway verges on an agency basis.

2020/21		2021/22		
Net Expenditure £000		Gross Expenditure £000	Income £000	Net Expenditure £000
0	Hampshire County Council - Highways	315	(315)	0
0	Agency Expenditure	315	(315)	0

39. CONTINGENT ASSETS

The Council is unaware of any Contingent Assets as at the Balance Sheet date.

40. CONTINGENT LIABILITIES

In April 2012 the Dibden Golf Course staff transferred to Mytime Active, who gained admitted body status to the Hampshire County Council Government Pension Scheme. New Forest District Council is the sponsoring body, acting as guarantor for any contributions to the Pension Fund should they not be paid by Mytime Active. As at 31 March 2022 no such guarantee has been exercised.

The Health and Leisure staff transferred to Freedom Leisure in July 2021 but remain in the Hampshire County Council Government Pension Scheme under a pooling arrangement with the Council. As such, assets and liabilities relating to those staff remain on the Council's balance sheet and Freedom Leisure operate with defined contributions. In addition, New Forest District Council act as guarantor for any contributions to the Pension Fund should they not be paid by Freedom Leisure. No such guarantee has been exercised as at 31 March 2022.

41. CAPITAL EXPENDITURE AND CAPITAL FINANCING

Capital expenditure is paid for (financed) in various ways including borrowing, the use of internal resources, the receipt of grant and directly from revenue income. Capital expenditure on behalf of other authorities is recharged directly to them.

The Capital Financing Requirement shows the overall indebtedness of the Council. This debt need not be external loans that have been raised, but it can be internal funds that the Council has used temporarily instead of raising debt. The expectation is that borrowing may be required in the future.

Where applicable the Council is required to set aside a revenue provision for the redemption of debt and for a future borrowing requirement if external debt has not actually been raised.

The Council has a choice in the method of calculating the provision and has chosen the one that represents the depreciation calculation of those assets financed by the debt. Therefore, when the value of the asset financed by debt has been fully depreciated the amount of the revenue provision that has been set aside will be sufficient to repay the loan for that asset.

NOTES TO THE ACCOUNTS

New vehicles, plant and equipment, above a de minimis level of £10,000, are funded by a future borrowing requirement. In order to make a provision to repay this future requirement a revenue provision is made. This sum was £919,000 in 2021/22 and was charged to the General Fund together with £166,000 in relation to investment property acquisitions. In addition, £4.1 million for the next principal repayment was made regarding the Housing Revenue Account Self-Financing Settlement and £82,000 was charged to the Housing Revenue for future provision for loan repayment on the Acquisitions and Development Programme.

This table sets out the transactions required for the financing of capital expenditure and permitted adjustments for each year.

	2020/21		2021/22	
	£000	£000	£000	£000
Opening Capital Financing Requirement		140,052		141,896
Capital Investment				
Property, Plant and Equipment Assets	22,621		22,441	
Long-Term Investments	387		333	
Intangible Assets	268		95	
REFCUS	998	24,274	1,147	24,016
Sources of Finance				
Capital Receipts	(2,710)		(2,779)	
Government Grants	(3,050)		(1,666)	
Revenue Contributions	(2,278)		(3,041)	
Major Repairs Reserve	(8,704)		(8,701)	
Developers' Contributions	(453)	(17,195)	(246)	(16,433)
Other Adjustments for the Repayment of Debt				
Repayment of Loan Principal		(4,100)		(4,100)
Revenue Provision		(1,135)		(1,167)
Closing Capital Financing Requirement		141,896		144,212

Explanation of movements in Year	2020/21	2021/22
	£000	£000
Increase in underlying need to borrow (unsupported by Government financial assistance)	7,079	7,583
Reduction (-)/increase in need to borrow because of:		
- Repayment of Loan Principal	(4,100)	(4,100)
- Revenue Provision	(1,135)	(1,167)
	1,844	2,316

NOTES TO THE ACCOUNTS

42. DEFINED BENEFIT PENSION SCHEME

a) Participation in 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 Hampshire County Council Pension Scheme. This is a funded scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with the investment assets.

NOTES TO THE ACCOUNTS

b) Transactions Relating to Post-employment (Retirement) Benefits

The Council recognises the cost of retirement benefits in the Net Cost of Services when employees earn them, rather than when the benefits are eventually paid out as pensions. However, the charge required to be made against the General Fund is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the Comprehensive Income and Expenditure Account via the Movement in Reserves Statement. The following transactions have been made during the year:

	2020/21	2021/22
	£ million	£ million
Comprehensive Income and Expenditure Statement		
Cost of Services		
Service cost comprising:		
Current service cost	8.161	10.511
Past service cost	0.032	0.220
Financing and Investment Income and Expenditure		
Net Interest expense	2.241	2.407
Total Post Employment Benefits Charged to the Surplus or Deficit on the Provision of Services	10.434	13.138
Other Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement		
Remeasurement of the net defined benefit liability comprising:		
Return on plan assets (excluding the amount included in the net interest expense)	(40.139)	(11.176)
Actuarial (Gains) / Losses arising on changes in demographic assumptions	0.000	(3.309)
Actuarial (Gains) / Losses arising on changes in financial assumptions	54.743	(20.736)
Actuarial (Gains) / Losses due to liability experience	(3.328)	1.094
Total Net Defined Benefit Liability Re-measured	11.276	(34.127)
Total Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement	21.710	(20.988)
Movement in Reserves Statement		
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post employment benefits in accordance with the Code	(17.234)	25.313
Actual amount charged against the General Fund		
Balance for pensions in the year		
Employer's contributions payable to scheme	4.476	4.324

NOTES TO THE ACCOUNTS

c) 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:

Assets and Liabilities	31 March 2021	31 March 2022
	£ million	£ million
Present value of the defined benefit obligation	(336.912)	(324.609)
Fair value of plan assets	220.208	233.589
Net liability arising from defined benefit obligation	(116.704)	(91.020)

The liabilities show the underlying commitments that the Council has in the long run to pay post-employment retirement benefits. The total net liability of £91.020 million has a substantial impact on the net worth of the Council as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy, as the deficit on the scheme will be made good by increased contributions over the remaining working life of employees, as assessed by the scheme actuary.

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

	2020/21	2021/22
	£ million	£ million
Opening balance at 1 April	(276.663)	(336.912)
Current Service Cost	(8.161)	(10.511)
Past Service Cost	(0.032)	(0.220)
Interest Cost	(6.299)	(7.002)
Contributions from scheme Participants	(1.471)	(1.514)
Remeasurement (Gains) and Losses:		
Actuarial Gains/(Losses) arising from changes in financial assumptions	(54.743)	20.736
Actuarial Gains/(Losses) due to liability experience	3.328	(1.094)
Actuarial Gains/(Losses) arising from changes in demographic assumptions	0.000	3.309
Benefits Paid	7.129	8.599
Closing balance at 31 March	(336.912)	(324.609)

NOTES TO THE ACCOUNTS

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

	2020/21	2021/22
	£ million	£ million
Opening fair value of scheme assets at 1 April	177.193	220.208
Interest Income	4.058	4.595
Remeasurement gain/(loss):		
The return on plan assets, excluding the amount included in the net interest expense	40.139	11.176
Contributions from employer	4.476	4.324
Contributions from employees into the scheme	1.471	1.514
Contributions from Health and Leisure Contract Employer	0.000	0.371
Benefits paid	(7.129)	(8.599)
Closing fair value of scheme assets at 31 March	220.208	233.589

d) Local Government Pension Scheme assets (fair value) comprised

31 March 2021		Assets	31 March 2022	
£ million	%		£ million	%
3.08	1.4	Cash and Cash Equivalents	2.10	0.9
125.52	57.0	Equity Investments	132.91	56.9
38.10	17.3	Government Bonds	40.18	17.2
13.43	6.1	Property	16.12	6.9
0.00	0.0	Multi Asset Credit	21.02	9.0
40.08	18.2	Other Assets	21.26	9.1
220.21	100.0	Total Assets	233.59	100.0

e) 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 AON Solutions UK Limited, an independent firm of actuaries, estimates for the Fund being based on the latest full valuation of the scheme as at 31 March 2019.

The main assumptions used in their calculations have been:

Financial Assumptions	31 March 2021	31 March 2022
	%	%
Rate of inflation - CPI	2.7	3.0
Rate of increase in salaries	3.7	4.0
Rate of increase in pensions	2.7	3.0
Pension Accounts Revaluation Rate	2.7	3.0
Rate of discounting scheme liabilities	2.1	2.7

NOTES TO THE ACCOUNTS

Mortality Assumptions	31 March 2021	31 March 2022
	Years	Years
Pensioner member aged 65 at accounting date		
Males	23.1	22.9
Females	25.5	25.4
Active member aged 45 at accounting date		
Males	24.8	24.7
Females	27.3	27.1

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analysis below has 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.

Impact on the Defined Benefit Obligation in the scheme	Increase in Assumption	Decrease in Assumption
	£ million	£ million
Longevity (increase or decrease in 1 year)	10.86	(10.86)
Rate of inflation (increase or decrease by 0.1%)	5.75	(5.75)
Rate of increase in salaries (increase or decrease by 0.1%)	0.64	(0.64)
Rate of increase in pensions (increase or decrease by 0.1%)	5.75	(5.75)
Rate for discounting scheme liabilities (increase or decrease by 0.1%)	(6.39)	6.39

f) Impact on the Authority's Cash Flows

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

The Council anticipates paying standard contributions of £4.089 million to the fund for the accounting period ending 31 March 2022. In addition, estimated Strain on Fund contributions will be £364,000.

The weighted average duration of the defined benefit obligation for scheme members is 20.3 years (20.3 years 2020/21).

Further information on the Pension Fund can be obtained from:

Pensions Services
Hampshire County Council
The Castle
Winchester
SO23 8UB Telephone: (01962) 845588

NOTES TO THE ACCOUNTS

43. EXTERNAL AUDIT COSTS

The following fees payable relating to external audit and inspection were incurred:

2020/21		2021/22
£000		£000
43	External audit services carried out by the appointed auditor	43
12	Certification of grant claims and returns	25
55		68

In addition, the external auditor submitted fee variations to Public Sector Audit Appointments Limited for 2020/21.

44. GRANTS INCOME

Details of income credited to the Comprehensive Income and Expenditure Statement are as follows:

2020/21		2021/22
£000		£000
	Service Specific Revenue Grants and Contributions (included in cost of services)	
	<u>Department for Levelling Up, Housing and Communities</u>	
(141)	Council Tax Benefits Admin	(144)
(3,047)	Covid 19 Additional Restrictions Grant Discretionary Scheme	(3,895)
(583)	Covid 19 New Burdens/Compliance	(1,025)
(886)	Covid 19 Hardship Fund	0
0	Covid 19 Welcome Back Fund	(188)
(510)	Disabled Facilities Grants	(895)
(79)	Family Annex Grant	(88)
(364)	Flexible Homelessness Support	0
(1,059)	Furlough Scheme	0
0	Homelessness Prevention Grant	(620)
(155)	New Burdens Homelessness Reduction Act	0
(257)	Next Steps Accommodation	(72)
(275)	NNDR Collection	(276)
0	Protect and Vaccinate Programme	(93)
(247)	Rough Sleepers	(460)
0	Support to Vulnerable Renters	(130)
(77)	Other DLUHC	(82)
	<u>Department for Health and Social Care</u>	
0	Covid Marshalls/Contain Outbreak Management Fund	(203)
	<u>Department for Work and Pensions</u>	
(340)	Housing and Council Tax Benefit Administration	(368)
(30,703)	Housing Benefit Subsidy	(27,290)
(368)	Discretionary Housing Payments	(263)
(109)	Other DWP	(87)
	<u>Other Government Grants</u>	
(11)	Individual Electoral Registration	0
(44)	Apprenticeship Levy	(35)
(1)	Other	(19)
(39,256)	Total Government Grants	(36,233)

NOTES TO THE ACCOUNTS

2020/21		2021/22
£000	<u>Other Grants and Contributions</u>	£000
(303)	Project Integra - Recycling	(588)
(1,075)	Developers' Contributions	(420)
(19)	Disabled Facilities Grants	(5)
(1,397)	Total Other Grants and Contributions	(1,013)
(40,653)	Total Service Revenue Grants and Contributions	(37,246)
	Non-Ringfenced Revenue Government Grants	
	<u>Non Domestic Rates Income and Expenditure</u>	
24,518	Tariff	24,802
(11,566)	Retention Scheme Income	(17,095)
(3,513)	Surplus Business Rates Distributed from Pool	(3,077)
(15,381)	S31 Grant (New Forest District Council proportion)	(9,725)
(5,942)		(5,095)
	<u>Department for Levelling Up, Housing and Communities</u>	
(286)	New Homes Grant	(276)
(8)	Council Tax Freeze Grant	0
(21)	Council Tax Income Grant	0
0	Council Tax Support Grant	(209)
(4,263)	Covid Income Loss Reimbursement Grant	(964)
(2,238)	Covid Emergency Grant	0
0	Lower Tier Services Grant	(170)
(6,816)		(1,619)
(12,758)	Total Non-Ringfenced Revenue Government Grants	(6,714)
	Capital Grants and Contributions	
(1,548)	Coast Protection	(167)
(947)	Housing Acquisitions and Development	(378)
0	HRA Energy Efficiency Scheme	(198)
(26)	Public Sector Disabled Facilities Grants	0
0	Lymington Quay - Harbour Commissioners	(23)
(361)	Developers' Contributions	(182)
(786)	Community Infrastructure Levy	(1,025)
(46)	Capital Receipts	(130)
(3,714)	Total Capital Grants and Contributions	(2,103)
(57,125)	Total Grants and Contributions Income	(46,063)

The Council has received additional grant funding as part of the government's response to the COVID-19 pandemic, some to cover the Council's own expenditure/income shortfalls and some for passing on to local businesses and individuals. The Council has made judgements about whether it is acting as principal or agent in relation to this funding. Where the Council is acting as principal the grant receipts have been recognised as income and associated payments as expenditure. Where the Council is acting as agent the grant receipts and corresponding payments are not included in the Comprehensive Income and Expenditure Statement, other than any element of the funding relating to administration costs.

The table above excludes agent grants for 2021/22 from Central Government of £16 million (2020/21 was £89.7 million) for business support grants where the Council is acting as an agent of the Government in administering the funds and £13.6 million of S31 Business Rate Reliefs grant (£27.1 million for 2020/21). The latter was paid to the Council so that it continues to pay relevant parties their share of business rates income as without suffering cash flow problems due to the award of significant additional reliefs to support particular business sectors during the pandemic.

NOTES TO THE ACCOUNTS

45. LEASES

Finance Leases with the Council acting as Lessee

In 2021/22 there were no rental payments to lessors for Finance Leases.

Operating Leases with the Council acting as Lessee

The Council has acquired 20 properties by entering into operating leases. The assets are not owned by the Council and no asset is recorded in the Council's accounts.

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

	31 March 2021	31 March 2022
	£000	£000
Not later than one year	151	143
Later than one year but not later than 5 years	471	419
Later than 5 years	453	364
Total Lease Rentals	1,075	926

Expenditure of £151,069 was charged to the Comprehensive Income and Expenditure Statement during the year (£144,360 in 2020/21).

Operating Leases with the Council acting as Lessor

The Council leases out property and equipment under operating leases for the provision of community services and economic development.

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

	31 March 2021	31 March 2022
	£000	£000
Not later than one year	1,163	1,135
Later than one year but not later than 5 years	3,399	3,008
Later than 5 years	27,792	28,501
Total Lease Rentals	32,354	32,644

The portion of the lease rental for Hythe Marina that is based on a profit share basis has not been included in this table. As the profit cannot be accurately projected over the 999-year term of the lease any estimate will be inaccurate and therefore has been omitted. The income for 2021/22 was £137,568 (2020/21 £139,386).

There are 11 leases that are not included in this table, that have little value or contain an immediate break clause.

NOTES TO THE ACCOUNTS

46. MEMBERS' ALLOWANCES

During 2021/22, payments to Members of the Council amounted to £542,724. For 2020/21 the equivalent amount was £533,158.

47. SIGNIFICANT INTEREST

The Council has opted to take up its full member rights of three board members, out of seven, at the New Forest Enterprise Centre. This is classified as significant interest, but financial consolidation with the Council's accounts has not been applied, as the relationship does not meet the criteria of a Joint Venture, Associate or Subsidiary, nor is the turnover material.

48. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The Financial Liabilities and Financial Assets disclosed in the Balance Sheet are analysed across the following categories:

Financial Liabilities

The financial liabilities held by the Council during the year were long-term loans from the Public Works Loan Board and are measured at amortised cost.

FINANCIAL LIABILITIES	Long-Term		Short-Term	
	31 March 2021	31 March 2022	31 March 2021	31 March 2022
	£000	£000	£000	£000
Loans at amortised cost:				
PWLB principal sum borrowed	122,605	118,305	4,301	4,301
Accrued Interest	0	0	46	44
Total Borrowing	122,605	118,305	4,347	4,345
Liabilities at amortised cost:				
Trade Creditors	0	0	7,105	8,426
Total Financial Liabilities	122,605	118,305	11,452	12,771

NOTES TO THE ACCOUNTS

Financial Assets

The financial assets held by the Council during the year are held under the following classifications:

Amortised cost (where cash flows are solely payments of principal and interest and the Council's business model is to collect those cash flows) comprising:

- Cash
- Bank current and notice accounts
- Fixed term deposits with banks and building societies
- Loans to other Local Authorities
- Loans to Housing Associations
- Certificates of deposit and covered bonds issued by banks and building societies
- Treasury Bills and Gilts issued by the Government
- Bonds issued by multilateral development banks

Fair value through profit and loss (all other financial assets) comprising:

- Managed money market funds
- Pooled bonds, equity and property funds
- Appletree Property Holdings

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.

FINANCIAL ASSETS	Long-Term		Short-Term	
	31 March 2021	31 March 2022	31 March 2021	31 March 2022
	£000	£000	£000	£000
At amortised cost:				
Principal	3,040	1,002	23,000	44,536
Accrued Interest	0	0	51	22
Credit Loss Allowance	(1)	0	(2)	(2)
At fair value through profit & loss:				
Fair value	14,081	15,822	2,004	1,973
Total Investments	17,120	16,824	25,053	46,529
At amortised cost				
Cash	0	0	557	499
Cash equivalents	0	0	3,090	3,910
Accrued interest	0	0	2	4
Loss Allowance	0	0	(1)	(1)
At fair value through profit & loss:				
Fair value	0	0	5,230	20,160
Total Cash and Cash Equivalents	0	0	8,878	24,572
Loans and receivables:				
Trade Debtors	0	0	4,927	6,709
Total Financial Assets	17,120	16,824	38,858	77,810

Accrued interest is already accounted for in the Comprehensive Income and Expenditure Account.

NOTES TO THE ACCOUNTS

The gains and losses recognised in the Comprehensive Income and Expenditure Account in relation to financial instruments only are made up as follows:

	2020/21			2021/22			Total
	Financial Liabilities Amortised Cost	Financial Assets Amortised Cost	Fair Value through Profit and Loss	Financial Liabilities Amortised Cost	Financial Assets Amortised Cost	Fair Value through Profit and Loss	
	£000	£000	£000	£000	£000	£000	£000
Interest Expense	4,268	0	0	4,268	4,167	0	4,167
Losses from change in fair value	0	0	45	45	0	0	152
Impairment losses	0	3	0	3	0	2	0
Interest payable and similar charges	4,268	3	45	4,316	4,167	2	4,321
Interest Income	0	(197)	0	(197)	0	(64)	0
Dividend Income	0	0	(626)	(626)	0	0	(568)
Gains from changes in fair value	0	0	(1,177)	(1,177)	0	0	(1,530)
Impairment loss reversals	0	(7)	0	(7)	0	(3)	0
Interest and Investment Income	0	(204)	(1,803)	(2,007)	0	(67)	(2,098)
Net Impact on surplus/deficit on provision of services	4,268	(201)	(1,758)	2,309	4,167	(65)	(1,946)
Impact on Other Comprehensive Income and Expenditure	0	0	0	0	0	0	0
Net (Gain)/Loss for the year	4,268	(201)	(1,758)	2,309	4,167	(65)	(1,946)

Financial Instruments Key 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 2021.

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 of 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 Strategy and its Treasury Management Practices seek to achieve a suitable balance between risk and return or cost.

NOTES TO THE ACCOUNTS

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 rate movements or equity prices.

While the Council maintains responsibility for the Treasury Strategy a contract is held with the Hampshire County Council Treasury Team to administer the day-to-day Treasury function on behalf of the Council.

Credit Risk - 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 organisations for investment.

A limit of £10 million 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, registered providers and companies, a smaller limit of £5 million applies. The Council also sets limits on investments in certain sectors. No more than £40 million in total can be invested for a longer period than one year. These limits were set and implemented for 2021/22 on 25 February 2021.

The credit quality of £22.715 million of the Council's investments is enhanced by collateral held in the form of covered bonds collateralised by residential mortgages. The collateral significantly reduces the likelihood of the Council suffering a credit loss on these investments.

The tables below summarise the credit risk exposures, including accrued interest, of the Council's investment portfolio by credit rating and remaining time to maturity.

Counterparty	Balance invested as at 31 March 2022					
	Call Accounts	Up to 1 month	> 1 month and < 6 months	> 6 months and < 12 months	> 12 months	Total
	£000	£000	£000	£000	£000	£000
Banks	3,914	0	275	0	0	4,189
Money Market Funds	20,160	0	0	0	0	20,160
Local Authorities/Housing Associations	0	1,500	4,502	1,001	0	7,003
Bonds	0	0	11,058	15,718	1,002	27,778
Certificates of Deposit	0	7,502	0	0	0	7,502
Treasury Bills	0	0	3,000	0	0	3,000
Pooled Funds	1,973	0	0	0	14,896	16,869
Appletree Property Holdings	0	0	0	0	926	926
Total	26,047	9,002	18,835	16,719	16,824	87,427

NOTES TO THE ACCOUNTS

Bond Ratings	Long-term		Short-term	
	31 March 2021	31 March 2022	31 March 2021	31 March 2022
	£000	£000	£000	£000
AAA	3,039	1,002	0	25,774
AA-	0	0	0	6,432
A+	0	0	0	4,538
A	0	0	9,104	4,723
AAA Money Market Funds	0	0	5,230	20,160
Unrated local authorities	0	0	17,037	7,003
Total	3,039	1,002	31,371	68,630
Credit Rate Not Applicable	14,081	15,822	2,003	1,973
Total Investments	17,120	16,824	33,374	70,603

Credit risk is not applicable to share holdings and pooled funds when the Council has no contractual right to receive any sum of money.

Loss allowances on treasury investments have been calculated by reference to historic default data published by credit rating agencies, multiplied by 67% (2021 131%) to adjust for current and forecast economic conditions. A two-year delay in cash flows is assumed to arise in the event of default. Investments are determined to have suffered a significant increase in credit risk where they have been downgraded by three or more credit rating notches or equivalent since initial recognition, unless they retain an investment grade credit rating. They are determined to be credit-impaired when awarded a "D" credit rating or equivalent.

At 31 March 2022, £3,000 (2021: £4,000) of loss allowances related to treasury investments.

The following analysis summarises the Council's maximum exposure to credit risk on other financial assets (Trade Debtors), based on experience of default, adjusted to reflect current market conditions. The Council also receives income and holds debts from Council Tax, Business Rates and for Housing Benefit overpayments. However, these are statutory debts and whilst the Council endeavours to collect this income, it cannot choose who its counterparties are in relation to these debts. Such statutory debts are not classified as financial instruments, and for this reason no reference to statutory debts is contained within the following tables.

Bond Ratings	Amount at 31 March 2022	Historical experience of default	Market Conditions at 31 March 2022	Estimated maximum exposure to default
	£000	%	%	£000
Trade Debtors	6,709	0.74%	0.03%	2
Total	6,709			2

No breaches of the Council's counterparty criteria occurred during the reporting period and the Council does not expect any losses from non-performance by any counterparties in relation to deposits.

NOTES TO THE ACCOUNTS

Trade Debtors

The Council does not generally allow credit for its trade debtors. The amount that is past its due date can be analysed by age as follows:

	31 March 2021	31 March 2022
	£000	£000
Less than three months	2,040	3,248
Three months to one year	829	1,095
More than one year	2,058	2,366
Total	4,927	6,709

The Council initiates a legal charge on property where tenants have amounts due on a Council mortgage used for the purchase of their Council dwelling. The total collateral at 31 March 2022 was £3,331.

Sundry Debtors bad debt provisions are based upon service areas for invoices that are still unpaid one year after they fall due, then adjusted for known changes and experience. Housing Rents bad debt provisions are based on percentages of the value of arrears for current and former tenants.

Liquidity Risk

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the treasury and investment strategy reports), also through cash flow management procedures required by the CIPFA Code of Practice. This seeks to ensure that cash is available when needed.

In the event of an unexpected cash requirement the Council has ready access to borrowings from the money markets to cover any day-to-day cash flow need, and the PWLB and money markets for access to longer-term funds. The Council is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments.

The maturity analysis of financial assets excluding accrued interest and sums due from customers is as follows:

	31 March 2021	31 March 2022
	£000	£000
Less than one year	33,320	70,577
Between one and two years	2,038	1,002
Between two and three years	1,002	0
No fixed maturity date	14,081	15,822
Total	50,441	87,401

All trade and other payables (£6.709 million) are due to be paid in less than one year and are not shown in the table above.

NOTES TO THE ACCOUNTS

Refinancing and Maturity Risk

The Council maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer-term risk to the Council relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of longer-term financial liabilities and longer-term financial assets.

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 may 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, limiting the amount of the Council's borrowing that matures in any one financial year.

The maturity analysis of financial liabilities is as follows, with the maximum and minimum limits for fixed interest rates maturing in each period as approved by Council in the Treasury Management Strategy:

	Approved maximum limits 2021/22		Actual 31 March 2021		Actual 31 March 2022	
	£m	%	£m	%	£m	%
Less than one year	51	25	4.3	3	4.3	4
Between one and two years	52	25	4.3	3	4.3	4
Between two and five years	51	25	12.5	10	12.3	10
Between five and ten years	52	25	20.5	16	20.5	17
Between ten and twenty years	206	100	41.0	33	41.0	33
Between twenty and forty years	206	100	44.3	35	40.2	32
Over forty years	206	100	0.0	0	0.0	0
Total			126.9	100	122.6	100

The minimum limits have been set at zero and the maximum limit for more than 10 years at 100%. This is to facilitate the premature repayment and replacement of all PWLB loans with a longer maturity profile should this be required. The 25% maximum limit on the other periods of less than 10 years is to ensure an even maturity profile of short and medium-term borrowing.

Market Risk

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

- Borrowings at variable rates – the interest charged to the Comprehensive Income and Expenditure Statement will rise.
- Borrowings at fixed rates – the fair value of the liabilities will fall
- Investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise; and
- Investments at fixed rates – the fair value of the assets will fall

NOTES TO THE ACCOUNTS

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 Comprehensive Income and Expenditure. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services. Movements in the fair value of fixed rate investments 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 2022, all the £122.605 million (2021: £126.906 million) of principal borrowed was at fixed rates.

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

	2020/21	2021/22
	£000	£000
Increase in interest receivable on variable rate investments	(300)	(591)
Decrease in fair value of investments held at FVPL	63	84
Impact on Surplus or Deficit on the Provision of Services	(237)	(507)
Decrease in fair value of investments held at FVOCI	0	0
Impact on Comprehensive Income and Expenditure Account	(237)	(507)
Decrease in fair value of loans and investments at amortised cost*	43	78
Decrease in fair value of fixed rate borrowing*	(17,064)	(13,879)

* 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.

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

The Council's investments in pooled property funds are subject to the risk of falling commercial property prices. This risk is limited by the Council's investment strategy. A 5% fall in commercial property prices at 31 March 2022 would result in a £0.42 million (2021: £0.37 million) charge to the Surplus or Deficit on the Provision of Services which is then transferred to the Financial Instruments Revaluation Reserve.

The Council's investments in pooled equity funds are subject to the risk of falling share prices. This risk is limited by the Council's investment strategy. A 5% fall in share prices at 31 March 2022 would result in a £0.10 million (2021: £0.19 million) charge to the Surplus or Deficit on the Provision of Services which is then transferred to the Financial Instruments Revaluation Reserve.

Foreign Exchange Risk – The Council has no financial assets or liabilities denominated in foreign currencies. It therefore has no exposure to loss arising from movements in exchange rates.

NOTES TO THE ACCOUNTS

Guarantor Risk – The Council acted as the guarantor to a 30-year loan held by the New Forest Enterprise Centre Ltd at Rushington. The last payment for this loan was made during 2020/21, therefore the Council is no longer a guarantor.

Fair value of Assets and Liabilities carried at Amortised Cost

Financial instruments, except those classified at amortised cost, are carried in the Balance Sheet at fair value. For money market funds and pooled 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 2022, using the following methods and assumptions:

- Loans from the PWLB 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.
- No early repayment or impairment is recognised for any financial instrument.
- The fair value of short-term investments, including trade payables and receivables is assumed to approximate to the carrying amount given the low and stable interest rate environment.

The 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.

	Fair Value Level	31 March 2021		31 March 2022	
		Balance Sheet £000	Fair value £000	Balance Sheet £000	Fair value £000
Financial liabilities held at amortised cost:					
Loans from PWLB	2	(126,952)	(151,733)	(122,650)	(131,405)
Total		(126,952)	(151,733)	(122,650)	(131,405)
Total Financial Liabilities		(126,952)		(122,650)	
Recorded on balance sheet as:					
Short-term borrowing		(4,347)		(4,345)	
Long-term borrowing		(122,605)		(118,305)	
Total Financial Liabilities		(126,952)		(122,650)	

NOTES TO THE ACCOUNTS

The fair value of short-term financial liabilities held at amortised cost, is assumed to approximate to the carrying amount.

The fair value of financial liabilities held at amortised cost is lower than the carrying amount because the Council'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.

	Fair Value Level	31 March 2021		31 March 2022	
		Balance Sheet £000	Fair value £000	Balance Sheet £000	Fair value £000
Financial assets held at fair value:					
Money market funds	1	5,230	5,230	20,160	20,160
Bond, equity and multi-asset funds	1	8,022	8,022	8,174	8,174
Property Funds	2	7,470	7,470	8,696	8,696
Appletree Property Holdings	1	593	593	926	926
Financial assets held at amortised cost:					
Corporate, covered and government bonds	1	3,039	3,053	1,002	1,004
Long-term loans to local authorities, housing associations, harbour commissioner and Appletree Property Holdings	2	2,712	2,736	3,449	3,452
Total		27,065	27,104	42,406	42,412
Assets for which fair value is not disclosed*		31,625		55,678	
Total Financial Assets		58,690		98,084	
Recorded on balance sheet as:					
Long-term investments		17,120		16,824	
Long-term debtors		2,712		3,449	
Short-term investments		25,053		46,530	
Cash and cash equivalents		8,878		24,572	
Short-term trade debtors		4,927		6,709	
Total Financial Assets		58,690		98,084	

The fair value of financial assets held at amortised cost in aggregate is higher than their balance sheet carrying amount because the interest rate on similar investments is now lower than that obtained when the investment was originally made.

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

The fair value adjustment is a note to the accounts only; no accounting entry is required.

NOTES TO THE ACCOUNTS

49. OFFICERS' REMUNERATION

The senior employees whose salary exceeded £50,000 per annum for 2021/22 are shown in the table below.

2021/22	Notes	Salary (including fees and allowances)	Compensation for loss of office	Total Remuneration excluding pension contributions	Pension contributions	Total Remuneration including pension contributions
		£	£	£	£	£
Former Chief Executive	a/b	47,021	0	47,021	8,470	55,491
Former Returning Officer	a	22,204	0	22,204	0	22,204
		69,225	0	69,225	8,470	77,695
Interim Chief Executive	a/c	40,504	0	40,504	6,823	47,327
Interim Returning Officer	a	567	0	567	0	567
		41,071	0	41,071	6,823	47,894
Current Chief Executive	a/d	39,408	0	39,408	7,251	46,659
Current Returning Officer	a	819	0	819	0	819
		40,227	0	40,227	7,251	47,478
Executive Head - Operations (Deputy Chief Executive)	e	28,635	0	28,635	103,803	132,438
Executive Head - Governance and Regulation		89,216	0	89,216	16,416	105,632
Executive Head - Resources		85,029	0	85,029	15,645	100,674
Chief Finance Officer (S151)		84,205	0	84,205	15,494	99,699
Chief Planning Officer		83,318	0	83,318	15,330	98,648
		520,926	0	520,926	189,232	710,158

The Employer's Pension Contributions were 18.40% for 2021/22 and 2020/21. There were no Bonuses or Benefits in Kind paid in 2021/22 or 2020/21.

- a) The Chief Executive undertook the Returning Officer role.
- b) The former Chief Executive left on 15 August 2021, the annualised salary for the post was £123,192.
- c) An interim Chief Executive was in post from 16 August to 10 December 2021, the annualised salary for the post was £115,921.
- d) The new Chief Executive commenced on 6 December 2021, the annualised salary for the post was £123,192.
- e) The Executive Head – Operations (Deputy Chief Executive) left on 4 July 2021, the annualised salary for the post was £90,205.

NOTES TO THE ACCOUNTS

The figures for 2020/21 were:

2020/21	Notes	Salary (including fees and allowances)	Compensation for loss of office	Total Remuneration excluding pension contributions	Pension contributions	Total Remuneration including pension contributions
		£	£	£	£	£
Chief Executive	f	121,371	0	121,371	22,332	143,703
Returning Officer	f	1,754	0	1,754	0	1,754
		123,125	0	123,125	22,332	145,457
Executive Head - Operations (Deputy Chief Executive)		88,960	0	88,960	16,369	105,329
Executive Head - Governance and Regulation		87,897	0	87,897	16,173	104,070
Executive Head - Resources		85,396	0	85,396	15,713	101,109
Chief Finance Officer (S151)		78,316	0	78,316	14,410	92,726
Chief Planning Officer		81,481	0	81,481	14,993	96,474
		545,175	0	545,175	99,990	645,165

- f) The Chief Executive undertook the Returning Officer role.

The other officers whose remuneration, including termination benefit costs but excluding pension contributions, was above £50,000 were:

Remuneration Band	Number of Employees			
	2020/21		2021/22	
	Left During Year	Total	Left During Year	Total
£ 50,000 - £ 54,999	0	10	1	16
£ 55,000 - £ 59,999	0	3	0	4
£ 60,000 - £ 64,999	0	13	1	4
£ 65,000 - £ 69,999	0	3	0	10
£ 70,000 - £ 74,999	0	0	0	1
	0	29	2	35

NOTES TO THE ACCOUNTS

50. TERMINATION BENEFITS

The Council terminated the contracts of 14 employees in 2021/22, incurring costs of £222,997 (48 employees, £175,179 in 2020/21). At the end of 2021/22 the redundancy provision made was £31,000 for future terminations.

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 £
2021/22				
£0 - £20,000	0	10	10	24,718
£20,000-£100,000	2	2	4	198,279
Total	2	12	14	222,997
2020/21				
£0 - £60,000	0	48	48	175,179
Total	0	48	48	175,179

51. 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 limit another party's ability to bargain freely with the Council.

Central Government has effective control over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides the majority of funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties. Details of transactions with government departments are set out in note 44.

The Council has a wholly owned group subsidiary consisting of an active holding company, that has two subsidiaries, one of which has been active since 2019/20. Each has the same Board of Directors comprised solely of Council members and officers. As 31 March 2022 the Council had a long-term debtor of £2.673 million (as at 31 March 2021, £1.766 million) and investment of £0.926 million (at 31 March 2021, this was £0.593 million).

NOTES TO THE ACCOUNTS

During 2021/22 the Council provided office accommodation, financial services (including Internal Audit), human resources and geographical information system support to the New Forest National Park Authority. The total income received, which included these services, for 2021/22 was £313,000 (£355,000 for 2020/21). Income due at 31 March 2022 amounted to £20,000. The New Forest National Park Authority provided Ranger and Archaeology services to the Council which amounted to £56,300 for 2021/22 (in 2020/21 £54,000). £8,270 was owed to the New Forest National Park Authority at 31 March 2022.

Members of the Council have direct control over the Council's financing and operating policies. The total of members' allowances paid is shown in note 47. During 2021/22 £85,708 was paid to two companies in which two members had an interest, in 2020/21 no money was paid to companies in which members had an interest. In 2021/22 and 2020/21, no payments were paid to organisations in which members had an interest, but on which there is no Council representative. One member is employed by the Council's bank; this contract was tendered and commenced in December 2014. There were no material transactions with any chief officers during the year.

52. GROUP ACCOUNTS

On the 12 February 2019, the Council incorporated 3 wholly owned companies for the purposes of property acquisition, letting and development:

- Appletree Property Holdings Limited
- Appletree Property Lettings Limited
- Appletree Residential Developments Limited

Group accounts have been prepared for the year ended 31 March 2022.

53. REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE

This note relates to capital expenditure that does not result in the Council owning tangible non-current assets. Such expenditure is required to be treated as revenue expenditure in accordance with the SORP, but under statute can be funded from capital resources.

	Charged to revenue 2021/22	Capital resource funding 2021/22
	£000	£000
General Fund		
- Housing Private Sector Disabled Adaptations/Home Repair Loans	901	901
- Leisure Schemes	227	227
- Open Space	19	19
	1,147	1,147

54. ASSETS HELD FOR SALE

There were no assets held for sale at 31 March 2022.

NOTES TO THE ACCOUNTS

55. GOING CONCERN

These accounts have been prepared on a going concern basis that the authority will continue in operational existence for the foreseeable future.

The provisions in the Code of Audit Practice 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 thus 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 agreed balanced budget for 2022/23 and the Medium Term outlook to 2025/26 are supported by robust financial planning, estimates and assumptions. The Council has plans to address the forecast deficit over the period and as confirmed within the Section 25 statement of the Medium Term Financial Plan, adequate reserves will be maintained above minimum levels. The updated Treasury Management and Investment Strategies pick up on the forecast cashflow position, taking into account the Council's Capital Programme aspirations, covering the period to the end of April 2024. The Council will optimise the cash balances it has and has the option to prudentially borrow to support Capital Programme financing when required but will not need to do so during 2022/23.

The Appletree Property Holdings group of companies depend upon the Council for ongoing financial support. The Council is committed to providing this support in the short to medium term as the companies assist with the provision of housing in the New Forest. Provision of expected loan drawdowns and other financial support has been incorporated into the Council's cash flow forecasts and medium-term financial plans.

56. AUTHORISATION OF ACCOUNTS FOR ISSUE

This Statement of Accounts was authorised for issue on TBC by Cllr A Alvey and Mr A Bethune.

HOUSING REVENUE ACCOUNT INCOME AND EXPENDITURE STATEMENT

2020/21		Notes	2021/22
£000			£000
	Income		
(26,360)	Dwelling rents		(26,993)
(711)	Non-dwelling rents		(659)
(654)	Charges for services and facilities		(695)
(372)	Contributions towards expenditure		(395)
(28,097)			(28,742)
	Expenditure		
5,024	Repairs and maintenance	3	5,426
6,825	Supervision and management		7,690
90	Rents, rates, taxes and other charges		169
12,562	Depreciation, impairment and revaluation of non-current assets	4	7,544
12	Debt Management Costs		12
108	Movement in the allowance for bad debts		50
24,621			20,891
(3,476)	Net (Income) / Expenditure of HRA Services as included in the Comprehensive Income and Expenditure Statement		(7,851)
146	HRA services' share of Corporate and Democratic Core		146
(3,330)	Net (Income) / Expenditure for HRA Services		(7,705)
	HRA share of the Operating Income and Expenditure included in the whole authority Comprehensive Income and Expenditure Statement		
(1,008)	(Gain) / Loss on sale of HRA non-current assets		(2,525)
4,245	Interest payable and similar charges		4,158
(17)	Interest and investment income		(23)
441	Net interest on the net defined benefit liability / (asset)	5	521
(13)	Income and expenditure in relation to investment properties and changes in their fair value		(9)
(1,000)	Capital Grants and Contributions Receivable		(665)
(682)	(Surplus) or Deficit for the year on HRA services		(6,248)

NOTES TO THE HOUSING REVENUE ACCOUNT

1. HOUSING REVENUE ACCOUNT ASSETS

a) Categorised by type of accommodation

31 March 2022	Houses	Bungalows	Flats	Total
Bedsits	0	0	197	197
1 Bedroom	6	361	840	1,207
2 Bedrooms	728	498	433	1,659
3 Bedrooms	1,931	18	6	1,955
4+ Bedrooms	143	1	0	144
Total	2,808	878	1,476	5,162

31 March 2021	Houses	Bungalows	Flats	Total
Bedsits	0	0	189	189
1 Bedroom	6	362	837	1,205
2 Bedrooms	731	499	437	1,667
3 Bedrooms	1,939	18	6	1,963
4+ Bedrooms	143	1	0	144
Total	2,819	880	1,469	5,168

b) Vacant Possession Value of Dwellings

The following analysis shows the value of dwellings within the HRA if they were sold on the open market with vacant possession.

	1 April 2020	1 April 2021
	£000	£000
Council Housing Assets		
Standard Dwellings	1,025,559	1,047,599
Restricted Housing	74,636	75,845
Special Housing	3,761	5,633
Garages	8,747	8,441
	1,112,703	1,137,518
Other Assets		
Investment Property	183	183
Land and Other Buildings	1,408	1,143
Community Centre	77	0
	1,668	1,326
	1,114,371	1,138,844

NOTES TO THE HOUSING REVENUE ACCOUNT

c) Gross Value and Number by Type of HRA Assets

This analysis shows the gross value and number by types of dwelling within the HRA. The Balance Sheet value differs from the open market value, reflecting the economic cost to government of providing council housing at less than open market rents.

	1 April 2021		31 March 2022	
	Number of Units	Value £000	Number of Units	Value £000
Council Housing Assets				
Standard Dwellings	4,583	345,708	4,569	376,140
Restricted Housing	540	25,029	540	27,364
Special Housing	45	5,633	53	7,061
Garages	1,788	8,441	1,755	8,267
	6,956	384,811	6,917	418,832
Other Assets				
Investment Property	1	183	1	179
Land and Other Buildings	15	1,143	12	927
Community Centre	1	0	0	0
	17	1,326	13	1,106
Total	6,973	386,137	6,930	419,938

d) Capital Expenditure

Housing Revenue Account capital expenditure was applied to:

	2020/21	2021/22
	£000	£000
Major Repairs	5,585	5,115
Environmental Enhancements	131	49
Acquisition and Development Programme	10,396	6,817
Disabled Adaptations	641	880
Total	16,753	12,861

e) Funding of HRA Capital Expenditure

	2020/21	2021/22
	£000	£000
Revenue Contributions	975	932
Major Repairs Reserve	8,704	8,701
Loan	4,100	0
Grant	974	576
Capital Receipts	2,000	2,652
Total	16,753	12,861

NOTES TO THE HOUSING REVENUE ACCOUNT

2. RENT ARREARS

	31 March 2021	31 March 2022
	£000	£000
Rent Arrears	583	604
- current tenants	444	478
- former tenants	1,027	1,082
Less provision for bad debts	(755)	(772)
Anticipated collectable arrears of rent	272	310

3. HOUSING REPAIRS

The following table shows expenditure for the different categories of work undertaken on housing repairs:

	2020/21	2021/22
	£000	£000
Cyclical Maintenance	1,321	1,386
Reactive Maintenance	3,703	4,040
Total	5,024	5,426

The Council also undertook £5.115 million of housing works, which were treated as capital expenditure. The main categories of work were central heating, windows, doors and roof replacements and kitchen and bathroom modernisations.

4. HRA DEPRECIATION AND IMPAIRMENT OF FIXED ASSETS

a) Depreciation

The figures below show the depreciation charged to the Housing Revenue Account analysed over type of asset.

	2020/21	2021/22
	£000	£000
Standard Accommodation	8,030	7,992
Restricted Accommodation	584	579
Special Housing	89	130
	8,703	8,701
Other (included in Supervision and Management costs)	1	1
Total	8,704	8,702

NOTES TO THE HOUSING REVENUE ACCOUNT

b) Impairment

In 2021/22 there was a net increase in Housing asset values credited to the Housing Revenue Account of £11.032 million but these were offset by capital expenditure not enhancing value of £9.879 million to arrive at a net valuation increase of £1.153 million. This compares to a net impairment of £3.859 million in 2020/21. In 2021/22 other net Housing asset valuation increases credited to the Revaluation Reserve were £31.960 million (£4.765 million in 2020/21).

	2020/21 £000	2021/22 £000
Housing Revenue Account/Capital Adjustment Account		
Revaluation Increases	(9,103)	(11,036)
Revaluation Decreases	661	4
Net Revaluation (Increases)/Decreases	(8,442)	(11,032)
Capital Expenditure not enhancing asset value	12,301	9,879
Total Housing Revenue Account Impairment	3,859	(1,153)
Revaluation Reserve		
Revaluation Increases	(5,071)	(32,134)
Revaluation Decreases	306	174
Total Revaluation Reserve	(4,765)	(31,960)
Total HRA Impairments/Revaluations	(906)	(33,113)

5. HRA CONTRIBUTION TO/FROM THE PENSION RESERVE

The Council has applied IAS19 to the Housing Revenue Account. This means that service expenditure reflects the appropriate allocation of retirement costs earned in the year rather than actual employer's contributions made. An appropriation has been made from the Pensions Reserve to negate the impact on the Housing Revenue Account balance of all items. The following transactions have been made in the HRA:

	2020/21 £000	2021/22 £000
Net Cost of Services:		
Current service cost	1,588	2,252
Net Operating Expenditure:		
Net Interest Expense	441	521
Amounts to be met from Government Grants and Local Taxation		
Movement on pensions reserve	(1,172)	(1,907)
Actual amount charged against dwelling rents for pensions in the year:		
Employers' contributions payable to scheme	857	865

NOTES TO THE HOUSING REVENUE ACCOUNT

6. MAJOR REPAIRS RESERVE

The following table shows the movements on the Major Repairs Reserve.

	2020/21	2021/22
	£000	£000
Balance 1 April	0	0
Transferred to Reserve	8,704	8,701
Debits in respect of capital expenditure on land, houses and other property	(8,704)	(8,701)
Balance 31 March	0	0

7. CAPITAL RECEIPTS

The following table shows the income from Capital Receipts. Total Capital Receipts in respect of the Housing Revenue Account are shown after adjustments for administration and other costs.

	2020/21	2021/22
	£000	£000
Sale of Council Houses	2,094	5,084
Discount Repaid	18	18
Shared Ownership	0	236
Mortgages Repaid	0	1
Disabled Facilities Grants	5	0
Rent to Mortgage	29	0
Total Capital Receipts	2,146	5,339
Payments due to Government	(662)	(575)
Usable Capital Receipts	1,484	4,764

COLLECTION FUND

The Collection Fund is an agent's statement that shows the transactions of the billing authority in relation to the collection of council tax and non-domestic rates from taxpayers and the distribution of the income to local authorities and the Government. While there is only one Collection Fund, separate statements are shown for council tax and non-domestic rates due to the complexity of non-domestic rates transactions.

COLLECTION FUND – COUNCIL TAX

The Council collects council tax for its own spending needs and on behalf of Hampshire County Council, Police and Crime Commissioner for Hampshire, Hampshire and Isle of Wight Fire and Rescue Service and local town and parish councils.

2020/21			2021/22	
£000	£000		£000	£000
		Income		
	(131,839)	Income from Council Tax		(139,629)
		Transfers to / (from) General Fund:		
(699)		Hardship Relief	(37)	
(71)		Family Annex Relief	(92)	
0	(770)	Transitional Relief	1	(128)
	(132,609)	Total Income		(139,757)
		Expenditure		
		Precepts:		
91,960		Hampshire County Council	96,609	
15,118		Police and Crime Commissioner for Hampshire	16,201	
4,937		Hampshire and Isle of Wight Fire And Rescue Service	5,038	
19,271		New Forest District Council (including	19,785	
	131,286	town and parish council requirements)		137,633
		Bad and Doubtful Debts		
261		Write-offs	273	
546	807	Increase / (decrease) in provisions	95	368
		Contributions:		
	1,485	Previous year's estimated council tax surplus / (deficit)		(639)
	133,578	Total Expenditure		137,362
	969	Movement on fund balance		(2,395)
	(1,535)	(Surplus) / Deficit at 1 April		(566)
	969	Movement on fund balance for year		(2,395)
	(566)	(Surplus) / Deficit at 31 March		(2,961)

COLLECTION FUND

COLLECTION FUND – BUSINESS RATES

The Council collects business rates for its own spending needs and on behalf of the Government, Hampshire County Council and Hampshire and Isle of Wight Fire and Rescue Service.

2020/21			2021/22	
£000	£000		£000	£000
		Income		
	(40,348)	Income collectable from Business Ratepayers Current System		(55,299)
	316	Transitional Protection Payments		258
	<u>(40,032)</u>	Total Income		<u>(55,041)</u>
		Expenditure		
34,462		Payments to Government - Business Rates Retention	34,692	
27,569		New Forest District Council	27,754	
6,203		Hampshire County Council	6,245	
689		Hampshire and Isle of Wight Fire And Rescue Service	694	
275		Costs of Collection	276	
11		NFDC - Renewable Energy Schemes	12	
	69,209			69,673
		Bad and Doubtful Debts		
168		Write-offs	174	
391		Increase / (decrease) in provisions	(403)	
(2,330)		Appeals Provision	1,259	
	(1,771)			1,030
	2,229	Contributions: Previous year's estimated business rates surplus / (deficit)		(28,237)
	<u>69,667</u>	Total Expenditure		<u>42,466</u>
	<u>29,635</u>	Movement on fund balance		<u>(12,575)</u>
(1,242)		(Surplus) / Deficit at 1 April		28,393
29,635		Movement on fund balance for year		(12,575)
	<u>28,393</u>	(Surplus) / Deficit at 31 March		<u>15,818</u>

The significant deficit on the Collection Fund for the 2020/21 and 2021/22 years are reflective of the business rate reliefs awarded by the Government, funded by new S31 grant, as a measure to help provide financial assistance to certain rate paying businesses significantly impacted by reduced trade as a result of the pandemic. Further information is included within section 9 of the Narrative Statement.

NOTES TO THE COLLECTION FUND

1. GENERAL

Any surplus or deficit in respect of Council Tax at the end of the year is, during the next year distributed between the billing authority and major precepting authorities in proportion to their precepts in the year the surplus or deficit occurred.

Any surplus or deficit in respect of Business Rates at the end of the year is distributed in accordance with the percentage allocations set out in note 5.

2. CALCULATION OF THE TAX BASE

The Council Tax charge for the year is calculated by dividing the Council's budget requirement by the Council's tax base.

The tax base is the number of chargeable dwellings in each valuation band (adjusted for dwellings where discounts apply) converted to an equivalent number of band D dwellings.

New Forest District Council's tax base for tax setting purposes was calculated as follows:

Band	Estimated number of Taxable Properties *	Ratio	Number of Band D Equivalent Properties
Disabled A	28.250	5/9	15.90
A	5,861.275	6/9	3,907.70
B	10,665.700	7/9	8,295.80
C	16,435.600	8/9	14,609.60
D	17,602.295	9/9	17,602.50
E	12,481.805	11/9	15,255.80
F	6,581.655	13/9	9,507.10
G	4,277.165	15/9	7,128.80
H	557.665	18/9	1,115.50
Total	74,491.410		77,438.70
Less: Adjustment for collection rates			1,056.70
Less: Council Tax Reduction Scheme			4,843.30
Council Tax Base			71,538.70

* after adjusting for the effects of discounts and anticipated changes during the year for new properties, demolitions, disabled persons relief, exempt properties and successful appeals against valuations.

3. ACCOUNTING FOR THE COLLECTION FUND BALANCE – COUNCIL TAX

The opening balance on the Collection Fund for 2021/22 was a £0.566 million surplus. The surplus at the end of the year is split between Hampshire County Council, New Forest District Council, Police and Crime Commissioner for Hampshire and Hampshire and Isle of Wight Fire and Rescue Service.

In the Balance Sheet at 31 March 2022, the Council included the £2.961 million surplus on a disaggregated basis as a creditor of £2.540 million and a £421,000 attributable surplus within the Collection Fund Adjustment Account balance.

NOTES TO THE COLLECTION FUND

4. PRECEPTS AND DEMANDS ON THE COLLECTION FUND – COUNCIL TAX

2020/21				2021/22		
Precept £000	Share of Surplus £000	Total £000		Precept £000	Share of Surplus £000	Total £000
91,960	400	92,360	Hampshire County Council	96,609	2,076	98,685
15,118	72	15,190	Police and Crime Commissioner for Hampshire	16,201	354	16,555
4,937	19	4,956	Hampshire and Isle of Wight Fire and Rescue Service	5,038	110	5,148
19,271	75	19,346	New Forest District Council (including town and parish council requirements)	19,785	421	20,206
131,286	566	131,852		137,633	2,961	140,594

5. INCOME FROM BUSINESS RATEPAYERS

Under the arrangements for business rates, the Council collects non-domestic rates for its area, which are based on local rateable values multiplied by a uniform rate determined by the Government. The total amount, less certain reliefs and other reductions is paid into the Collection Fund before being distributed to Central Government (50%), New Forest District Council (40%), Hampshire County Council (9%) and Hampshire and Isle of Wight Fire and Rescue Service (1%).

The total non-domestic rateable value at 31 March 2022 was £171.005 million. The national non-domestic multiplier was 51.2p. This gave a potential business rate yield of £87.555 million. After allowing for items such as rateable value amendments, empty properties, small property reductions, additional reliefs as a result of the pandemic and transitional and charitable reliefs, the net amount of business rates collectable was £55.299 million.

6. ACCOUNTING FOR THE COLLECTION FUND BALANCE – BUSINESS RATES

The 2021/22 year end deficit balance on the Collection Fund was £15.818 million. The Council's share is a deficit of £6.327 million and Central Government, Hampshire County Council and Hampshire and Isle of Wight Fire and Rescue Service share a deficit balance of £9.491 million. Within the balance sheet the Council's share is shown within the Collection Fund Adjustment Account balance and the partners' share is netted off within debtors. The funding (additional S31 grant) to cover the Council's share of the deficit is held within Earmarked Reserves.

NOTES TO THE COLLECTION FUND

7. DEMANDS ON THE COLLECTION FUND – BUSINESS RATES

2020/21				2021/22		
Demand	Share of	Total		Demand	Share of	Total
£000	£000	£000		£000	£000	£000
34,462	(14,197)	20,265	Central Government	34,692	(7,909)	26,783
6,203	(2,555)	3,648	Hampshire County Council	6,245	(1,424)	4,821
689	(284)	405	Hampshire and Isle of Wight Fire and Rescue Service	694	(158)	536
27,569	(11,357)	16,212	New Forest District Council	27,754	(6,327)	21,427
68,923	(28,393)	40,530		69,385	(15,818)	53,567

NEW FOREST DISTRICT COUNCIL SUPPLEMENTARY STATEMENTS GROUP ACCOUNTS

The group accounts contain core financial statements similar to those included in the Council's single entity statements but which represent the consolidated position of the group.

The group accounts are presented in the following pages and include:

	Page
Group Comprehensive Income and Expenditure Statement	107
Group Movement in Reserves Statement	108
Group Balance Sheet	109
Group Cash Flow Statement	110

Notes to the group accounts:

- 1 Overview
- 2 Accounting Policies
- 3 Group Property, Plant and Equipment
- 4 Group Long Term Debtors

GROUP COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

This account summarises the resources generated and consumed in providing services and managing the Group during the year.

2020/21				2021/22		
Gross Expend £000	Gross Income £000	Net Expend £000		Gross Expend £000	Gross Income £000	Net Expend £000
256	(2)	254	Business, Tourism and High Streets	342	(3)	339
11,966	(4,997)	6,969	Environment and Coastal Services	10,414	(6,108)	4,306
39,241	(35,169)	4,072	Finance, Investment and Corporate Services	34,938	(31,648)	3,290
6,685	(4,651)	2,034	Housing and Homelessness Services	7,857	(5,296)	2,561
457	(16)	441	Leader	482	(5)	477
11,979	(2,969)	9,010	Partnering and Wellbeing	18,512	(2,171)	16,341
8,052	(4,838)	3,214	People and Places	8,520	(4,914)	3,606
4,558	(1,968)	2,590	Planning, Regeneration and Infrastructure	5,172	(2,043)	3,129
83,194	(54,610)	28,584	General Fund	86,237	(52,188)	34,049
24,767	(28,097)	(3,330)	Housing Revenue Account	21,037	(28,742)	(7,705)
107,961	(82,707)	25,254	Cost of Services	107,274	(80,930)	26,344
			Other Operating Expenditure			
6,519			Town and Parish Council Precepts	6,667		
662			Payments to the Government Housing Capital Receipts Pool	575		
	(1,072)		(Gains)/Losses on the disposal of Non-Current Assets		(2,723)	
		6,109	Total Other Operating Expenditure			4,519
			Financing and Investment Income and Expenditure			
			Interest Payable and Similar Charges:			
			- General Fund	14		
19			- HRA	4,158		
4,245			Expected Credit (Gain)/Loss on Investments		(1)	
3			Changes in the fair value of Investments	152	(1,530)	
45	(1,177)		Other Investment Income		(668)	
	(809)		Net interest on the net defined benefit liability/(asset)	2,407		
2,242			Income, expenditure and changes in the fair value of		(937)	
7			Investment Properties			
		4,575	Total Financing and Investment Income and Expenditure			3,595
			Taxation and Non-Specific Grant Income			
	(19,339)		Council Tax Income (incl. Parish precepts)		(20,036)	
	(5,942)		Non-Domestic Rates Income and Expenditure		(5,095)	
	(6,816)		Unringfenced Government Grants		(1,619)	
	(3,714)		Capital Grants and Contributions		(2,103)	
		(35,811)	Total Taxation and Non-Specific Grant Income			(28,853)
121,703	(121,576)	127	(Surplus)/Deficit on the Provision of Services	121,247	(115,642)	5,605
	(4,869)		(Surplus)/Deficit arising from the revaluation of Property, Plant and Equipment Assets		(35,179)	
11,276			Re-measurement of the defined benefit liability/(asset)		(34,127)	
		6,407	Other Comprehensive Income and Expenditure			(69,306)
		6,534	Total Comprehensive Income and Expenditure			(63,701)

GROUP MOVEMENT IN RESERVES STATEMENT

This schedule shows the movement in the year of the Council's single entity usable and unusable reserves as well as the Council's share of the group reserves.

	Total Usable Reserves	Unusable Reserves	Total Authority Reserves	Council's share of the Reserves of Subsidiaries	TOTAL GROUP RESERVES
	£000	£000	£000	£000	£000
Balance at 31 March 2020	(47,688)	(225,488)	(273,176)	89	(273,087)
<i>Movement in Reserves during 2020/21</i>					
(Surplus)/deficit on the provision of services	(58)	0	(58)	185	127
Other comprehensive income and expenditure	0	6,413	6,413	(6)	6,407
Total Comprehensive Income and Expenditure	(58)	6,413	6,355	179	6,534
Adjustment between group accounts and authority accounts	(38)	0	(38)	38	0
Net (Increase)/Decrease before transfers	(96)	6,413	6,317	217	6,534
Adjustments between accounting basis and funding basis under regulations	(14,222)	14,222	0	0	0
Net (Increase)/Decrease before Transfers to Earmarked Reserves	(14,318)	20,635	6,317	217	6,534
Transfers to/(from) Earmarked Reserves	0	0	0	0	0
(Increase) / Decrease in Year	(14,318)	20,635	6,317	217	6,534
Balance at 31 March 2021	(62,006)	(204,853)	(266,859)	306	(266,553)
<i>Movement in Reserves during 2021/22</i>					
(Surplus)/deficit on the provision of services	5,444	0	5,444	161	5,605
Other comprehensive income and expenditure	0	(69,306)	(69,306)	0	(69,306)
Total Comprehensive Income and Expenditure	5,444	(69,306)	(63,862)	161	(63,701)
Adjustment between group accounts and authority accounts	(112)	0	(112)	112	0
Net (Increase)/Decrease before transfers	(112)	0	(63,974)	273	(63,701)
Adjustments between accounting basis and funding basis under regulations	(2,102)	2,102	0	0	0
Net (Increase)/Decrease Before Transfers to Earmarked Reserves	3,230	(67,204)	(63,974)	273	(63,701)
Transfers to/(from) Earmarked Reserves	0	0	0	0	0
(Increase) / Decrease in Year	3,230	(67,204)	(63,974)	273	(63,701)
Balance at 31 March 2022	(58,776)	(272,057)	(330,833)	579	(330,254)

GROUP BALANCE SHEET

This statement shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Group.

2020/21			2021/22	
£000	£000		£000	£000
		Long-Term Assets		
		Property, Plant and Equipment:		
384,811		Council Dwellings	418,832	
69,638		Other Land and Buildings	65,002	
2,437		Vehicles, Plant and Equipment	4,508	
3,064		Infrastructure	2,771	
537		Community Assets	537	
3,286	463,773	Assets Under Construction	3,986	495,636
	12,384	Investment Property		18,463
	16,527	Long-Term Investments		15,898
	946	Long-Term Debtors		776
	<u>493,630</u>	Total Long-Term Assets		<u>530,773</u>
		Current Assets		
25,053		Short-Term Investments	46,530	
267		Inventories	283	
17,732		Short-Term Debtors	11,055	
(2,987)		Bad Debt Provision	(2,718)	
8,898		Cash and Cash Equivalents	24,623	
	<u>48,963</u>	Total Current Assets		<u>79,773</u>
	542,593	Total Assets		610,546
		Current Liabilities		
(4,346)		Short-Term Borrowing	(4,345)	
(27,439)		Short-Term Creditors	(60,036)	
	<u>(31,785)</u>	Total Current Liabilities		<u>(64,381)</u>
		Long-Term Liabilities		
(122,605)		Long-Term Borrowing	(118,305)	
(2,968)		Provisions	(4,020)	
(1,401)		Capital Grants - Receipts in Advance	(2,001)	
(577)		Developers' Contributions - Receipts in Advance	(565)	
(116,704)		Net Pensions Liability	(91,020)	
	<u>(244,255)</u>	Total Long-Term Liabilities		<u>(215,911)</u>
	266,553	Net Assets		330,254
		Usable Reserves		
3,000		General Fund Balance	3,000	
31,686		Earmarked Reserves	25,064	
1,000		Housing Revenue Account Balance	1,000	
12,092		Capital Programme Reserve	11,880	
3,571		Capital Receipts Reserve	5,895	
5,998		Community Infrastructure Levy Unapplied	7,023	
4,608	61,955	Developers' Contributions Unapplied	4,790	58,652
		Unusable Reserves		
46,601		Revaluation Reserve	81,330	
286,203		Capital Adjustment Account	285,938	
(70)		Financial Instruments Revaluation Reserve	1,308	
444		Deferred Capital Receipts Reserve	476	
(116,704)		Pensions Reserve	(91,020)	
(11,283)		Collection Fund Adjustment Account	(5,906)	
(593)	204,598	Accumulating Absences Adjustment Account	(524)	271,602
	266,553	Total Reserves		330,254

GROUP CASH FLOW STATEMENT

The Cash Flow statement shows the changes in cash and cash equivalents in the group during the reporting period. The statement shows how the Group generates and uses cash equivalents by classifying cash flows as operating, investing and financing activities.

2020/21 £000		2021/22 £000
127	Net (surplus) or deficit on the provision of services	5,605
(22,348)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	(43,165)
2,165	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	5,580
(20,056)	Net cash flows from Operating Activities	(31,980)
20,399	Investing Activities	34,270
9,329	Financing Activities	(18,015)
9,672	Net (increase) or decrease in cash and cash equivalents	(15,725)
(18,570)	Cash and cash equivalents at the beginning of the reporting period	(8,898)
(8,898)	Cash and cash equivalents at the end of the reporting period	(24,623)

NOTES TO THE GROUP ACCOUNTS

1. OVERVIEW

New Forest District Council chooses to deliver its services through a variety of delivery models, either under ultimate control or in partnership with other organisations. The financial statements consider the New Forest District Council as a single entity, thus any business interests in other organisations are reflected in terms of the level of the Council's investment and not their financial performance, year-end balances and exposure to risk. In order to reflect a full picture of the Council's financial activities and business relationships, group financial statements are produced to reflect the extent of New Forest District Council's involvement in group undertakings.

The Group

The relevant accounting standards have been applied in determining how the organisations are included in the group boundary. The extent of the Council's interest and control over the entity was considered as was the materiality of the financial impact on the Council's group accounts and the transparency of less material entities to allow the reader to understand the Group's consolidated position. Following this assessment the following has been identified as being within the Council's group for financial reporting purposes.

- Subsidiaries – where the Council either wholly or majority control an entity. Therefore in the 2021/22 group accounts the Appletree Property Holdings Group Limited is included.

The Council does not have business interests in any other organisations that are not included in the group accounts.

NOTES TO THE GROUP ACCOUNTS

2. ACCOUNTING POLICIES

The group accounts have been prepared in accordance with the Code of Practice for Local Authority Accounting in the United Kingdom issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and those International Financial Reporting Standards where CIPFA had provided guidance notes.

The accounting policies used in preparing the group accounts reflect those used by New Forest District Council in its single entity financial statements, these can be found in Note 1 of the New Forest District Council financial statements. In order to ensure consistency of accounting treatment and the alignment of policies across the group the following policies have been adopted:

Consolidation of Subsidiaries

Subsidiaries have been consolidated using the acquisition accounting basis. This is the full, line by line consolidation of financial transactions and balances of the Council and its subsidiary companies. To avoid overstating balances within the group financial statements all transactions and balances between the Council and group companies have been eliminated.

Alignment of accounting framework and policies

Where the accounting framework used by group companies differs from that of the Council, FRS102 rather than IFRS, including the accounting policies and the impact of such differences would have a material impact on the group financial statements then the relevant balances from the group companies will be adjusted to bring the accounting treatment in line with that applied by the Council.

Unrealised profits from intra-group transactions:

Any unrealised profit reflected in the carrying amount of property, plant and equipment and inventory arising from trading between the Council and its group companies will be eliminated to avoid the double counting of gains.

Company losses Accounting Treatment:

Appletree Property Holdings Limited included in the consolidation has reported losses in the year. The losses have been reported in accordance with IAS28 to the extent that all the losses have been recognised in the group accounts. These annual losses are reflected in the Group Comprehensive Income and Expenditure Account.

NOTES TO THE GROUP ACCOUNTS

3. GROUP PROPERTY, PLANT AND EQUIPMENT

Valuation of Property, Plant and Equipment

The Council subsidiary operates an annual programme of property revaluations; in 2021/22 this work was carried out by the Council's valuer P. Marston, MRICS, Registered Valuer.

Movement on Property, Plant and Equipment Assets

Purchases and disposals during the year were as follows:

Movements in 2021/22:	Council Property, Plant and Equipment	Council Share of Subsidiary Property, Plant and Equipment	Total Group Property, Plant and Equipment
Cost or Valuation	£000	£000	£000
At 1 April 2021	486,841	1,796	488,637
Additions	16,648	1,495	18,143
Revaluation increases / (decreases) recognised in the Revaluation Reserve	35,172	0	35,172
Revaluation increases / (decreases) recognised in the Surplus / Deficit on the Provision of Services	(6,474)	(130)	(6,604)
Capital Expenditure not enhancing value recognised in the Surplus / Deficit on the Provision of Services	(10,581)	(70)	(10,651)
Derecognition - disposals	(4,387)	0	(4,387)
Other movements in cost or valuation	0	0	0
At 31 March 2022	517,219	3,091	520,310
Accumulated Depreciation and Impairment			
At 1 April 2021	(24,864)	0	(24,864)
Depreciation charge	(10,046)	0	(10,046)
Depreciation written out to the Revaluation Reserve	6	0	6
Depreciation written out to the Surplus / Deficit on the Provision of Services	8,701	0	8,701
Derecognition - disposals	1,529	0	1,529
At 31 March 2022	(24,674)	0	(24,674)
Net Book Value			
At 31 March 2022	492,545	3,091	495,636
At 31 March 2021	461,977	1,796	463,773

NOTES TO THE GROUP ACCOUNTS

Movements in 2020/21:	Council Property, Plant and Equipment	Council Share of Subsidiary Property, Plant and Equipment	Total Group Property, Plant and Equipment
Cost or Valuation	£000	£000	£000
At 1 April 2020	479,748	425	480,173
Additions	19,188	1,562	20,750
Revaluation increases / (decreases) recognised in the Revaluation Reserve	4,685	6	4,691
Revaluation increases / (decreases) recognised in the Surplus / Deficit on the Provision of Services	(849)	(130)	(979)
Capital Expenditure not enhancing value recognised in the Surplus / Deficit on the Provision of Services	(14,529)	(67)	(14,596)
Derecognition - disposals	(1,402)	0	(1,402)
Other movements in cost or valuation	0	0	0
At 31 March 2021	486,841	1,796	488,637
Accumulated Depreciation and Impairment			
At 1 April 2020	(24,198)	0	(24,198)
Depreciation charge	(10,111)	0	(10,111)
Depreciation written out to the Revaluation Reserve	178	0	178
Depreciation written out to the Surplus / Deficit on the Provision of Services	8,958	0	8,958
Derecognition - disposals	309	0	309
At 31 March 2021	(24,864)	0	(24,864)
Net Book Value			
At 31 March 2021	461,977	1,796	463,773
At 31 March 2020	455,550	425	455,975

NOTES TO THE GROUP ACCOUNTS

4. GROUP ACCOUNTS LONG TERM DEBTORS

Group long term debtors were as follows:

31 March 2021		31 March 2022
£000		£000
5	Car Loans	2
502	Lymington Harbour Commissioners - Principal	301
439	Rent to Mortgages House Purchases	473
0	Appletree Property Holdings	0
946	Total	776

GLOSSARY OF TERMS

Budget

The Council's plans set out in financial terms. Both revenue and capital budgets are prepared and are used to control and monitor expenditure and performance.

Capital Expenditure

Expenditure on the purchase of assets, which will be of use or benefit to the Council/Community for longer than one year.

Capital Financing

The raising of money to pay for capital expenditure.

Capital Receipts

Proceeds from the sale of long-term assets e.g. land or buildings.

Direct Revenue Financing

Financing of capital expenditure by a direct charge to a revenue account. This method of finance avoids borrowing.

General Fund

The section of the Council's accounts that covers services paid for by the Council Tax, Non-Domestic Rate and Revenue Support Grant.

Housing Revenue Account

The account which records the income and expenditure relating to the provision of council housing.

Impairment

At the end of each year each asset is reviewed. Impairment is accounted for if there is evidence that there has been a reduction in value.

International Financial Reporting Standards (IFRS)

Accounting practices recommended by the major accounting bodies.

Lease

A method of financing capital expenditure where a rental charge is paid for the use of an asset over a specified period of time. This rental covers a proportion of the capital cost of the asset, together with a return on the finance provided by the leasing company.

Long-term Assets

An asset that has a life of more than one year.

GLOSSARY OF TERMS

Long-term Investments

Loans that the Council has given that are repayable after 364 days of the start of the financial year.

PWLB Debt

Borrowing that is raised from the Public Works Loan Board, a UK Central Government organisation.

Revenue Support Grant (RSG)

Grant paid by the Government to local authorities to help them finance the cost of their services. The system is designed so that if all local authorities spend at the level determined by the Government, the council tax would be the same across the country.

Revenue Expenditure/Income

The costs or income relating to the day-to-day provision of services.

Short-term Investments

Investments that the Council has made that are repayable within 364 days from the date of the original investment.

Short-term Loans

Loans that the Council has raised that are repayable within 364 days of the start of the financial year.

Support Services

The costs of professional, administrative and technical support given to the departments that provides services to the public.

AUDIT COMMITTEE – 24 MARCH 2023

INTERNAL AUDIT PROGRESS REPORT 2022-23 – FEBRUARY 2023

1. INTRODUCTION

- 1.1. The purpose of this report is to provide the Audit Committee with an overview of internal audit activity completed in accordance with the approved audit plan and to provide an overview of the status of 'live' reports.

2. SUMMARY

- 2.1. Under the Accounts and Audit (England) Regulations 2015, the Council is responsible for:

- ensuring that its financial management is adequate and effective and that it has a sound system of internal control which facilitates the effective exercise of functions and includes arrangements for the management of risk; and
- undertaking an adequate and effective internal audit of its accounting records and of its system of internal control in accordance with the proper practices in relation to internal control.

- 2.2. In accordance with the Public Sector Internal Audit Standards and the Council's Internal Audit Charter, the Chief Internal Auditor is required to provide a written status report to the Audit Committee, summarising:

'communications on the internal audit activity's performance relative to its plan.'

- 2.3. Appendix A summarises the performance of Internal Audit for 2022-23 to 28th February 2023.

3. FINANCIAL IMPLICATIONS

- 3.1. The audit plan consists of 400 audit days including 18 audit days provided to the New Forest National Park Authority under the current Service Level Agreement. The Council's budget for 2022-23 reflects these arrangements.

4. CRIME AND DISORDER IMPLICATIONS

- 4.1. There are no crime and disorder implications arising directly from this report, however inadequate audit coverage may result in areas of control weakness, unacceptable risks or governance failings as well as the increased potential for error and fraud.

5. ENVIRONMENTAL MATTERS & EQUALITY AND DIVERSITY IMPLICATIONS

5.1. There are no matters arising directly from this report.

6. RECOMMENDATION

6.1. The Audit Committee note the content of the progress report, attached as Appendix A.

For Further Information Please Contact:

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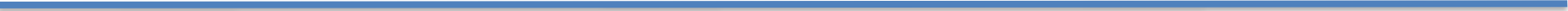
Background Papers:

Internal Audit Plan 22-23

Internal Audit Progress Report 2022-23

February 2023

New Forest District Council



**Southern Internal
Audit Partnership**

Assurance through excellence
and innovation

Contents:

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1. Role of Internal Audit

The requirement for an internal audit function in local government is detailed within the Accounts and Audit (England) Regulations 2015, which states that a relevant body must:

‘Undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.’

The standards for ‘proper practices’ are laid down in the Public Sector Internal Audit Standards [the Standards – updated 2017].

The role of internal audit is best summarised through its definition within the Standards, as an:

‘Independent, objective assurance and consulting activity designed to add value and improve an organisations’ operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes’.

New Forest District Council is responsible for establishing and maintaining appropriate risk management processes, control systems, accounting records and governance arrangements. Internal audit plays a vital role in advising the Council that these arrangements are in place and operating effectively.

The Council’s response to internal audit activity should lead to the strengthening of the control environment and, therefore, contribute to the achievement of the organisations’ objectives.

2. Purpose of report

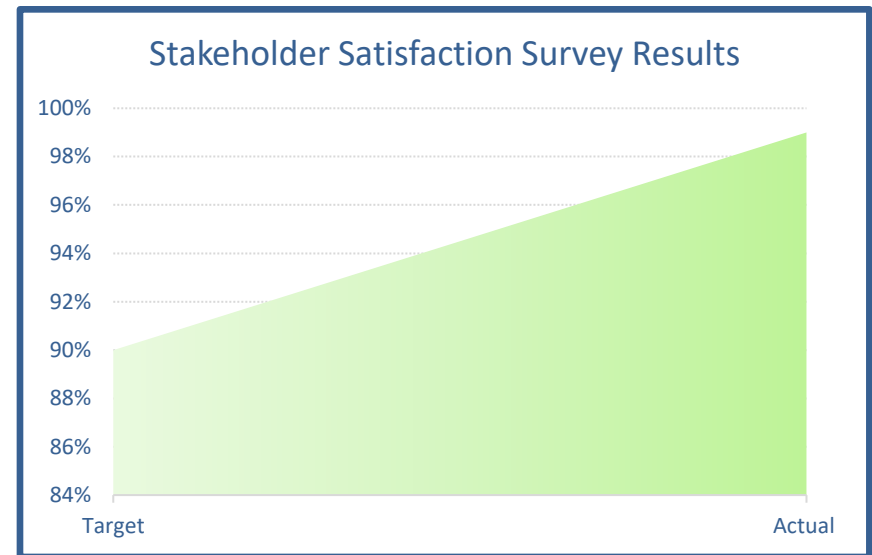
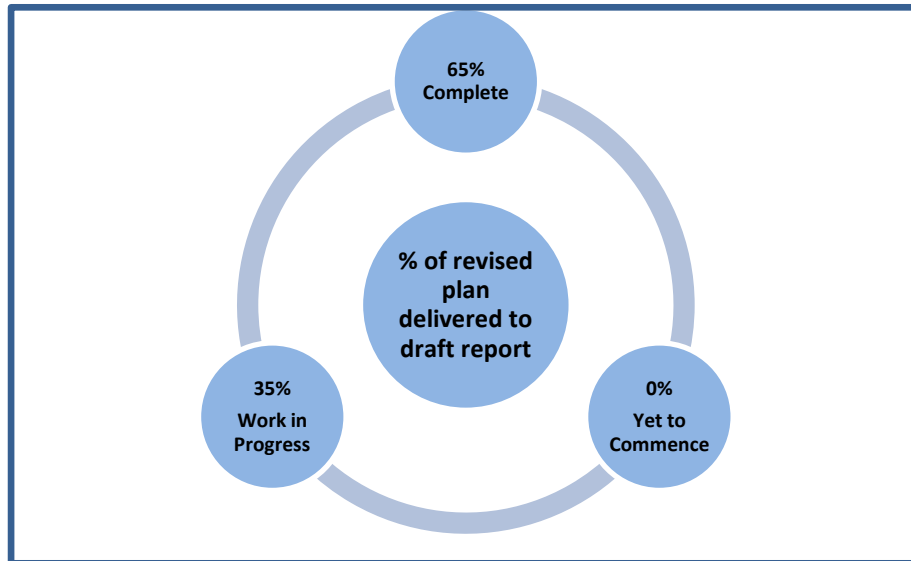
In accordance with proper internal audit practices (Public Sector Internal Audit Standards), and the Internal Audit Charter the Chief Internal Auditor is required to provide a written status report to ‘Senior Management’ and ‘the Board’, summarising:

- The status of ‘live’ internal audit reports;
- an update on progress against the annual audit plan;
- a summary of internal audit performance, planning and resourcing issues; and
- a summary of significant issues that impact on the Chief Internal Auditor’s annual opinion.

Internal audit reviews culminate in an opinion on the assurance that can be placed on the effectiveness of the framework of risk management, control and governance designed to support the achievement of management objectives of the service area under review. The assurance opinions are categorised as follows:

Substantial	A sound system of governance, risk management and control exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited.
Reasonable	There is a generally sound system of governance, risk management and control in place. Some issues, non-compliance or scope for improvement were identified which may put at risk the achievement of objectives in the area audited.
Limited	Significant gaps, weaknesses or non-compliance were identified. Improvement is required to the system of governance, risk management and control to effectively manage risks to the achievement of objectives in the area audited.
No	Immediate action is required to address fundamental gaps, weaknesses or non-compliance identified. The system of governance, risk management and control is inadequate to effectively manage risks to the achievement of objectives in the area audited.

3. Performance dashboard



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Compliance with Public Sector Internal Audit Standards

An External Quality Assessment of the Southern Internal Audit Partnership was undertaken by the Institute of Internal Auditors (IIA) in September 2020. The report concluded:

'The mandatory elements of the International Professional Practices Framework (IPPF) include the Definition of Internal Auditing, Code of Ethics, Core Principles and International Standards. There are 64 fundamental principles to achieve with 118 points of recommended practice. We assess against the principles.

It is our view that the Southern Internal Audit Partnership conforms to all 64 of these principles.

We have also reviewed SIAP conformance with the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN).

We are pleased to report that SIAP conform with all relevant, associated elements.'

4. Analysis of 'Live' audit reviews

Audit Review	Report Date	Audit Sponsor	Assurance Opinion	Total Management Action(s)	Not Yet Due	Complete	Overdue		
							L	M	H
Income Collection and Banking	Jun 21	SM (R&B)	Reasonable	4	2	2			
Main Accounting and Reconciliations *	Jun 21	SM (R&B)	Reasonable	3	0	3			
Cyber Security	Jul 21	SM (ICT)	Reasonable	8	0	5		3	
Coastal Management and Protection *	Oct 21	SM (C&PF)	Reasonable	4	0	4			
HR Performance Management *	Feb 22	SM (HR)	Reasonable	6	0	6			
Tree management	Apr 22	SM (OS)	Reasonable	19	2	17			
Information Security – Website *	Apr 22	SM (ICT)	Reasonable	9	0	9			
Building Control	May 22	EHPR&E	Reasonable	9	3	3		2	1
Use of Agency Staff	Jun 22	SM (HR)	Limited	10	1	9			
Lease Income and Charges	Aug 22	SM (EV)	Reasonable	2	1	1			
Statutory Safety Checks - Corporate Estate	Aug 22	SM (EV)	Reasonable	6	0	3		3	
Community Safety Partnership	Sep 22	SM (EV)	Reasonable	2	2	0			
Accounts Receivable and Debt Management	Oct 22	SM (R&B)	Reasonable	3	2	1			
Total							0	8	1

* Denotes audits where all actions have been completed since the last progress report

Progress is being made to address the Building Control overdue high priority action with anticipated completion by the end of April 2023.

Audit Sponsor		Audit Sponsor	
Executive Head of Financial and Corporate Services (S151 Officer)	EHF&CS	Executive Head of Governance and Housing	EHG&H
Service Manager (Revenues & Benefits)	SM (R&B)	Service Manager (Housing Maintenance)	SM (HM)
Service Manager (Human Resources)	SM (HR)	Service Manager (Housing Options, Rents, Support and Private Sector Housing)	SM (HO)
Service Manager (Estates & Valuation)	SM (E&V)	Service Manager (Housing Strategy & Development)	SM (HS&D)
Service Manager (ICT)	SM (ICT)	Service Manager (Housing Compliance & Asset Management)	SM (HC&AM)
Senior Manager (Finance)	SM (FIN)	Service Manager (Elections & Business Improvement)	SM (E&BI)
Executive Head for Planning, Regeneration and the Economy	EHPR&E	Service Manager (Democratic Services)	SM (DS)
Service Manager (Policy and Strategy)	SM (P&S)	Service Manager (Estate Management & Support Services)	SM (EM&SS)
Service Manager (Development Management)	SM (DM)	Service Manager (Legal)	SM (L)
Service Manager (Coastal)	SM (C)		
Executive Head of Partnership and Operations	EHP&O		
Service Manager (Environment & Regulation)	SM (E&R)		
Service Manager (Waste & Transport)	SM (W&T)		
Service Manager (Open Spaces)	SM (OS)		

5. Executive Summaries of reports published concluding a ‘Limited’ or ‘No’ assurance opinion

No new audits have concluded with a ‘Limited’ or ‘No’ Assurance Opinion since the December 2022 progress report.

6. Planning & Resourcing

The Internal Audit Plan for 2022-23 was agreed by EMT and approved by the Audit Committee in March 2022. The audit plan remains fluid to provide a responsive service that reacts to the changing needs of the Council. Progress against the plan is detailed within section 7.

7. Rolling Work Programme

Audit Review	Sponsor	Scoping	Terms of reference	Fieldwork	Draft Report	Final Report	Assurance Opinion	Comment
Corporate / Governance Framework								
Performance Management Framework	SM (E&BI)	✓	n/a	✓	n/a	n/a	n/a	Advisory role
Lease Income and Charges	SM (EV)	✓	✓	✓	Jul 22	Aug 22	Reasonable	
Community Safety Partnership	SM (EM&SS)	✓	✓	✓	Aug 22	Sep 22	Reasonable	
Statutory Safety Checks - Corporate Estate	SM (EV)	✓	✓	✓	Aug 22	Aug 22	Reasonable	
Fraud Framework	SM (R&B)	n/a	n/a	✓	n/a	n/a	n/a	
Business Continuity	SM (HR)	✓	✓	✓				
Risk Management (Follow-up)	SM (FIN)	✓	✓	✓				
Human Resources								
HR – Use of Agency Staff	SM (HR)	✓	✓	✓	Jun 22	Jun 22	Limited	
Payroll Spine Review and Awards	SM (HR)	✓	✓	✓				
Core Financial Systems								
Accounts Receivable and Debt Management	SM (R&B)	✓	✓	✓	Sep 22	Oct 22	Reasonable	

Audit Review	Sponsor	Scoping	Terms of reference	Fieldwork	Draft Report	Final Report	Assurance Opinion	Comment
Main Accounting and Reconciliations	SM (R&B)	✓	✓	✓	Feb 22	Feb 22	Substantial	
Grant Certifications								
Test and Trace Payment Scheme	SM (R&B)	n/a	n/a	✓	n/a	Jun 22	n/a	6 Grants Certified
Contain Outbreak Management Fund	SM (E&R)	n/a	n/a	✓	n/a	Jul 22	n/a	Grant Certified
Information Technology								
Identity Management	SM (ICT)	✓	✓	✓				
IT Asset Management	SM (ICT)	✓	✓	✓				
IT Disaster Recovery and Business Continuity Planning (follow-up)	SM (ICT)	✓	✓	✓	Dec 22	Jan 23	n/a	Follow-up.
Portfolio Themes								
Homelessness	SM (HO)	✓	✓	✓				
Housing Asset Management – Electrical Safety Checks	SM (HC&AM)	✓	✓	✓				
Housing Asset Management – Legionella Checks	SM (HC&AM)	✓	✓	✓				
Open Spaces – Safety Checks	SM (OS)	✓	✓	✓	Dec 22			
Leisure Contract Management	EHP&O	✓	✓	✓	Oct 22	Nov 22	Substantial	
Fleet Management (follow-up phase 2)	SM (W&T)	✓	✓	✓	Jun 22			
Environmental Health – Food Hygiene Inspections	SM (E&R)	✓	✓	✓				
Boundary Commission Changes	SM (E&BI)	✓	✓	✓	Feb 23	Feb 23	Substantial	
Engineering Works	EHP&E	✓	✓	✓	Sep 22			
Keyhaven Income	EHP&E	✓	✓	✓	Jul 22	Nov 22	Reasonable	

Annex 1 - Adjustments to the plan

Audit reviews added to the plan (included in rolling work programme above)	Comment
HR – Use of Agency Staff *	Carried forward from 2021-22 plan as work in progress at the time of the Annual Internal Audit Report and Opinion.
Fleet Management (follow-up phase 2) *	Carried forward from 2021-22 plan as work in progress at the time of the Annual Internal Audit Report and Opinion.
Test and Trace Payment Scheme *	Government funding requiring formal certification that expenditure has been in accordance with the grant conditions.
Contain Outbreak Management Fund *	Government funding requiring formal certification that expenditure has been in accordance with the grant conditions.
Payroll Spine Review and Awards **	Review to provide assurance over the process followed to apply adjustments to payroll following a spine review and pay award.

Audit reviews removed from the plan (excluded from rolling work programme)	Comment
Programme & Project Management **	Defer the review due to key officer leaving and recruitment of a replacement to lead on this area.
Climate and Nature Emergency **	Defer the review to enable a recent officer appointment to progress this area.
HR Strategy and Monitoring Frameworks	Defer the review pending the development of a new strategy.
Housing Management (new system) **	Defer the review due to the delayed implementation of the new housing management system.
NNDR **	Defer the review due to pressures on the team to respond to additional requirements from Central Government and activities required in advance of the billing process.
Information Governance ***	A significant records management project is underway to review retention schedules and ensure that documents are held in line with the schedules following the migration of all records from the Council's legacy document management system (Meridio) to Microsoft SharePoint – defer to 2023-24 to align to the project timescales / enable officer time to focus on the project.
Emergency Planning ***	Defer the review to 2023/24 due to on-going work to develop this area.

*Agreed June 2022

** Agreed January 2023

*** Proposed March 2023

AUDIT COMMITTEE – 24 MARCH 2023

INTERNAL AUDIT CHARTER 2023-24

1. INTRODUCTION

- 1.1. The purpose of this paper is to provide the Audit Committee with the Internal Audit Charter for 2023-24.
- 1.2. The Internal Audit Charter formally defines the internal audit activity's purpose, authority and responsibility in line with the Public Sector Internal Auditing Standards [the Standards].

2. SUMMARY

- 2.1. With effect from 1 April 2013 internal audit services across the public sector have been governed by the Public Sector Internal Audit Standards (the Standards – updated 2017).
- 2.2. Within the Standards there is a requirement for an Internal Audit Charter - a formal document that defines the purpose, authority and responsibility of the internal audit activity. The proposed charter is attached as Appendix A.
- 2.3. The Internal Audit Charter must be reviewed periodically (as a minimum annually) by the Chief Internal Auditor and presented to 'Senior Management' and 'the Board'. The Board is defined as

'the governance group charged with independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of financial reporting. At the Council this shall mean the Audit Committee'.

3. FINANCIAL IMPLICATIONS

- 3.1. There are no direct financial implications as a result of this report. The charter does however, provide the context by which the annual audit plan is set.

4. CRIME AND DISORDER IMPLICATIONS

- 4.1. There are no crime and disorder implications arising directly from this report, however inadequate audit coverage may result in areas of control weakness, unacceptable risks or governance failings as well as the increased potential for error and fraud.
- 4.2. The Council employs a Corporate Fraud Officer who is responsible for providing both reactive fraud and irregularity investigations and proactive fraud work. As the Internal Audit provider, the Southern Internal Audit Partnership (SIAP) will monitor the outcomes of this work and will review the governance arrangements to prevent, detect and investigate fraud and irregularities on a cyclical basis.

5. ENVIRONMENTAL MATTERS & EQUALITY AND DIVERSITY IMPLICATIONS

5.1. There are no matters arising directly from this report.

6. RECOMMENDATION

6.1. It is recommended the Audit Committee approve the Internal Audit Charter 2023-24, attached as Appendix A.

For Further Information Please Contact:

Antony Harvey
Deputy Head of Partnership (SIAP)
Tel: 07784 265289
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Background Papers:

None

Internal Audit Charter 2023-24

Introduction

The Public Sector Internal Audit Standards (the Standards) provide a consolidated approach to audit standards across the whole of the public sector providing continuity, sound corporate governance and transparency.

The Standards form part of the wider mandatory elements of the International Professional Practices Framework (IPPF) which also includes the mission; core principles; definition of internal audit; and Code of Ethics.

The Standards require all internal audit activities to implement and retain an 'Internal Audit Charter'. The purpose of the Internal Audit Charter is to formally define the internal audit activity's purpose, authority and responsibility.

Mission and Core Principles

The IPPF 'Mission' aims *'to enhance and protect organisational value by providing risk-based and objective assurance, advice and insight.'*

The 'Core Principles' underpin delivery of the IPPF mission:

- Demonstrates integrity;
- Demonstrates competence and due professional care;
- Is objective and free from undue influence (independent);
- Aligns with the strategies, objectives and risks of the organisation;
- Is appropriately positioned and adequately resourced;
- Demonstrates quality and continuous improvement;
- Communicates effectively;
- Provides risk-based assurance;
- Is insightful, proactive, and future-focused; and
- Promotes organisational improvement.

Authority

The requirement for an internal audit function in local government is detailed within the Accounts and Audit (England) Regulations 2015, which states that a relevant body must:

'undertake an adequate and effective internal audit of its accounting records and of its system of internal control in accordance with the proper practices in relation to internal control'.

The standards for 'proper practices' in relation to internal audit are laid down in the Public Sector Internal Audit Standards (updated 2017).

Purpose

The Council is responsible for establishing and maintaining appropriate risk management processes, control systems, accounting records and governance arrangements. Internal audit plays a vital role in advising the Council that these arrangements are in place and operating effectively. The Council's response to internal audit activity should lead to the strengthening of the control environment and, therefore, contribute to the achievement of the organisation's objectives.

This is achieved through internal audit providing a combination of assurance and consulting activities. Assurance work involves assessing how well the systems and processes are designed and working, with consulting activities available to help to improve those systems and processes where necessary.

The role of internal audit is best summarised through its definition within the Standards, as an:

'independent, objective assurance and consulting activity designed to add value and improve an organisations operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes'.

Responsibility

The responsibility for maintaining an adequate and effective system of internal audit within New Forest District Council lies with the Executive Head of Financial and Corporate Services as the Authority's Chief Finance Officer (S151 Officer).

For the Council, internal audit is provided by the Southern Internal Audit Partnership (SIAP).

The Chief Internal Auditor - Deputy Head of Partnership (SIAP) is responsible for effectively managing the internal audit activity in accordance with the *'Mission', 'Core Principles', 'Definition of Internal Auditing', the 'Code of Ethics' and 'the Standards'*.

Definitions

For the purposes of this charter the following definitions shall apply:

The Board – the governance group charged with independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of financial reporting. At the Council this shall mean the Audit Committee.

Senior Management – those responsible for the leadership and direction of the Council. At the Council this shall mean the Executive Management Team.

Position in the organisation

The Chief Internal Auditor reports functionally to the Board, and organisationally to the Executive Head of Financial and Corporate Services who has statutory responsibility as proper officer under Section 151 of the Local Government Act 1972, for ensuring an effective system of internal financial control and proper financial administration of the Council's affairs.

The Chief Internal Auditor has direct access to the Chief Executive who carries the responsibility for the proper management of the Council and for ensuring that the principles of good governance are reflected in sound management arrangements.

The Chief Internal Auditor has direct access to the Council's Monitoring Officer where matters arise relating to Chief Executive responsibility, legality and standards.

Where it is considered necessary to the proper discharge of the internal audit function, the Chief Internal Auditor has direct access to elected Members of the Council and in particular those who serve on committees charged with governance (i.e. the Audit Committee).

Internal audit resources

The Chief Internal Auditor will be professionally qualified (Chartered Member of the Institute of Internal Auditors - CMIIA, Consultative Committee of Accountancy Bodies - CCAB or equivalent) and have wide internal audit and management experience, reflecting the responsibilities that arise from the need to liaise internally and externally with Members, senior management and other professionals.

The Executive Head of Financial and Corporate Services will provide the Chief Internal Auditor with the resources necessary to fulfil the Council's requirements and expectations as to the robustness and scope of the internal audit opinion.

The Chief Internal Auditor will ensure that the internal audit service has access to an appropriate range of knowledge, skills, qualifications and experience required to deliver the audit strategy and operational audit plan.

The annual operational plan will identify the resources required to complete the work, thereby highlighting sufficiency of available resources. The Chief Internal Auditor can propose an increase in audit resource or a reduction in the number of audits if there are insufficient resources.

'Senior Management' and *'the Board'* will be advised where, for whatever reason, internal audit is unable to provide assurance on any significant risks within the timescale envisaged by the risk assessment process.

The annual operational plan will be submitted to *'Senior Management'* and *'the Board'*, for approval. The Chief Internal Auditor will be responsible for delivery of the plan. The plan will be kept under review to ensure it remains responsive to the changing priorities and risks of the Council.

Significant matters that jeopardise the delivery of the plan or require changes to the plan will be identified, addressed and reported to *'Senior Management'* and *'the Board'*.

If the Chief Internal Auditor, *'the Board'* or *'Senior Management'* consider that the scope or coverage of internal audit is limited in any way, or the ability of internal audit to deliver a service consistent with the Standards is prejudiced, they will advise the Executive Head of Financial and Corporate Services accordingly.

Independence and objectivity

Internal auditors must be sufficiently independent of the activities they audit to enable them to provide impartial, unbiased and effective professional judgements and advice.

Internal auditors must maintain an unbiased attitude that allows them to perform their engagements in such a manner that they believe in their work product and that no quality compromises are made. Objectivity requires that internal auditors do not subordinate their judgement on audit matters to others.

To achieve the degree of independence and objectivity necessary to effectively discharge its responsibilities, arrangements are in place to ensure the internal audit activity:

- retains no executive or operational responsibilities;
- operates in a framework that allows unrestricted access to *'Senior Management'* and *'the Board'*;
- reports functionally to *'the Board'*;
- reports in their own name;
- rotates responsibilities for audit assignments within the internal audit team;
- completes individual declarations confirming compliance with rules on independence, conflicts of interest and acceptance of inducements; and
- ensures the planning process recognise and address potential conflicts of interest through internal audit staff not undertaking an audit for at least two years in an area where they have had previous operational roles.

If independence or objectivity is impaired in fact or appearance, the details of the impairment will be disclosed to *'Senior Management'* and *'the Board'*. The nature of the disclosure will depend upon the impairment.

Due professional care

Internal auditors will perform work with due professional care, competence and diligence. Internal auditors cannot be expected to identify every control weakness or irregularity but their work should be designed to enable them to provide reasonable assurance regarding the controls examined within the scope of their review.

Internal auditors will have a continuing duty to develop and maintain their professional skills, knowledge and judgement based on appropriate training, ability, integrity, objectivity and respect.

Internal auditors will apprise themselves of the *'Mission'*, *'Core Principles'*, *'Definition of Internal Auditing'*, the *'Code of Ethics'* and the *'Standards'* and will work in accordance with them in the conduct of their duties.

Internal auditors will be alert to the possibility of intentional wrongdoing, errors and omissions, poor value for money, failure to comply with management policy and conflicts of interest. They will ensure that any suspicions of fraud, corruption or improper conduct are promptly reported to the Chief Internal Auditor who will inform relevant officers in accordance with the Council's laid down procedures.

Internal auditors will treat the information they receive in carrying out their duties as confidential. There will be no unauthorised disclosure of information unless there is a legal or professional requirement to do so. Confidential information gained in the course of internal audit work will not be used to effect personal gain.

Access to relevant personnel and records

In carrying out their duties, internal audit (on production of identification) shall have unrestricted right of access to all records, assets, personnel and premises, belonging to the Council or its key delivery partner organisations.

Internal audit has authority to obtain such information and explanations as it considers necessary to fulfil its responsibilities. Such access shall be granted on demand and not subject to prior notice.

Scope of Internal Audit activities

The Chief Internal Auditor is responsible for the delivery of an annual audit opinion and report that can be used by the Council to inform its governance statement. The annual opinion will conclude on the overall adequacy and effectiveness of the organisation's framework of governance, risk management and control.

The Council assume a Key Stakeholder role within the Southern Internal Audit Partnership (SIAP). The SIAP currently provides internal audit services to a wide portfolio of public sector clients (Annex 1) through a variety of partnership and sold service delivery models.

A range of internal audit services are provided (Annex 2) to form the annual opinion for each member / client of the Southern Internal Audit Partnership. The approach is determined by the Chief Internal Auditor and will depend on the level of assurance required, the significance of the objectives under review to the organisation's success, the risks inherent in the achievement of objectives and the level of confidence required that controls are well designed and operating as intended.

In accordance with the annual audit plan, auditors will plan and evaluate their work so as to have a reasonable expectation of detecting fraud and identifying any significant weaknesses in internal controls.

The Council employs a Corporate Fraud Officer who is responsible for providing both reactive fraud and irregularity investigations and proactive fraud work, including participation in the National Fraud Initiative (NFI) in which data from the Council's main systems are matched with data supplied from other Local Authorities and external agencies to detect potential fraudulent activity. The Corporate Fraud Officer will inform SIAP of the outcomes of all reactive fraud and irregularity investigations and proactive fraud work on a regular basis. SIAP will monitor the outcomes of this work and will review the governance arrangements to prevent, detect and investigate fraud and irregularities on a cyclical basis.

Reporting

Chief Internal Auditor's Annual Report and Opinion

The Chief Internal Auditor shall deliver an annual internal audit opinion and report that can be used by the organisation to inform its governance statement.

The annual internal audit report and opinion will conclude on the overall adequacy and effectiveness of the organisation's framework of governance, risk management and control.

The annual report will incorporate as a minimum:

- The opinion;
- A summary of the work that supports the opinion; and
- A statement on conformance with the Public Sector Internal Audit Standards and the results of the quality assurance and improvement programme.

Senior Management

As those responsible for the leadership and direction of the Council it is imperative that the Executive Management Team are engaged in:

- approving the internal audit charter (minimum annually);
- approving the risk based internal audit plan;
- receiving communications from the Chief Internal Auditor on the internal audit activity's performance relative to its plan and other matters;
- making appropriate enquiries of management and the Chief Internal Auditor to determine whether there are inappropriate scope and resource limitations; and
- receiving the results of internal and external assessments of the quality assurance and improvement programme, including areas of non-conformance

The Board

Organisational independence is effectively achieved when the Chief Internal Auditor reports functionally to the Board. Such reporting will include:

- approving the internal audit charter;
- approving the risk based internal audit plan;
- approving the internal audit resource plan;
- receiving communications from the Chief Internal Auditor on the internal audit activity's performance relative to its plan and other matters, including the annual report and opinion;
- making appropriate enquiries of management and the Chief Internal Auditor to determine whether there are inappropriate scope or resource limitations;
- agreement of the scope and form of the external assessment as part of the quality management and improvement plan;
- receiving the results of internal and external assessments of the quality assurance and improvement programme, including areas of non-conformance; and
- approval of significant consulting services not already included in the audit plan, prior to acceptance of the engagement.

Review of the internal audit charter

This charter will be reviewed annually (minimum) by the Chief Internal Auditor and presented to '*Senior Management*' and '*the Board*' for approval.

Southern Internal Audit Partnership – Client Portfolio

Strategic Partner:	Hampshire County Council
Key Stakeholder Partners:	<p>West Sussex County Council Havant Borough Council East Hampshire District Council Winchester City Council New Forest District Council Mole Valley District Council Epsom & Ewell Borough Council Reigate & Banstead Borough Council Tandridge District Council Crawley Borough Council Arun District Council Guildford Borough Council Hart District Council</p>
Blue light Key Stakeholder Partners:	<p>Hampshire & IoW Fire & Rescue Authority West Sussex Fire Service Office of the Hampshire & IoW Police & Crime Commissioner / Hampshire & IoW Constabulary Office of the Sussex Police & Crime Commissioner / Sussex Police Force Office of the Surrey Police & Crime Commissioner / Surrey Police Force</p>
External clients:	<p>Waverley Borough Council Hampshire Pension Fund West Sussex Pension Fund New Forest National Park Authority Ringwood Town Council Lyminster & Pennington Town Council Langstone Harbour Authority Chichester Harbour Authority Isle of Wight College</p>

Assurance Services

- **Risk based audit:** in which risks and controls associated with the achievement of defined business objectives are identified and both the design and operation of the controls in place to mitigate key risks are assessed and tested, to ascertain the residual risk to the achievement of managements' objectives. Any audit work intended to provide an audit opinion will be undertaken using this approach.
- **Developing systems audit:** in which:
 - the plans and designs of systems under development are assessed to identify the potential weaknesses in internal control and risk management; and
 - programme / project management controls are assessed to ascertain whether the system is likely to be delivered efficiently, effectively and economically.
- **Compliance audit:** in which a limited review, covering only the operation of controls in place to fulfil statutory, good practice or policy compliance obligations are assessed.
- **Quality assurance review:** in which the approach and competency of other reviewers / assurance providers are assessed in order to form an opinion on the reliance that can be placed on the findings and conclusions arising from their work.
- **Fraud and irregularity investigations:** Internal audit may also provide specialist skills and knowledge to assist in or lead fraud or irregularity investigations, or to ascertain the effectiveness of fraud prevention controls and detection processes. Internal audit's role in this respect is outlined in the Council's Anti-Fraud, Bribery and Corruption Strategy.
- **Advisory / Consultancy services:** in which advice can be provided, either through formal review and reporting or more informally through discussion or briefing, on the framework of internal control, risk management and governance. It should be noted that it would not be appropriate for an auditor to become involved in establishing or implementing controls or to assume any operational responsibilities and that any advisory work undertaken must not prejudice the scope, objectivity and quality of future audit work.

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AUDIT COMMITTEE – 24 MARCH 2023

INTERNAL AUDIT PLAN 2023-24

1. INTRODUCTION

- 1.1 The purpose of this paper is to provide the Audit Committee with the Internal Audit Plan 2023-24, including an indicative plan for 2024-25 to 2025-26, for New Forest District Council, attached as Appendix A.
- 1.2 The aim of internal audit's work programme is to provide independent and objective assurance to management, in relation to the business activities, systems or processes under review that:
 - The framework of risk management, control and governance processes is appropriate and operating effectively; and
 - Risks to the achievement of the Council's objectives are identified, assessed and managed to a defined acceptable level.

2. SUMMARY

- 2.1 The Internal Audit Plan provides the mechanism through which the Chief Internal Auditor can ensure most appropriate use of internal audit resources to provide a clear statement of assurance on risk management, control and governance arrangements.
- 2.2 To ensure the Internal Audit Plan is aligned to the needs of the Council, the plan has been developed following consultation with the Executive Management Team, Service Managers and a review of key documents including the Corporate Plan & Strategic Risk Registers.
- 2.3 The Internal Audit Plan will remain fluid and subject to on-going review, and amended in consultation with the relevant officers, to ensure it continues to reflect the needs of the Council. Amendments to the plan will be identified through the Chief Internal Auditor's continued contact and liaison with the Executive Management Team and the Audit Committee.
- 2.4 The Council's 'Internal Audit Charter' ensures the Chief Internal Auditor has sufficient resource necessary to fulfil the requirements and expectations to deliver an internal audit opinion. Significant matters that jeopardise the delivery of the plan, or require changes to the plan will be identified, addressed and reported to the Executive Management Team.

3. FINANCIAL IMPLICATIONS

- 3.1. The audit plan consists of 400 audit days including 18 audit days provided to the New Forest National Park Authority under the current Service Level Agreement. The Council's budget for 2023-24 reflects these arrangements.

4. CRIME AND DISORDER IMPLICATIONS

- 4.1. There are no crime and disorder implications arising directly from this report, however inadequate audit coverage may result in areas of control weakness, unacceptable risks or governance failings as well as the increased potential for error and fraud.

5. ENVIRONMENTAL MATTERS & EQUALITY AND DIVERSITY IMPLICATIONS

- 5.1 There are no matters arising directly from this report.

6. RECOMMENDATION

- 6.1 It is recommended the Audit Committee approve the Internal Audit Plan 2023-24, attached as Appendix A.

For Further Information Please Contact:

Antony Harvey
Deputy Head of Partnership (SIAP)
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E-mail: antony.harvey@hants.gov.uk

Background Papers:

None

Southern Internal Audit Partnership

Assurance through excellence
and innovation

NEW FOREST DISTRICT COUNCIL INTERNAL AUDIT PLAN 2023-24

Prepared by: Antony Harvey, Deputy Head of Partnership

March 2023

Introduction

The role of internal audit is that of an:

'Independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes'.

The Council is responsible for establishing and maintaining appropriate risk management processes, control systems, accounting records and governance arrangements. Internal audit plays a vital role in advising the Council that these arrangements are in place and operating effectively.

The Council's response to internal audit activity should lead to the strengthening of the control environment and, therefore, contribute to the achievement of the organisation's objectives.

The aim of internal audit's work programme is to provide independent and objective assurance to management, in relation to the business activities; systems or processes under review that:

- the framework of internal control, risk management and governance is appropriate and operating effectively; and
- risk to the achievement of the Council's objectives is identified, assessed and managed to a defined acceptable level.

The internal audit plan provides the mechanism through which the Chief Internal Auditor can ensure most appropriate use of Internal Audit resources to provide a clear statement of assurance on risk management, internal control and governance arrangements.

Internal Audit focus should be proportionate and appropriately aligned. The plan will remain fluid and subject to on-going review and amendment, in consultation with the relevant stakeholders to ensure it continues to reflect the needs of the Council. Amendments to the plan will be identified through the Southern Internal Audit Partnership's continued contact and liaison with those responsible for the governance of the Council.

Your Internal Audit Team

Your internal audit service is provided by the Southern Internal Audit Partnership. The strategic lead will be Antony Harvey, Deputy Head of Partnership, supported by Liz Foster, Audit Manager.

Conformance with Internal Auditing Standards

The Southern Internal Audit Partnership service is designed to conform to the Public Sector Internal Audit Standards (PSIAS). Under the PSIAS there is a requirement for audit services to have an external quality assessment every five years. In September 2020 the Institute of Internal Auditors were commissioned to complete an external quality assessment of the Southern Internal Audit Partnership against the PSIAS, Local Government Application Note and the International Professional Practices Framework (IPPF).

In selecting the Institute of Internal Auditors (IIA) a conscious effort was taken to ensure the external assessment was undertaken by the most credible source. As the authors of the Standards and the leading Internal Audit authority nationally and internationally the IIA were excellently positioned to undertake the external assessment.

209 In considering all sources of evidence the external assessment team concluded:

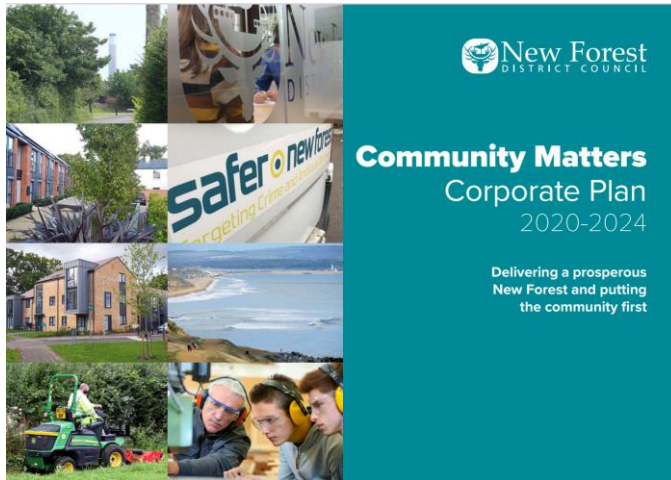
'The mandatory elements of the IPPF include the Definition of Internal Auditing, Code of Ethics, Core Principles and International Standards. There are 64 fundamental principles to achieve with 118 points of recommended practice. We assess against the principles. It is our view that the Southern Internal Audit Partnership conforms to all 64 of these principles.'

'We have also reviewed SIAP conformance with the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN). We are pleased to report that SIAP conform with all relevant, associated elements.'

Conflicts of Interest

We are not aware of any relationships that may affect the independence and objectivity of the team which are required to be disclosed under internal auditing standards.

New Forest District Council – Corporate Plan 2020 - 2024



New Forest District Council have developed the Corporate Plan ‘Community Matters’ for 2020 - 2024 which outlines their vision, priorities and values for 4 years. The Council’s vision is ‘To secure a vibrant and prosperous New Forest, guided by the people we serve and working in partnership with others to enhance the quality of lives for all by:

- Understanding local needs and creating a balanced, healthy community who feel safe, supported and have access to services;
- Protecting the special character of the New Forest and responding pro-actively to environmental changes; and
- Working with others to maintain a vibrant local economy that brings opportunities to the area.

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Council Risk

The strategic risks assessed by the Council are a key focus of our planning for the year to ensure it meets the organisation’s assurance needs and contributes to the achievement of their objectives. We will monitor the corporate risk register closely over the course of the year to ensure our plan remains agile to the rapidly changing landscape.

1 – Supporting Communities

2 – Achieving future financial resilience

3 – Ensuring efficient and effective internal control, governance and compliance

4 – Creating the right culture, capacity and capability

5 – Ensuring robust security measures to protect the Council’s data and assets from external threats

6 – Ability to be agile and shift focus in response to policy and national political change

7 – Delivering Council Services through adverse conditions

Developing the Internal Audit Plan 2023-24

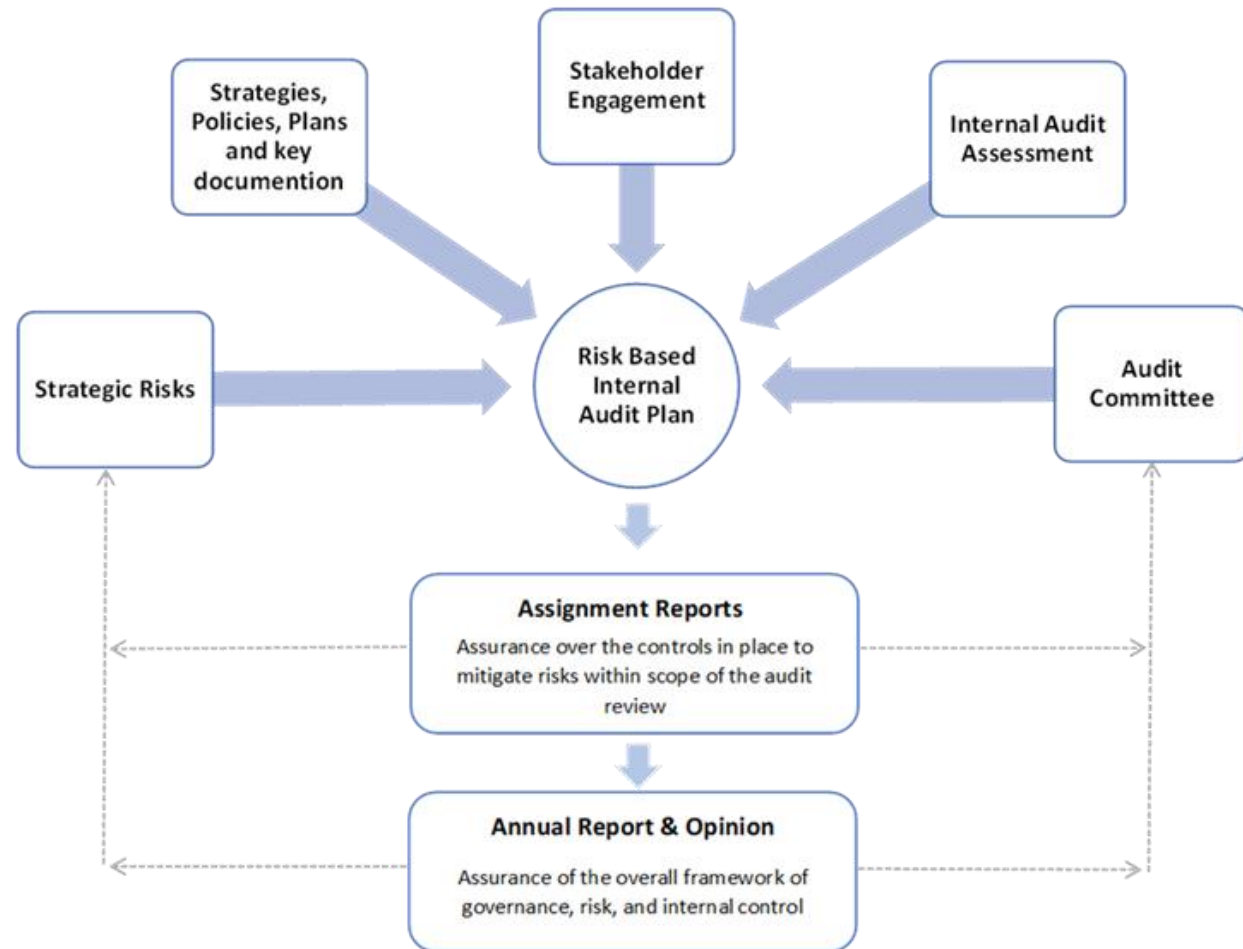
In accordance with the Public Sector Internal Audit Standards there is a requirement that internal audit establish a risk-based audit plan to determine the resourcing of the internal audit service, consistent with the organisation’s goals.

Based on conversations with key stakeholders, review of risk registers, key corporate documents and our understanding of the organisation, the Southern Internal Audit Partnership have developed an annual audit plan for the coming year.

Audit planning is a perpetual process throughout the course of the year to ensure we are able to react to new and emerging risks and the changing needs of the organisation.

The Council are reminded that internal audit is only one source of assurance and through the delivery of our plan we will not, and do not seek to cover all risks and processes within the organisation.

We will however continue to work closely with other assurance providers to ensure that duplication is minimised, and a suitable breadth of assurance is obtained.



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Internal Audit Plan 2023-24 (including an indicative plan for 2024-25 and 2025-26)

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
Governance / Strategic					
Corporate Plan / Performance Management	Assurance over delivery of the Corporate Plan; underpinning strategies & plans; performance monitoring & reporting frameworks. 2023-24 on-going advisory role.	✓	✓	-	Q1-4
Transformation Programme	To provide assurance over the various stages of the Council's Transformation Programme from initialisation through to delivery and outcomes realisation. 2023-24 focus on the governance arrangements for the programme.	✓	✓	✓	Q2
Climate Change and Nature Emergency / Green Agenda	Assurance over the Council's response to the Climate Change and Nature Emergency including governance, strategies, performance monitoring & reporting arrangements.	-	✓	-	
Corporate Governance Framework	Assurance over the corporate governance framework including the Annual Governance Statement, ethical governance, codes of conduct, complaints, compliments. 2023/24 focus on the Council's Fraud Framework (reference Fraud Framework Page 7).	✓	✓	✓	Q2
Programme & Project Management	Review of the programme and project management framework and / or compliance to the framework in relation to live / ongoing projects. 2023/24 review of the overall framework with specific focus on the project management arrangements for planning and implementing the new waste strategy (reference Environmental Services Page 11).	✓	-	✓	Q1-3
Financial Resilience and Savings Realisation	Assurance over framework to ensure on-going financial resilience of the Council. Coverage over the audit cycle to include: <ul style="list-style-type: none"> • Medium Term Financial Strategy • Budget planning/setting • Budget monitoring • Savings Realisation. 	-	✓	✓	

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Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
Commercial Activities	Effectiveness of income generation / maximisation including rental income and leases, review of associated fees and charges and acquisitions and disposals. 2023-24 focus on Appletree Holdings.	✓	-	✓	Q1
Alternative Delivery Methods / Partnership Working	Assurance over governance frameworks and / or focus on specific arrangements including rights of access, third party assurance, contingency arrangements, exit strategies, hosting arrangements, benefits realisation, and performance.	-	✓	-	
Asset Management (Corporate Estate)	Assurance over effectiveness and delivery of the Asset Management Plan including planned and reactive repairs / maintenance of non-housing assets.	-	✓	-	
Information Governance	Assurance over the audit cycle on information governance arrangements including GDPR, DPA, FOI, Transparency etc. 2023/24 focus on data retention/records management (reference IT Information Security Page 9).	✓	✓	✓	Q4
Procurement	Assurance over compliance with contract procedure rules and legislative requirements.	✓	-	-	Q1
Contract Management	Review of contract management arrangements and / or compliance across a selection of 'key contracts'. 2023/24 focus on the Leisure Contract Management arrangements.	✓	-	✓	Q4
Fraud Framework	Cyclical assurance there are effective arrangements to prevent, detect and investigate fraud and irregularities. Annual provision to monitor the outcomes from proactive / reactive fraud work undertaken directly by the Council.	✓	✓	✓	Q2
Health & Safety	Assurance there is an appropriate H&S strategy in place with effective governance, accountability and issue resolution.	✓	-	✓	Q3
Business Continuity	Assurance over the governance framework and individual plans to maintain services after a major incident.	-	✓	-	
Emergency Planning	Assurance over the Council's plans and arrangements for dealing with extreme events.	✓	-	-	Q2
Risk Management	Assurance over the risk management framework including governance, transparency and maturity.	✓	-	-	Q4

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
HR	Coverage over a three-year cycle to include: - <ul style="list-style-type: none"> • Workforce strategy & planning • Training & development • Recruitment • Performance management • Wellbeing & absence management. 2023-24 focus the new Employee Benefits/Salary Sacrifice Scheme (Q1) and Performance Management/Reviews (Q2-3)	✓	✓	✓	Q1 & Q2-3
Core Finance Systems					
Housing Benefits		-	✓	-	
Council Tax		✓	-	✓	Q2-3
NNDR		✓	-	✓	Q1-2
Accounts Payable		✓	-	-	Q3
Accounts Receivable and Debt Management		-	-	✓	
Main Accounting and Reconciliations	Cyclical coverage of core systems to meet legislative requirements.	-	-	✓	
Payroll & Expenses		-	✓	-	
Income Collection and Banking		✓	-	-	Q1
Treasury Management		-	✓	-	
Grant Certifications	Certification audit(s) as required.	✓	✓	✓	

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
IT					
IT Governance	<p>Coverage over the audit cycle to consider:</p> <ul style="list-style-type: none"> IT Strategy and Planning IT Asset Management (follow-up) Change Management Software Licencing Incident and Problem Management Service Desk. <p>2023/24 focus on management of IT contracts plus provision to follow-up on previous audit review findings on IT Asset Management (if required).</p>	✓	TBC	TBC	TBC
Data Management	<p>Coverage over the audit cycle to consider:</p> <ul style="list-style-type: none"> Data Storage and data backup Data Centre Facilities and Data Security Capacity Planning and Monitoring. 	-	TBC	TBC	TBC
Information Security	<p>Coverage over the audit cycle to consider: -</p> <ul style="list-style-type: none"> Cyber Security (follow-up) Cloud Remote Access Public Facing Internet Security IT Security Policy. <p>NB 2023/24 provision of IT Audit days to ensure that the Information Governance review includes IT related aspects plus follow-up of Cyber Security.</p>	✓	TBC	TBC	TBC
Systems Development and Implementation	Coverage over the audit cycle to consider new and existing application reviews (including upgrades) and IT Programme & Project Management.	-	TBC	TBC	TBC

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
IT Disaster Recovery Planning & Business Continuity	Coverage over the audit cycle to consider: <ul style="list-style-type: none"> • IT Business Continuity Planning (follow-up) • Disaster Recovery Planning (follow-up) • System Resilience 2023/24 follow-up of Business Continuity / Disaster Recovery Planning.	✓	TBC	TBC	TBC
Networking and Communications	Coverage over the audit cycle to consider: <ul style="list-style-type: none"> • Firewalls & Malware protection • Network Security and Access Control (Identify Management follow-up) • Network Infrastructure Management & Monitoring • Virtualisation • Operating System / Patch Management • Telecommunications. 2023/24 follow-up of previous audit review findings on Identity Management (if required).	✓	TBC	TBC	TBC
Service Reviews					
Housing Rents	Coverage to include rent setting, income collection and debt management.	-	✓	-	
Homelessness	Assurance that there is effective control to deliver strategic objectives and legislative requirements to prevent homelessness. 2023-24 focus on homelessness prevention and relief.	✓	-	-	Q2
Housing Management	Assurance over the arrangements to manage the Council's housing stock. Coverage over a three year cycle to include:- <ul style="list-style-type: none"> • Housing allocations • Affordable housing 	✓	✓	✓	Q1 & Q3

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
	<ul style="list-style-type: none"> Shared ownership Right to buy. <p>2023-24 focus on the effectiveness of the new housing management system once implemented (Q3) and Housing allocations (Q1).</p>				
Housing Asset Management	Coverage over the audit cycle to provide assurances that all statutory obligations are met with the management of the Council's housing stock, including proactive and reactive repairs & maintenance, management of voids, safety checks etc. 2023/24 focus on Voids	✓	✓	✓	Q3
Housing Enforcement	Assurances over the inspection and enforcement of housing legislation including the licencing of HMOs.	-	✓	-	
Disabled Facilities Grants	Administration and compliance with local / legislative requirements to enable adaptations to people's homes.	✓	-	-	Q4
Planning / Development Management	Assurance over areas such as the end-to-end planning processes, Community Infrastructure Levy (CIL), S106 agreements / developer obligations. 2023-24 focus on the effectiveness of the new system to managing the end-to-end development management process (Q4) and a separate review of CIL/S106/Developer obligations (Q1).	✓	-	✓	Q1 & Q4
Building Control	Review of policy and processes in line with legislative requirements.	-	✓	-	
Regeneration / Economic Development	Review of strategic approach for regeneration and / economic development including performance measures and reporting outcomes.	-	✓	✓	
Grounds / Trees / Open Spaces	Assurance over the maintenance and management of open spaces / Tree Maintenance and management including Ash Die Back.	-	✓	✓	
Fleet Management	Administration, procurement and maintenance of the Council's vehicle fleet.	-	✓	-	
Environmental Services	To review refuse collection, recycling and street cleansing and the implementation of the waste strategy. 2023-24 focus on the governance and project management arrangements for planning and implementing the new waste strategy.	✓	✓	✓	Q1
Environmental Health	Assurance over the Council's legal obligations for Environmental Health.	-	✓	-	
Licensing	Assurances over safeguarding, income collection, application process and monitoring.	✓	-	-	Q4

Audit Review	Indicative Scope	23-24	24-25	25-26	Proposed Timing
Parking & Enforcement	Review of parking and enforcement processes including administration of Fixed Penalty Notices and car park income collection.	✓	-	-	Q3
'Clean Streets' Enforcement	Review of the processes and enforcement activities for responding to fly tipping, abandoned vehicles, graffiti and vandalism etc.	✓	-	-	Q2
Service Specific Reviews	Provision for service specific reviews identified through annual planning process to address changing risks, strategic priorities, legislative changes, management concerns etc.	✓	✓	✓	
Keyhaven Inspection / Enforcement	Review of the progress to address issues and associated recommendations arising from a recent inspection report.	✓	-	-	Q4
Telecare	To provide assurance on the arrangement to manage the Telecare Service including processes to manage new, changing or leaving customers and income collection.	✓	-	-	Q4
National Park Authority	Provision of audit days to fulfil the Council's SLA with the NPA.	✓	✓	✓	
Management	Provision for audit planning, reporting, Audit Committee, monitoring, liaison, follow-up and advice.	✓	✓	✓	Q1-4
Total Days					400

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AUDIT COMMITTEE – 24 MARCH 2023

CIPFA FINANCIAL MANAGEMENT CODE: UPDATE ON ACTIONS

1. Recommendations

- 1.1 That the Audit Committee note the contents of this report and the progress as against the actions as included in the July 2022 compliance assessment.

2. Purpose of the report

- 2.1 This report gives the Audit Committee members an overview of the actions carried out to address medium and low areas of compliance to the CIPFA Financial Management Code (the consultation version), according to the compliance assessment carried out and presented to the committee in July 2022.

3. Objectives of the Code – A Reminder

- 3.1 The CIPFA Financial Management Code (CIPFA FM Code) is designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. The CIPFA FM Code therefore sets the standards of financial management for local authorities. The Code is based on a series of principles supported by specific standards and statements of practice which are considered necessary to provide the strong foundation to:

- financially manage the short, medium and long term finances of a local authority;
- manage financial resilience to meet foreseen demands on services; and
- financially manage unexpected shocks in their financial circumstances.

- 3.2 The CIPFA FM Code applies a principle-based approach. It does not prescribe the financial management processes that local authorities should adopt. Instead, the Code requires that a local authority demonstrate that its processes satisfy the principles of good financial management for an authority of its size, responsibilities and circumstances. Good financial management is proportionate to the risks to the authority's financial sustainability posed by the twin pressures of scarce resources and the rising demands on services.

4. Progress against the Actions identified as a result of the Compliance Assessment

- 4.1 The Authority's current assessed level of compliance was presented to the Audit Committee in July 2022 ([available through this link](#)). Whilst the majority of standards were met with high compliance, where the compliance was measured as Low or Medium, further actions were included to bring the compliance to the more

appropriate level. The table included at appendix 1 tracks the progress as against the actions indicated in that previous report.

5. Conclusion

- 5.1 Progress has been made against the actions, with a few outstanding items to be picked up throughout 2023.

Alan Bethune

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Section 151 Officer

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Ref.	Financial Management Standard / Statement of Standard Practice	Level of Compliance	Current Treatment	Further Action Required	Progress on Action Required
	Section 1: The Responsibilities of the Chief Finance Officer and Leadership Team				
FM B	The authority complies with the CIPFA Statement on the Role of the Chief Financial Officer in Local Government				
B3 Part 2	The Chief Finance Officer should regularly review the skillsets of elected members and all officers with budget/financial management responsibility and ensure appropriate support is provided.	Medium	Training is conducted for new elected members following the 4 yearly cycle, but there is currently no mandatory or regular financial training programme or enhanced training for Portfolio Holders.	CFO to work with Democratic Services on a mandatory financial training pack for all members following the May 2023 election, with enhanced financial training and support for Portfolio Holders.	Work will commence on this in time for the new Administration, post the May election.
E	The Financial Management Style of the authority supports financial sustainability				
E2	Finance teams and the organisation they support are actively committed to continuous improvement focused on efficient and effective delivery and organisational performance.	Medium	Senior Management are aware of the drive to continually improve and Finance team members and Business Improvement Officers assist in this process.	Improve overview and Integration of performance and financial information with a focus on monitoring and achieving continuous improvement.	Finance team members to be involved in creation of new performance reporting tools, available through Microsoft power BI as a project in 2023.
E3	Enabling transformation: the finance team have input into strategic and	Medium	Finance team members are	Ensure Finance are engaged in the new	Finance team members involved in

Ref.	Financial Management Standard / Statement of Standard Practice	Level of Compliance	Current Treatment	Further Action Required	Progress on Action Required
	operational plans taking into account proactive risk management, clear strategic directions and focus-based outcomes		engaged in strategic planning, but usually as a stage too late to help shape overarching transformation.	Capital and Change Board and in the emerging transformation framework.	the creation of monthly highlight reports for the CCB.
	Section 3: Long to Medium Term Financial Management				
F	The authority has carried out a credible and transparent Financial Resilience Assessment.				
F3	Decision making by the authority demonstrates a sound understanding of the risks associated with its strategic business partners.	Medium	Key partners are evaluated before entry into formal arrangements.	Ongoing evaluation of standards and conduct with regards to financial administration and corporate governance should be reviewed throughout contract periods.	The Council has invested in additional contract monitoring resource, so each directorate (3) now has a dedicated resource to assist with end-to-end procurement, and contract monitoring compliance.
K	The authority has sustainable service plans that are consistent with its long-term financial strategy and the medium-term financial plan.				

Ref.	Financial Management Standard / Statement of Standard Practice	Level of Compliance	Current Treatment	Further Action Required	Progress on Action Required
K2	The authority has benchmarked the performance of its services against appropriate comparators.	Medium	Ad-hoc benchmarking is carried out, but no formal process is in place.	Seek to establish a regularised benchmarking process, utilising data and statistics available from sources such as LGInform.	A resident insight survey was completed in the latter part of 2022, and a commitment made to complete an equivalent process 2 yearly thereafter. Also in 2022, a benchmarking exercise was carried out using the CIPFA nearest neighbour comparators. No formal regularised exercise has been drawn up at this time, but will be considered by the new Transformation and Business Improvement manager, as part of their new remit.
K3	To inform the Leadership Team's decisions the authority has a single document tracking progress in the delivery of planned savings over the period of the Medium-Term Financial Plan.	Medium	This is covered within the Council's Medium Term Financial Plan as opposed to being drawn up separately	A detailed savings tracker will be devised that covers the delivery of planned savings and new income generation.	Savings tracker set up and is being updated regularly.
	Section 5: Stakeholder Engagement and Businesses Cases				

Ref.	Financial Management Standard / Statement of Standard Practice	Level of Compliance	Current Treatment	Further Action Required	Progress on Action Required
O	The authority has engaged with key stakeholders in developing its long-term financial strategy, medium term financial plan and annual budget.	Low	Internal stakeholder engagement is good, but more could be done with key external stakeholders.	A new approach to external consultation will be devised during 2022 for the 2023/24 budget cycle. Resident survey will get valuable insight in terms of areas of priority.	Business Ratepayer consultation undertaken during 2022. Will be repeated annually. Resident survey undertaken during 2022. Will be repeated 2 yearly.
P	The authority uses a documented option appraisal methodology to demonstrate the VFM of its decisions				
P1	Option appraisal complies with IFAC/PAIB Project and Investment Appraisal for Sustainable Value Creation: Principles in Project and Investment Appraisal (Annex C to CIPFA FM Code).	Medium	The Council's uses internally generated project evaluation tools to ensure decisions taken fit within the context of the New Forest.	Ensure process makes explicit reference to all appropriate principles.	Project appraisal and evaluation criteria considered suitable based on the merits of each proposal.
	Section 6: Performance Monitoring				
R	The authority takes action using reports enabling it to identify and correct emerging risks to its budget strategy and financial sustainability.				
R1	Timely time financial and performance information is available to managers via the appropriate systems. The systems are	Medium	Service Managers and Budget Responsible Officers are able to access financial	A review of how financial data is presented will be undertaken to ensure	Service Accountancy review of financial information presentation

Ref.	Financial Management Standard / Statement of Standard Practice	Level of Compliance	Current Treatment	Further Action Required	Progress on Action Required
	engineered to provide relevant data at a sufficiently accurate level. The organisation ensures that information is appropriately tailored and streamlined to avoid the risk of 'data overload'.		information on demand.	managers are content with the style and content of information available to them.	completed, and new forms of reporting put in place where requested.
R2	<p>All Financial monitoring reports include:</p> <ul style="list-style-type: none"> • The name of the budget holder responsible for the information presented • Accruals based financial information • Include the approved budget against which monitoring is taking place. • A forecast for the remainder of the budget period, • Service performance information is shown, for instance by reconciliations, to be consistent with the aggregate position for the authority. 	Medium	<p>Financial monitoring reports do not include service performance information.</p> <p>These are reported on separately to overview and scrutiny panels, at Portfolio Level</p>	Consider whether performance information can and should be included within financial reporting.	Reviewed and concluded and that financial monitoring will remain focused on that primary focus, BUT will include specific instances of performance data, as and when appropriate (for example, to evidence the level of financial variation)
S	The authority monitors the elements of its balance sheet which pose a significant risk to its financial stability				
S1	Unplanned and planned use of reserves are reported [quarterly] to the management team of the organisation and to Council.	Medium	Financial Monitoring and mid-year treasury management reporting cover this.	N/A	N/A

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AUDIT COMMITTEE – 24 MARCH 2023

PCI DSS UPDATE

1. RECOMMENDATIONS

1.1 It is recommended that the Audit committee note the contents of this report.

2. INTRODUCTION

2.1 The payment card industry data security standards (PCI DSS) are a set of technical and operational requirements designed to ensure that all organisations that store, process or transmit cardholder data maintain payment security.

2.2 There are 4 PCI DSS compliance levels. New Forest District Council (NFDC) falls into Level 3: for merchants that process 20,000 to 1 million transactions annually. As a Level 3 Merchant NFDC has a requirement to submit a self-assessment questionnaire (SAQ) annually, conduct approved scanning vendor (ASV) scans quarterly and complete the attestation of compliance (AOC) form.

2.3 Non-compliance can lead to termination of the relationship with the bank or an increase in the transaction fees. It can also lead to large fines and penalties.

3. BACKGROUND

3.1 Payment card industry data security standards (PCI DSS) accreditation at NFDC has previously received high priority recommendations through the internal audit plan.

3.2 Terminology & Acronyms

Payment Channels	Different ways customers can make payments to NFDC.
Payment Service Providers (PSP)	Companies that store, process or transmit cardholder data on behalf of another entity.
Third Party Service Providers (TPSP)	Organisations that provide a service/system that has access to the Cardholder Data Environment. As a result, the third party needs to be PCI compliant and provide evidence of this compliance.
Cardholder Data Environment (CDE)	A computer system or network of systems that store, process or transmit cardholder data or sensitive payment authentication data.

3.3 The following table details the payment channels, Payment Service Provider's and Third Party Service Providers' currently utilised at NFDC.

Payment Channel	Payment Service Provider	Third Party Service Provider
<u>Pin Entry Devices (PEDs)</u> <ul style="list-style-type: none"> • Information offices • Keyhaven River • Car Park Terminals 	<ul style="list-style-type: none"> • Stripe • Worldpay • Till Payments & Allied Irish Bank (AIB) 	<ul style="list-style-type: none"> • Heycentric • None • Parkeon
<u>Telephone Payments</u> <ul style="list-style-type: none"> • Agent Referred Payments (ARP) taken over the telephone by NFDC personnel • Automated Telephone Payments (ATP) taken using the automated telephone payments system 	<ul style="list-style-type: none"> • Stripe • Opayo & Worldpay 	<ul style="list-style-type: none"> • Sybernet & Heycentric • CivicaPay
<u>Web Payments</u> <ul style="list-style-type: none"> • Payments taken on the internet 	<ul style="list-style-type: none"> • Stripe 	<ul style="list-style-type: none"> • Heycentric

4. DIFFICULTIES ENCOUNTERED WITH PCI COMPLIANCE

- 4.1 In January 2022 Mastercard, our Payment Service Provider (PSP), gave notice that they were retiring their payment gateway and therefore withdrawing their services as PSP for NFDC by 31 January 2023.
- 4.2 Business World, NFDC's Third Party Service Provider (TPSP) for Information Offices, Agent Referred Payments and Web Payments gave notice that they would not be supporting any new PSP's on the existing system and NFDC would need to migrate to a new TPSP, Heycentric.
- 4.3 The following changes have been implemented as a result of these announcements
- i. Card Payments at Information Offices has moved from Mastercard to Stripe as PSP and from Business World to Heycentric as TPSP. This went live on 26th April 2022.
 - ii. Automated Telephone Payments (ATP) has moved from Mastercard to Opayo as PSP. This went live on 17th October 2022.
 - iii. Agent Referred Payments (ARP) has moved from Mastercard to Stripe as PSP and from Business World to Heycentric as TPSP. This went live on 26th January 2023.
 - iv. Web payments has moved from Mastercard to Stripe as PSP and from Business World to Heycentric at TPSP. This went live on 29th November 2022.

4.4 The changes detailed in 4.3 have changed NFDC's cardholder data environment (CDE) and therefore changed the scope for PCI compliance.

5. PROGRESS MADE TOWARDS PCI DSS COMPLIANCE

5.1 PCI DSS compliance has been validated and confirmed for Car Park Terminals for another year.

5.2 Over the past 12 months we have implemented four new, PCI DSS compliant solutions for taking payments at information offices, Automated Telephone Payments (ATP), Agent Referred Payments (ARP) and Web payments.

5.3 These new solutions work in a way such that no cardholder data ever enters NFDC systems, and all payment details are stored, processed and transmitted by our TPSP and PSP providers.

5.4 The solution providers have demonstrated their compliance by providing copies of their Self-Assessment Questionnaires (SAQs) and Attestation of Compliance (AOC). These will be reviewed and updated annually.

6. NEXT STEPS

6.1 Due to the scale and severity of changes implemented over the past 12 months, the working group will now need to re-map the cardholder data environment (CDE) for all payment channels, to determine which systems and processes fall within the scope of PCI DSS.

6.2 The project team will continue to engage with our bank and third party service providers to obtain appropriate evidence of PCI compliance annually.

6.3 We will use the information obtained from 5.1 & 5.2 to determine which self-assessment questionnaire (SAQ) is required for NFDC.

6.4 We will update our policy and processes to ensure practices are in keeping with PCI compliance. This will include a training package for officers who are involved in the taking of payments to give clarity on the do's and don'ts when it come to taking payments.

7. FINANCIAL IMPLICATIONS

7.1 There are none

8. CRIME & DISORDER / EQUALITY & DIVERSITY / ENVIRONMENTAL IMPLICATIONS

8.1 There are none

9. DATA PROTECTION IMPLICATIONS

9.1 Any exposure of cardholder data without authorisation is considered a breach for both PCI and GDPR.

For further information contact:

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Audit Committee Work Plan 2023 – 2024

DATE	WORK / REPORTS
28 July 2023	Internal Audit Progress Report 2023/24 Annual Internal Audit Report and Opinion 22-23 External Audit Outline Audit Plan for the year ended 31 March 2023 Draft Annual Financial Report 22/23 Treasury Management Annual Outturn Report 22/23 Final Accounts 22/23 Bad Debts write off Report Fraud – Annual Report 22/23 CIPFA Financial Management Code: Assessment of Compliance Strategic Risk Register Update
27 October 2023	Internal Audit Progress Report 2023-24 Treasury Management Mid-Year Monitoring Report 23/24
26 January 2024	Internal Audit Progress Report 2023-24 External Audit Results Report 2022/23 Housing Benefit Audit Report 2022/23 Final Annual Governance Statement 2022/23 Final Annual Financial Report 2022/23 RIPA Report Strategic Risk Register Update Treasury Management Strategy Investment Strategy
22 March 2024	Internal Audit Progress Report 2023-24 Internal Audit Charter 2024-25 Internal Audit Plan 2024-25 Review of Financial Regulations PCI DSS Update

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