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PETERBOROUGH CITY COUNCIL

AUDIT COMMITTEE

MONDAY 16 NOVEMBER 2020
5.00 PM

VENUE: Peterborough City Council Youtube Page

THE CHAIRMAN WILL ASSUME THAT MEMBERS HAVE READ THEIR PAPERS PRIOR TO THE MEETING TO AVOID UNNECESSARY INTRODUCTIONS TO REPORTS. IF ANY QUESTIONS ARE APPARENT FROM THE REPORTS THEY SHOULD BE PASSED TO THE REPORT AUTHOR PRIOR TO THE MEETING

AGENDA

11.	**Work Programme**	**269 - 272**

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http://democracy.peterborough.gov.uk/ecSDDisplay.aspx?NAME=Protocol%20on%20the%20use%20of%20Recording&ID=690&RPID=2625610&sch=doc&cat=13385&path=13385

Committee Members:

Councillors: D Over (Chairman), A Shaheed, Warren, Joseph, Coles, Jones and D Fower

Substitutes: Councillors: Lillis, Burbage, Iqbal and Nawaz

Further information about this meeting can be obtained from Daniel Kalley on telephone 01733 296334 or by email – daniel.kalley@peterborough.gov.uk

**MINUTES OF THE AUDIT COMMITTEE MEETING
HELD AT 5:00PM, ON
MONDAY, 14 SEPTEMBER 2020
VIA ZOOM CONFERENCE**

Present: Councillors Over (Chairman), Fower, Shaheed, Coles, Jones Joseph and Warren.

Officers in Attendance:
Peter Carpenter, Acting Corporate Director of Resources
Dan Kalley, Senior Democratic Services Officer
Steve Crabtree, Chief Internal Auditor
Fiona McMillan, Director of Law & Governance and Monitoring Officer

Also in Attendance:

14. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

15. DECLARATIONS OF INTEREST

There were no declarations of interest received.

16. MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 13 JULY 2020

The minutes of the meeting held on 13 July 2020 were agreed as a true and accurate record.

17. ANNUAL AUDIT COMMITTEE REPORT

The Audit Committee received a report in relation to the Annual Audit Committee Report for the year 2019/20.

The purpose of the report was to provide Members with an overview of the Committee's work for the previous financial year.

The Senior Democratic Services Officer introduced the report and explained that due to Covid-19, the meeting where the report would normally be presented in March had been cancelled. The report would be presented to the next meeting of Full Council in October. Members were informed that the Committee would continue to hold pre-meetings prior to each meeting as this had worked well last year.

The Audit Committee considered and **RESOLVED** (unanimously) to approve the draft Annual Audit Committee Report for submission to Council.

18. ANNUAL REPORT: INVESTIGATING FRAUD 2019/20

The Audit Committee received a report in relation to the Annual Report on Investigating Fraud for the year 2019/20.

The purpose of the report was to present the work carried out during the past year to minimise the risk of fraud, bribery and corruption occurring in the Council as agreed in the Work Programme.

The Chief Internal Auditor introduced the report and explained that the report included the terms on which prosecutions for fraud against the council were based and set out the proposals for the future. Members were informed that there had been no changes since January. The comparison between the Council Tax records and the Electoral Roll was completed annually and continued to identify errors and was followed by steps to recover any monies due as a result. The next National Fraud Initiative would commence in October and would include Covid-19 grants. The council strategy for managing fraud was based on a national study and would be based on the report on Fighting Fraud and Corruption Locally going forward.

The Audit Committee debated the report and in summary, key points raised and responses to questions included:

- The Audit Team would be checking that appropriate processes were in place to identify and prevent fraud and working on cases which had avoided detection.
- The responsibility was on the whole business to ensure their processes were robust.
- The Audit Team were appropriately resourced to carry out their duties.
- The Audit Team were raising awareness for new projects to include governance and fraud awareness strategies.
- Following reports from DVLA that online parking permit systems had led to fraud, Members asked for comparison figures of permits issued per 1,000 of population before and after the introduction of the online system.
- Members expressed concerns with Electoral Roll abuse where those recorded on the Electoral Roll were not the occupants of the said addresses. The Cabinet Office were currently undertaking a pilot study using other data sets, such as HMRC records, to compare residency and it was hoped this would be useful in identifying those abusing the system.
- Members asked how long the single persons council tax discount could be claimed if a temporary occupant moved in and the Chief Internal Auditor agreed to find out.

The Audit Committee considered the report on the Annual Governance Statement 2019/2020 and **RESOLVED** (unanimously) to receive, consider and endorse the attached annual report on the investigation of fraud during 2019/20.

ACTION POINT

1. The Chief Internal Auditor agreed to prepare a briefing comparing permits issued per 1,000 head of population before and after the introduction of the online parking permit system.

2. The Chief Internal Auditor agreed to find out how long the single persons council tax discount could be paid whilst another person occupied the premises on a temporary basis.

19. ANNUAL REPORT: INSURANCE AND INSURANCE FUND 2019/20

The Audit Committee received a report in relation to the Annual Report on Insurance and Insurance Fund 2019/20.

The purpose of the report was to present the work carried out during the past year to provide an effective insurance function which provided cover for all aspects of the Council whilst minimising the cost and monitoring the effective development and operation of risk management and corporate governance within the Council.

The Chief Internal Auditor introduced the report and advised that cover had been arranged for those services which had been returned to the Council this year and advice had been given to operatives to on risks associated with their work. Subsequent claims were being handled through the Audit Team. Highways Services had been assessed and received an excellent result following the recent introduction of the Infrastructure Code of Practice.

One of the largest areas of claims had been for subsidence. Peterborough was built within a short time frame with many trees however 40 years on issues were beginning to arise regarding tree roots and associated issues. Studies were underway to identify and map the trees and associated claims to assist in investigating mitigate action for the future. Some trees have been felled and replaced with species more suitable to the location.

The report mentioned Vivacity however their position would need to be reviewed together with the arrangements for schools.

The Audit Committee debated the report and in summary, key points raised and responses to questions included:

- Vivacity insurance had been arranged separately, with Vivacity paying their own costs however the property insurance remained with Peterborough City Council (PCC). PCC insurers had been asked to provide quotes on the leisure elements and culture and heritage elements.
- The PCC insurance was with Zurich Municipal Insurance.
- Insurance policies could not combined with Cambridgeshire County Council (CCC) due to the uniqueness of the products and localities and there was no legislation in place to allow these transactions to be shared. However CCC also

used Zurich Municipal Insurance and PCC officers had provided assistance to CCC claim handlers. Leisure services were the responsibility of the district councils, not CCC.

- Flooding liability was covered within the policy.
- The council paid levies to the Drainage and River Boards who had a responsibility to ensure the water run off drains were well maintained.
- Members asked how many trees the council were responsible for and their location and wanted to be reassured that any felled trees would be replaced.

The Audit Committee considered the report on Counter Fraud Policies and **RESOLVED** (unanimous) to note the content of the report.

ACTION POINT

1. The Chief Internal Auditor agreed to obtain information on the number and location of trees mapped, reassurance that any felled trees would be replaced and the budget impact of such action.

20. USE OF CONSULTANTS – UPDATE REPORT

The Audit Committee received a report into the use of consultants and agency workers.

The purpose of the report was to provide an update on the use of consultants and agency staff. This report was presented to each meeting however it had been withheld from the July agenda due to the number of items discussed at that meeting.

The Acting Corporate Director Resources explained the content of the report to the committee which included expenditure for the previous year and the early part of 2020/21. The expenditure on consultant services had increased last year to £4.5m however £2.4m was for the Grant Thornton Finance Improvement Programme. The combined expenditure on agency workers and consultants had decreased from the previous year due to a number of new controls being put in place and the movement of more staff to the establishment and the downward trend was expected to continue next year.

The Audit Committee debated the report and in summary, key points raised and responses to questions included:

- The sustained use of agency staff had been seen in the SERCO contract via Manor Drive Solutions (MDS) which sits outside the SERCO contract and the associated £1.5m anticipated budget saving had not been met whilst those staff were being used to support the Covid-19 hub and other teams.
- Members were concerned that the expenditure of consultancies had remained high for several years however Members were advised that consultants were used only when the council did not have staff within a given area of expertise.
- The expenditure with Grant Thornton had largely come about to validate expenditure and compare PCC expenditure with other councils as the level of information available for benchmarking had been reduced.

- Members requested comparative consultant expenditure from other local authorities.
- Members questioned why the Think Communities Team had needed the use of a consultant for a recent campaign rather than using the in-house media team and why existing officers did not have the necessary skills to carry out their remit.
- Members were concerned that more consultants and agency staff could be required within Public Health during the Covid-19 pandemic once officers returned to their usual duties and expressed concern that this would impact the budget. Members were advised that it was as yet not known for how many years Covid-19 would need to be factored into the budget and many local authorities were still waiting to hear the level of funding from the Local Government Settlement Scheme due in December.

The Audit Committee considered the update report on the use of consultants for the financial year 2019/20, and the first four months of 2020/21 and **RESOLVED** (unanimous) to note the report.

ACTION POINT

The Acting Corporate Director Resources agreed to report on expenditure on consultants within other local authorities.

21. DECISIONS OF THE SHAREHOLDER CABINET COMMITTEE

The Audit Committee received a report in relation to the decisions made by the Shareholder Cabinet Committee.

The purpose of the report was to review the decisions taken by the Shareholder Cabinet Committee as part of the Audit Committee's terms of reference and to update the Committee on the work of the Shareholder Cabinet Committee in relation the Council's companies.

The Director of Law & Governance and Monitoring Officer presented the report and advised members that the Shareholder Cabinet had now been in operation for one complete year and this was the opportunity for the Audit Committee to be made aware of the ongoing scrutiny into the council's companies.

The Audit Committee debated the report and in summary, key points raised and responses to questions included:

- To date Medesham Homes had delivered 94 units, on Midland Road 17 houses and 12 flats, Bellevue 24 houses and 6 flats and Crowland Road 35 houses.
- The next sites to be considered for development by Medesham Homes were Bretton Court and London Road.

The Audit Committee considered the report and **RESOLVED** (unanimous) to note the report.

21. USE OF REGULATION OF INVESTIGATION POWERS ACT 2000 (RIPA)

There were no RIPA authorisations in this quarter.

22. APPROVED WRITE-OFFS EXCEEDING £10,000

There were no Write-Off items exceeding £10,000 items to report.

23. FEEDBACK REPORT

The Audit Committee received a report in relation actions from the previous meeting.

The purpose of the report was to provide feedback on items considered or questions asked at previous meetings of the Committee. It also provided an update on any specific matters which are of interest to the Committee or where Committee have asked to be kept informed of progress.

The Senior Democratic Services Officer presented the report and advised members the report was for information and that a previously published report had been republished following adjustment to the formatting errors it contained.

The Audit Committee considered the report and **RESOLVED** (unanimous) to note the report.

23. WORK PROGRAMME

The Audit Committee received a report in relation to the work programme for 2020/2021.

The report was introduced by the Senior Democratic Services Officer who advised that the format followed a similar process to previous years and further items could be added to the programme at the Members discretion.

The Audit Committee debated the report and in summary, key points raised and responses to questions included:

- Members requested that existing Public Space Protection Orders could be reviewed after the November meeting.
- The Acting Corporate Director Resources advised the committee that the next scheduled meeting for 16 November would include the budget and would have a lengthy agenda.

The Audit Committee considered and **RESOLVED** (unanimously) to note the report.

ACTION POINT

The Senior Democratic Services Officer agreed to liaise with Members to include the review of existing Public Space Protection Order in the Work programme.

Chairman
Virtual Meeting
5:00 – 5:50pm

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AUDIT COMMITTEE	AGENDA ITEM No. 4
16 NOVEMBER 2020	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Seaton - Cabinet Member for Finance	
Contact Officer(s):	Peter Carpenter - Acting Director of Corporate Resources	Tel. 384564

AUDIT RESULTS REPORT YEAR ENDED 31 MARCH 2020

R E C O M M E N D A T I O N S	
FROM: Peter Carpenter - Acting Director of Corporate Resources	**Deadline date:** 30 Nov 2020

It is recommended that Audit Committee:

1. Receive and approve the "Audit Results Report for the year ended 31 March 2020" from Ernst & Young (EY), the Council's external auditors.
2. Receive and approve the draft 2019/20 Management Representation Letter.
3. Receive and approve the audited Statement of Accounts 2019/20.
4. To delegate to the Chairman to approve further changes if needed before the deadline of 30 November 2020.
5. To note the recommendations and conclusions of the Independent Review of Local Authority Finanancial Reporting and External Audit by Sir Tony Redmond.

1. ORIGIN OF REPORT

1.1 This report is submitted to Audit Committee following a referral from the S151 Finance Officer.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is for Audit Committee to:

- Receive and note "Audit Results Report - (ISA260) for the year ended 31 March 2020" from Ernst & Young (EY) on behalf of the Council.
- To receive and approve the 2019/20 Management Representation Letter
- To receive and approve the audited Statement of Accounts 2019/20.
- To delegate to the Chairman to approve further changes to the Statement of Accounts and the Going Concern judgement if needed before the deadline of 30 November 2020.
- To note the recommendations and conclusions of the Independent Review of Local Authority Financial Reporting and External Audit by Sir Tony Redmond.

2.2 This report is for the Audit Committee to consider under its Terms of Reference No.

2.2.1.18 To review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.

2.2.1.19 To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	**NO**	If yes, date for Cabinet meeting	n/a

4. BACKGROUND AND KEY ISSUES

Statement of Accounts 2019/20

4.1 The production of a timely Statement of Accounts, which is free from material error, is a key test of the robustness of financial processes and underpins the financial standing of an organisation. The Council has achieved this through the publication of the draft Statement of Accounts ahead of the statutory deadline, and also through the completion of a successful external audit process.

4.2 The Chartered Institute of Public Finance and Accountancy (CIPFA) set out the accounting practices in the 2019/20 Code of Practice (the Code) and are followed in the preparation of the 2019/20 Statement of Accounts.

4.3 Legislation requires the Council to consider and approve its Accounts at a meeting of either full Council or a Committee of the Council. The Council's Constitution delegates this matter to the Audit Committee.

4.4 This is in accordance with the Committees Terms of Reference – 2.2.1.18 to review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.

4.5 The Accounts must be signed and certified by 31 July 2020 by the Council's Section 151 Officer / Chief Finance Officer (Acting Director of Corporate Resources), in accordance with the Accounts and Audit Regulations 2015. The Council's Section 151 officer has responsibility for certifying that the Accounts present fairly, the financial position of the Council at 31 March 2020.

4.6 Once the audit has concluded, the Council's Section 151 officer must recertify the accounts and the Audit Committee is required to approve the Accounts no later than 30 November 2020 following, and in the knowledge of, the audit findings (Appendix 2).

4.7 The draft Statement of Accounts was shared with the chair of the Audit Committee and Cabinet member for Finance prior to publication on the Councils Website on 31 July 2020. This published draft has subsequently been the subject of external audit by EY.

4.8 Following the external audit, completed to date, some minor amendments have been made to the draft Statement of Accounts. Amendments with regards to the Property, Plant and Equipment (PPE) note and are included in the final version of the Statement of Account as agreed by EY. A clarification point has been added to the accounting policy for PPE valuations to enhance the explanation of the policy with regards to impaired assets.

If further amendments are required to the Statement of Accounts a supplementary paper will be issued to highlight these adjustments. It is hoped that this will be prior to Audit Committee on the 16 November 2020 if it is required.

4.9 The updated Statement of Accounts following the audit is attached in Appendix 1 for review by the Audit Committee.

4.10 At the time of reports publication to Committee, EY reserve the right to finalise the audit of Statement of Accounts by the deadline of 30 November 2020 (see Section 1 - Executive Summary, page 5). There are no concerns regarding completing the outstanding items which are under the control of the Council and EY. If there are further updates required to the version of the Statement of Accounts distributed with this agenda, then the revised document together with a schedule of updates will be tabled at the meeting. If there are subsequent further minor amendments Audit Committee members will be notified and the delegation to the Chairman to approve further changes if needed before the deadline of 30 November 2020 will be exercised (if delegation is approved at this meeting).

4.11 There are a number of sections within the Statement of Accounts as follows:

a) Narrative Report – provides a fair, balanced and understandable guide

b) Statement of Responsibilities - sets out the responsibilities of the Council and the chief financial officer in respect of the Statement of Accounts

c) Comprehensive Income and Expenditure Statement - shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation

d) Movement in Reserves Statement - this statement shows the movement in the year on the different reserves held by the Council

e) Balance Sheet - shows the value of the assets and liabilities recognised by the Council as at 31 March 2020

f) Cash Flow Statement - summarises the inflows and outflows of cash, and cash equivalents, arising from transactions with third parties for both revenue and capital purposes in 2019/20.

g) Notes to the Financial Statements - the various statements are supported by technical notes

h) The Collection Fund & Notes - shows the transactions of the Council in relation to Council Tax and Non-Domestic Rates

i) Statement of Accounting Policies - outlines the accounting policies adopted by the Council

j) Group Accounts – shows the impact of eliminating the transactions relating to the Council's subsidiary Peterborough Ltd from the Council's accounts

k) Annual Governance Statement - identifies the systems that the Council has in place to ensure that its business is conducted in accordance with the law and proper standards and that public money is safeguarded. This statement was approved by Audit Committee previously on 13 July 2020.

Audit Results Report

4.12 The External Auditors have a statutory requirement to report to members under the Audit Commission's Code of Audit Practice and International Standard of Auditing (UK and Ireland) (ISA(UK&I) 260 – "Communication of audit matters with those charged with governance". The report is known as the ISA260 or 'Audit Results Report'.

4.13 The 'Audit Results Report' for 2019/20 from Ernst & Young (EY), the Council's external auditors is attached as Appendix 2.

4.14 There are a number of sections within the report as follows:

1) **Executive Summary** – provides a summary of the audit and includes an overview of the new risk areas that have been identified since the 9 March 2020 Audit Plan.

2) **Areas of Audit Focus** – represents the inherent risks identified in the Audit Plan for Local Authorities, the audit procedures performed in relation to testing for the presence of these risks and the results of the audit work performed. This section includes findings with compliance with Going Concern which has been a revised approach in response to the corporate failures where the auditor's report failed to highlight concerns about the prospects of entities which collapsed shortly after their audits had concluded.

3) **Audit Differences –** this section notes that the audit differences adjusted for in the SoA following the audit.

4) **Value for Money** - On 16 April 2020 the National Audit Office published an update to auditor guidance in relation to the 2019/20 Value for Money assessment in the light of Covid-19. This clarified that in undertaking the 2019/20 Value for Money assessment auditors should consider Local Authorities' response to Covid-19 only as far as it relates to the 2019/20 financial year; only where clear evidence comes to the auditor's attention of a significant failure in arrangements as a result of Covid-19 during the financial year, would it be appropriate to recognise a significant risk in relation to the 2019/20 VFM arrangements conclusion.

7) **Other Reporting Issues** - includes information on the work performed on the Annual Governance Statement and Whole of Government Accounts (WGA). Any matters that arise will be reported to the Audit Committee.

8) **Assessment of Control Environment** - EY report that they only test internal controls to the extent necessary for them to complete their audit.

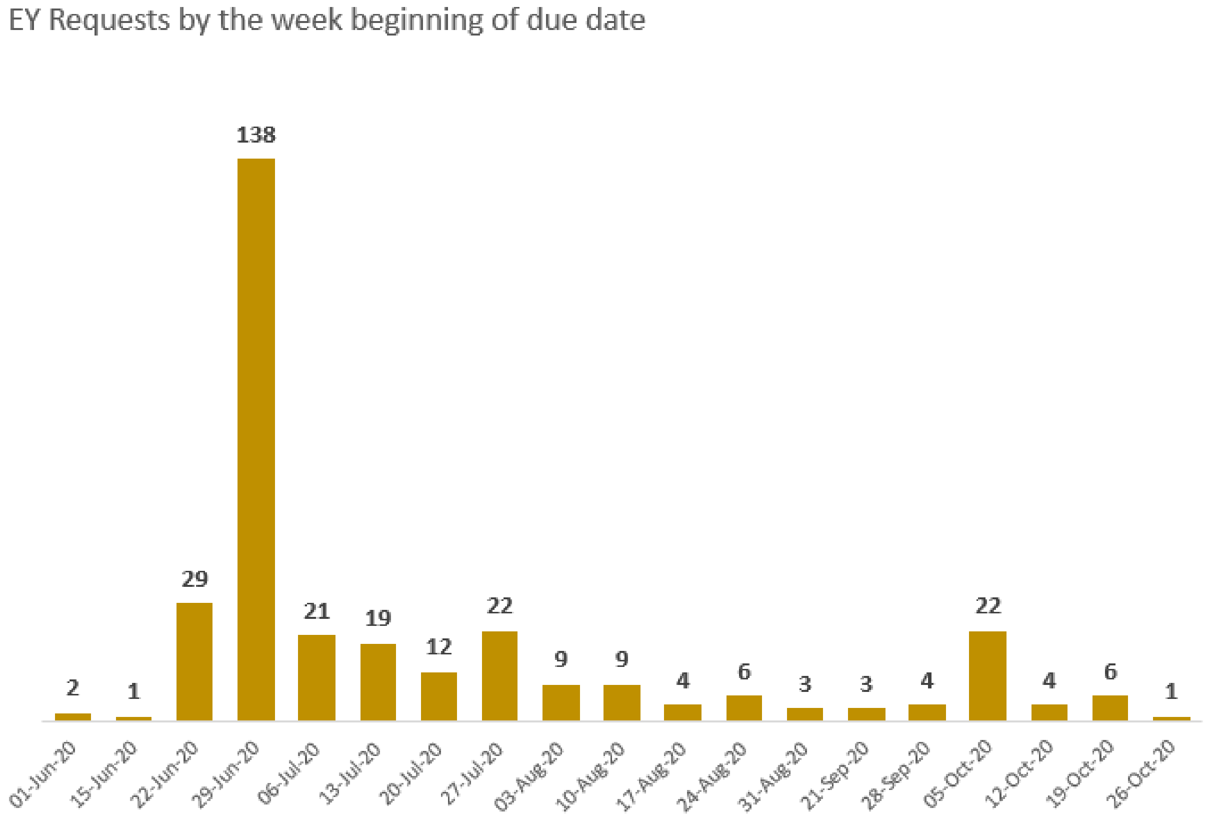
9) **Data Analytics -** explains the use of data analytics tools to improve the audit.

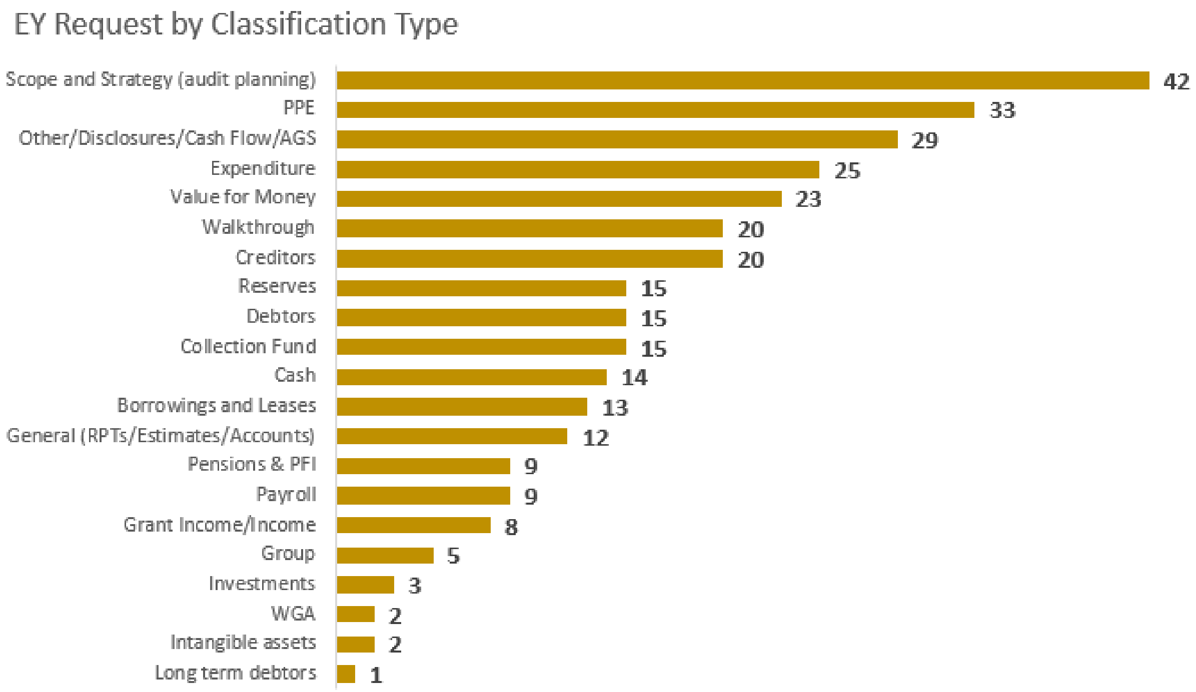
10) **Independence -** confirmation that there are no changes in EYs assessment of their independence. Includes information on audit fees and details additional costs that have been incurred as part of the additional audit requirements placed on the audit.

11) **Appendices**

- Appendix A – Audit Approach Update
- Appendix B – Summary of Communications during 2019/20
- Appendix C – Required Communications with the Audit Committee
- Appendix D - Draft Management Representation Letter
- Appendix E – Accounting and Regulatory Update
- Appendix F – Reflections From the Redmond Review
- Appendix G – Draft Independent Auditors' Opinion Report

4.17 The impact of COVID-19 and the national lockdown has meant that officers of both the Council and EY had to find alternative ways of providing audit evidence and communicating the responses to EY enquiries over the audit period. Council officers received and responded to over 315 requests from EY and provided over 1,300 items of evidence. All communications were held electronically making use of Teams with video conferencing and screen sharing facilities being used, and with evidence securely submitted through the EY portal which enabled a dashboard to be developed for the first time enabling progress to be monitored at each of the weekly client meetings held between both organisations. The below charts provide an overview as to how the audit was carried out, and the range of requests involved to complete the audit of accounts.





4.18 The Acting Director of Corporate Resources, as Chief Finance Officer (S151), is required to make representations on behalf of the Council in a number of areas in relation to the preparation of the Statement of Accounts. EY require this letter to be signed by the Chair of the Audit Committee. The draft letter is attached in Appendix 3 for review by Audit Committee.

5. CONSULTATION

5.1 Between 30 July 2020 and 11 September 2020, the Council's accounts have been subject to a statutory period for the exercise of public rights, where any person may inspect and take copies of the accounts and certain related documents. During this period Peterborough City Council electors have been able to ask the external auditor questions on the accounts, and are able to object to the accounts.

5.2 Weekly update meetings have been held with council finance officers and EY, where the key findings of the audit to date have been discussed in detail. Weekly meetings have also been held with the Chief and Deputy Finance Officer from the Council and Associate Partner and Audit Manager from EY in the latter part of the audit. The draft Audit Results Report has been discussed and agreed with the Council's finance team.

6. REDMOND REVIEW

6.1 **Independent Review of Local Authority Financial Reporting and External Audit**

The Local Audit and Accountability Act 2014 (the 2014 Act) introduced a new Audit regime for local government to replace the previous arrangements, under which the Audit Commission performed that role. The Redmond review examined the effectiveness of local audit as now practised. The purpose of the Review is to test not only the impact of external audit activity in local government but also to look, critically, at how this helps to demonstrate public accountability, particularly to service users and council taxpayers. The brief of the Review also extends to the issues of transparency in financial reporting of local authorities, with attention being directed towards whether the annual accounts and associated published financial information can be readily understood by the public.

6.2 During the course of this Review it has become increasingly apparent that the current local audit arrangements fail to deliver, in full, policy objectives underpinning the 2014 Act. As a result, the overriding concern must be a lack of coherence and public accountability within the existing system. For audit to be wholly effective it must provide a service which is robust, relevant, and timely; it must demonstrate the right balance between price and quality; and be transparent to public scrutiny. The evidence the Review suggests is compelling to suggest that the current audit service does not meet those standards.

6.3 In reaching the outcome and recommendations for this Review the following key factors have been taken into account:

- providing clarity of purpose in local audit;
- giving emphasis to performance and accountability in local audit framework;
- maintaining and improving the stability of the local audit market;
- reaffirming the importance of the auditing and accounting staff having the requisite skills, training and experience to fulfil their roles;
- improving and strengthening the governance arrangements underpinning effective local audit;
- developing coherence and coordination in the procurement and effective delivery of audit performance within a clear and consistent accountability framework;
- engaging key stakeholders in regular dialogue as an aid to maintaining an effective local audit service; and
- providing transparency in financial and external audit reporting to reinforce public accountability

Further information about the Redmond Review can be found in the Audit Results Report, Section 11 'Appendix F – Reflections From the Redmond Review'. The detailed report can be found using the link provided in Section 11 of this report below, or found on the GOV.UK website under Local Government.

7. ANTICIPATED OUTCOMES OR IMPACT

7.1 To receive and approve the audited 2019/20 Statement of Accounts.

7.2 To receive and note the "Peterborough City Council - Audit Results Report" (ISA260) from EY on behalf of the Council.

7.3 To receive and approve the 2019/20 Management Representation Letter.

7.4 To note the recommendations and conclusions of the Redmond Review

8. REASON FOR THE RECOMMENDATION

8.1 Paragraph 2.2.16 of the Constitution requires the Audit Committee to "review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council."

8.2 It is a statutory requirement under the Accounts and Audit Regulations 2015.

9. ALTERNATIVE OPTIONS CONSIDERED

9.1 The Statement of Accounts have been prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom in compliance with the Accounts and Audit Regulations 2015. The only alternative option would be non-compliance with statute which is rejected.

10. IMPLICATIONS

Financial Implications

10.1 See Section 10 of the EY Audit Results Report. This outlines the audit fees for the 2019/20 Statement of Accounts, along with the increase in fees identified as per the March Audit Plan, and subsequent increase in fees following the additional work required to be completed following Covid-19 and Going Concern audit risks. As this additional work was unknown at the time of setting the budget, these increased fees create a budget pressure for the Council.

Legal Implications

10.2 None.

Equalities Implications

10.3 None.

11. BACKGROUND DOCUMENTS
Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

11.1 The Accounts & Audit Regulations 2015
Council Constitution
Link to the Independent review into the oversight of local audit and the transparency of local authority financial reporting

12. APPENDICES

12.1
- Appendix 1 – Statement of Accounts 2019/20
- Appendix 2 – Draft Peterborough City Council - Audit Results Report

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PETERBOROUGH CITY COUNCIL

Statement of Accounts

2019/20

Peterborough City Council
Statement of Accounts 2019/20

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Narrative Report

1 Peterborough's Vision and Strategic Priorities

The Council's vision is for a bigger and better Peterborough that grows the right way through truly sustainable development and growth.

The Council's priorities to deliver this vision are:

- Growth, regeneration and economic development of the City to bring new investment and jobs. Supporting people into work and off benefits is vital to the City's economy and to the wellbeing of the people concerned
- Improving educational attainment and skills for all children and young people, allowing them to seize the opportunities offered by new jobs and university provision, thereby keeping their talent and skills in the City
- Safeguarding vulnerable children and adults
- Pursuing the Environmental Capital agenda to position Peterborough as a leading city in environmental matters, including reducing the City's carbon footprint
- Supporting Peterborough's culture and leisure trust, Vivacity, to continue to deliver arts and culture in the City
- Keeping our communities safe, cohesive and healthy
- To achieve the best health and wellbeing for the City

The Medium Term Financial Strategy (MTFS) outlines how the Council will deliver these services, within the resources available to the Council.

2 The Statement of Accounts

The Statement of Accounts has been prepared in accordance with statutory requirements, detailed in:

- The Local Government Act 2003
- Accounts and Audit Regulations 2015
- Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 (the Code).

It brings together the major financial statements for the financial year 2019/20. The statements and the notes that accompany them give a full and clear picture of the financial position of Peterborough City Council.

The sections are:

- *Narrative Report* – An overview of the Council's financial and operational performance, main objectives, key risks and strategies for future service delivery;
- *Statement of Responsibilities* – The responsibilities of the Council and its Chief Financial Officer in respect of the Statement of Accounts;
- *Comprehensive Income and Expenditure Statement* – This shows the accounting cost in the year of providing services. It is prepared in accordance with generally accepted accounting practices. This is different from the amount to be funded from taxation;

- *Movement in Reserves Statement* – The movement in the year on the different reserves held by the Council;
- *Balance Sheet* – The value of the assets and liabilities recognised by the Council at 31 March 2020;
- *Cash Flow Statement* – Inflows and outflows of cash or cash equivalents. The flows are revenue and capital transactions with third parties;
- *Notes to the Financial Accounts* – The Statements are supported by technical notes;
- *The Collection Fund and Notes* – Shows the transactions of the separate fund used for the collection of Council Tax and Non-Domestic Rates (NNDR) and its distribution to local government bodies and the government;
- *Statement of Accounting Policies* – Outlines the significant accounting policies adopted by the Council;
- *Group Accounts* - Sets out the income and expenditure for the year and financial position at the balance sheet date of the Council and any companies or other organisations, which the Council either controls or significantly influences.

3 Managing Organisational Performance

The Council's priorities are embedded within the budget-setting process and alongside these the Council has identified a strategic approach, to ensure the delivery of a sustainable budget:

- Building on successful transformation;
- Making its assets work even harder;
- Increasing commercial income and driving down the costs of contracts;
- Redesigning its services.

The Council has arrangements in place to ensure that it achieves economy, efficiency and effectiveness, to deliver value for money services to residents.

Budget managers receive detailed budgetary control information each month. A monthly budgetary control report is reviewed by each Departmental Management Team, the Corporate Management Team (CMT), and has been considered by Cabinet on a regular basis throughout 2019/20.

During 2019/20 further financial and human resources planning controls were enacted to ensure the council operated within its financial envelope which included:

- all recruitment and agency requests reviewed by a panel;
- detailed business cases for all expenditure in excess of £10k;
- reviewed the effectiveness and operation of financial and human resource controls across the organisation;
- all expenditure over £1k requiring Chief Finance Officer approval.

A Rapid Implementation Team (RIT) has been established which reports weekly to the CMT to ensure saving plans are delivered.

A Financial Improvement Programme Management Board (FIPMB) has been established, dedicated to overseeing the delivery of the budget setting process, including reviewing pressures and new savings plans and ensuring the delivery of financial targets.

All budget proposals and financial plans are scrutinised by CMT, the Cabinet Policy Forum and a Cross-Party Budget Working Group. They are then considered by Cabinet and Joint Budget

Scrutiny Committee, and consulted with the public and external stakeholders, prior to being recommended to Council for final approval.

The Council operates a risk management approach which is linked to the Council's budget monitoring process. Further details on the Council's risk management arrangements are contained within the Annual Governance Statement which is included as an annex to this document.

An officer led Capital Review Group met on monthly basis throughout 2019/20. This group has the responsibility of reviewing all aspects of the Council's Capital Programme. This year the group has been primarily focused on reducing the Capital Programme to a level which reflected only necessary and essential activity, reducing the ongoing cost of borrowing for the Council. The group successfully managed to reduce the 2019/20 Capital Budget to £69.3m from £124.4m in April 2019.

The Council's Treasury Management Strategy (TMS) contains the Council's Prudential Indicators, which are set each year as part of the budget setting process. These indicators are designed to assist members' overview and confirm the cost of the capital programme is sustainable. The Capital programme and treasury activities are monitored throughout the year, with performance against the indicators being reported to members twice a year. These indicators are included in the Council's outturn report to Cabinet.

Other key performance indicators (KPI) include the Council's payment and debt collection performance and are contained in the outturn report to Cabinet. The following are a sample of the 2019/20 KPI's reported:

- Prompt payment of invoices to suppliers – 80.8% (83.9% 2018/19) of invoices are paid promptly (within 30 days);
- Speed of collecting debtor accounts – a total of £66.5m (£68.5m 2018/19) of invoices was raised with a total of £64.7m (£56.2m 2018/19) collected, across all sundry debt;
- The collection of council tax and business rates – Council tax collection rate for was 95.81% (95.83% 2018/19) and the business rates collection rate was 97.89% (97.90% 2018/19);

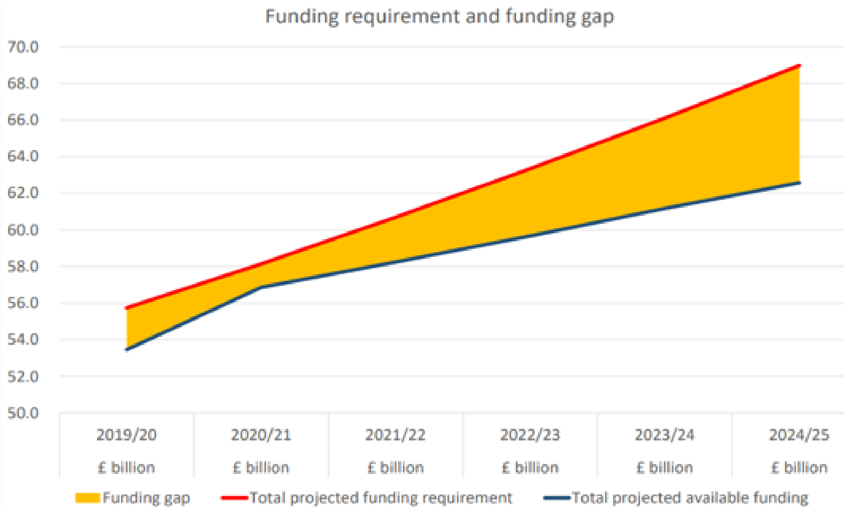
4 Revenue Position

National context

In September 2019 the Chancellor announced a one year only Spending Review (SR19), which outlined a real term increase of 4.3% for local government in 2020/21. This included additional funding for areas such as homelessness, schools' high needs block, new towns fund and additional social care funding, including the ability to raise a 2% adult social care precept. The announcement also outlined a CPI (1.6%) uplift in the level of Revenue Support Grant, the first uplift in over a decade. Although the announcement provided the Council with some short-term stability, by confirming the continuation of current key grants, a high degree of uncertainty around the councils future funding levels remains.

In December 2019 the Conservative Party won the General Election with an increased majority, giving the government more scope in making policy decisions in areas which would influence local government. At this point the Prime Minister pledged to bring forward a plan for a solution to adult social care, as well delivering Brexit. On 31 January 2020, the UK formally left the EU, although negotiations are still ongoing, the government has vowed that any additional responsibilities and financial pressures arising for Councils, as a result of Brexit, will be fully funded.

Nationally local government has continued to experience a growing demand for services, together with an increase in the complexity of the care and support required. At the same time local government has been faced with a sharp reduction in funding. The Government have been responding to the reports focussing on the social care pressures being faced by the sector and have announced additional funding. However, according to the Local Government Association (LGA), councils are still facing a funding gap of over £6.4bn forming in day-to-day spending by 2024/25 as illustrated in the following chart.



Source: LGA -Council funding requirement and funding gap - technical document [1]

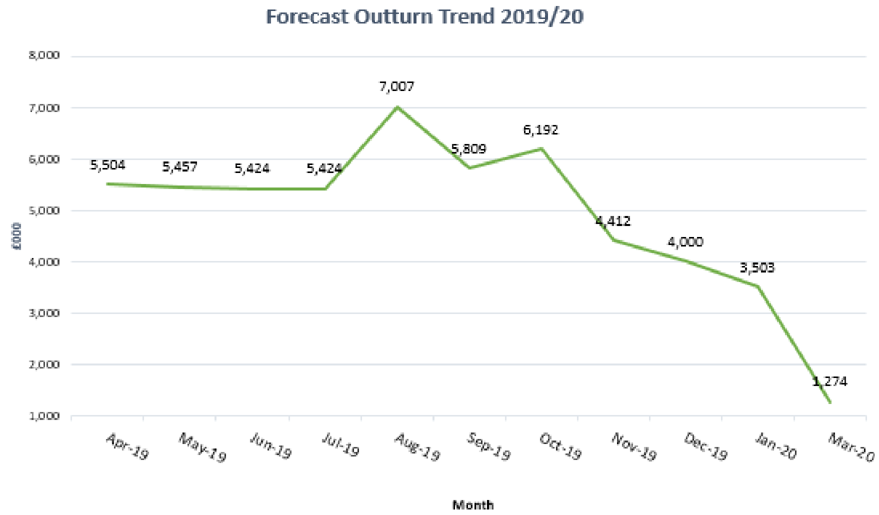
Local context

Through the year the Council has experienced rising demand for its services, increased costs from its suppliers and reductions in funding from central government. The following table shows how directorates performed against budget in 2019/20 with further detail and explanation contained in the Outturn Report as presented to Cabinet on 22 June 2020.

The final revenue outturn for 2019/20 is a £96k underspend, however following the Secretary of State approval the final position incorporates £5.6m borrowing to fund revenue expenditure (Capitalisation Direction). This approach is as per the Medium Term Financial Strategy (MTFS) as approved by Council March 2020.

Net Revenue Expenditure	Revised Budget £000	Actual £000	Cont to Reserve £000	Variance £000
Business Improvement	1,125	1,071	-	(54)
Chief Executive	1,810	1,584	-	(226)
Customer & Digital	7,765	7,783	-	18
Governance	4,344	4,393	-	49
People & Communities	74,950	76,931	1,004	2,985
Place & Economy	19,201	18,500	83	(618)
Public Health	228	241	-	13
Resources	49,521	44,948	3,680	(893)
Total Expenditure	**158,944**	**155,451**	**4,767**	**1,274**
Capitalisation Direction	-	(5,564)	-	(5,564)
Shortfall on asset sales	(2,821)	-	-	2,821
CCG - Credit Notes	-	1,631	-	1,631
Financing Adjustment	-	(258)	-	(258)
Revised Outturn	**156,123**	**151,260**	**4,767**	**(96)**
Transfer to Capacity Building Reserve				**(96)**

[1] *LGA -Council funding requirement and funding gap - technical document*



The chart above illustrates how the overspend forecast of the outturn changed throughout the year as more detailed information on performance became available. This demonstrates the results of actions taken by management to reduce and manage budget pressures emerging during the year, following reported forecast outturn overspends. Mitigating actions resulted in the reduction of the forecast overspend from the projected peak of £7.0m in August 2019 to a final broadly breakeven position.

Movements on reserve balances are incorporated within the transfer to and from reserves within Earmarked General Fund Reserves in the Movement in Reserves Statement (MIRS), page 2020, also shown in Note 16, page 49.

Reserves Balances

As at 31 March 2020, the balance on the General Fund is £5.1m. This is in line with the approved MTFS. The General Fund balance is usually maintained at £6m, however due to a timing difference in respect of Section 31 grant income associated with business rates the general fund has been used in 2019/20 to mitigate the variance, and will be fully replenished in 2020/21.

Schools balances totalled £3.2m at 31 March 2020, compared with £3.4m at 31 March 2019. This reduction reflects four local schools converting to academy status during the financial year, whereby at the point of conversion the reserve balances are transferred from the Council to the new Academy. The Council has a mechanism for reviewing the levels of reserves balances for schools and allows up to 8% of their delegated budget share to be held.

The Capacity Building Reserve reduced by £2m as it has funded transformational expenditure such as the projects as contained in the ICT Strategy, Adults Positive Challenge programme and the delivery of other saving programmes across the Council. The reserve will be used to ensure that strategic, operational and financial delivery requirements can be met in the future.

Departmental reserves decreased by £1.9m, from £6.9m to £5m. This relates to the planned use of grant funding previously transferred and contributions from new grants which have been received and not fully expensed through the year. These reserves include a number of higher value grants which will fund programmed expenditure in 2020/21 and future years, such as:

- Integrated Communities Strategy;
- Family Safeguarding Innovation Programme;
- Controlled Migration Fund (CMF).

Comprehensive Income and Expenditure Statement and Expenditure and Funding Analysis

The Statement of Accounts presents the Council's financial performance in two different formats:

- The Comprehensive Income and Expenditure Statement (CIES), shows revenue expenditure; income; and net expenditure for 2019/20 under proper accounting practices (see page 19).
- The Expenditure and Funding Analysis (EFA) shows net revenue expenditure for 2019/20 as it impacts on the General Fund balance and the statutory adjustments between accounting and funding bases required to reconcile to the net expenditure shown in the CIES (see Note 14, page 39).

Both of these formats include comparative figures for 2018/19. The statements use the Council's management structure for reporting net expenditure.

The Outturn Report does not directly correlate with the EFA due to the way movements in earmarked reserves and schools' balances required to be reported.

5 Capital and Treasury Position

The following table shows capital budgets as agreed for the 2019/20 MTFS of £114.1m including the Invest to Save Budgets of £36m. Following slippage of budgets where schemes were delayed in the prior year, the overall budget rose to £124.4m. The final revised budget, as reported within the Budgetary Control Report, as at 31 January 2020 was £94.2m. This compares to the final expenditure for each directorates and how this investment is planned to be financed of £64.3m.

Capital Expenditure	2019/20 MTFS Budget £000	Revised Budget Apr 2019 £000	Revised Budget Jan 2020 £000	Actual £000
Customer & Digital Services	3,800	4,415	4,463	3,026
Governance	90	90	-	-
People & Communities	34,671	31,521	25,715	20,986
Place & Economy	27,873	31,560	20,084	18,066
Resources	11,700	20,051	19,069	16,689
Capitalisation Direction	-	-	-	5,564
Total	**78,134**	**87,637**	**69,331**	**64,331**
Financed by:				
Grants & Contributions	26,826	32,855	34,252	36,072
Capital Receipts	23,150	23,150	23,150	-
Borrowing	28,158	31,632	11,929	28,259
Total	**78,134**	**87,637**	**69,331**	**64,331**
Invest to Save (100% funded from borrowing)	35,999	36,799	24,849	-

The revenue cost of financing the Council's borrowing totalled £16.4m in the year ending 31 March 2020, compared to £15.5m in the year ending 31 March 2019 (see Note 27, page 59).

Major projects which progressed during 2019/20 and included in the expenditure figures in the previous table are:

- A47/A15 Jct 18 (Nene) Bridge £3.2m
- Jack hunt Expansion £3.1m
- Hampton Lakes Primary School £5.0m
- Housing schemes developed by Medesham Homes £7.7m
- Purchase of homes from the open market project £4.2m

Capital expenditure has been financed by grants, third party contributions, and borrowing. Further information on capital financing can be found in the Borrowing and Investments section below and Notes 10 and 24, pages 33 and 55.

The Council has invested in housing and the regeneration of the City. The Council has over the past three years enabled the City to exceed its housing delivery target, set by Government by more than 366 new homes. Other examples of regeneration across the city include:

- In January the Council published plans for £43m redevelopment of Peterborough railway station and the surrounding area.
- In February the Council commenced the Northminster redevelopment, by agreeing to transfer the assets held within the site to the Peterborough Investment Partnership.
- The Council is working with the Cambridgeshire and Peterborough Combined Authority, Medesham Homes LLP and Cross Keys Homes to build 146 new affordable homes across Peterborough.
- The construction of Hampton Lakes Primary School started in January 2019, progressing throughout 2019/20 and is now open. The school provides enough space for 420 children as well as 26 nursery places.

Borrowing and Investments

The Council's TMS outlines the Council's approach to borrowing and investment. The main sources of borrowing are:

- the Public Works Loan Board (PLWB)
- other local authorities.

The following table shows that at 31 March 2020 the Council had net borrowings including cash and outstanding interest of £467.9m (£442.6m in 2018/19).

2018/19		**2019/20**
£m		**£m**
65.5	Short Term Borrowing	103.0
392.1	Long Term Borrowing	374.6
(15.0)	Investments	(9.7)
442.6	**Net Borrowing**	**467.9**

The Council's cash flow position is monitored on a daily basis to ensure sufficient funding is available to meet its obligations and to maximise return on surplus balances. Although the Capital Programme required borrowing of £28.3m, actual gross borrowing increased by £20.0m (net £25.3m) during the year due to use of internal balances to reduce the cost of borrowing in the short term.

6 Council Performance In Year

Key achievements over the past 12 months include:

- Peterborough is fifth fastest growing city in the country. Between 2001 and 2011 the population increased by 17.7% to 183,600. In 2019 the city's population was estimated at 201,041, with projected population forecast to be 211,688 by 2023;
- The Council successfully applied for Innovate UK funding for "Designs for Smart Local Energy Systems" The project is called the Peterborough Integrated Renewables Project and will be a £2m detailed feasibility that looks at integrating heat, power and mobility and is expected to deliver an investible proposition with significant innovation and benefits for the city;
- Peterborough was ranked as the number one highway authority in the Eastern Region according to annual National Highways and Transport survey;

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- The Council maintained 562 miles of roads, 719 miles of footways and 279 miles of cycle ways; 366 structures, 24,000 street lightings columns and 114 set of traffic signals;
- 3,458 potholes were repaired and 16 miles of roads were resurfaced;
- In 2019/20 we cleared up 7,130 fly-tips;
- 86% of the Schools in the City were rated good or outstanding by Ofsted;
- From April 2019- December 2019 Public Health services have completed 2,517 health checks, helped 405 people stop smoking and helped 1,229 achieve personal health goals;
- Peterborough was chosen as one of five areas to deliver a programme of improving community integration. As part of that programme during 2019/20 the council has:
    - Established 'Peterborough Communities Fund' and provided over £0.3m through this to fund 24 local community groups;
    - Trained 43 community champions to support victims of domestic abuse and sexual violence;
    - 45 people have started to train on the English for Speakers of Other Languages course;
    - Provided 279 people personal support and advice on volunteering, to build confidence and skills to deliver their ideas in the community.
- The Council looked after 381 Children in care and supported 2,763 adults to remain independent in their own home;
- At the end of 2019/20, the Council was supporting 323 homeless households in temporary accommodation, and a further 67 rough sleepers requiring accommodation due to the impact of COVID-19;
- The Council was successful in its bid for a grant as part of the New Towns Fund. Peterborough is one of 100 towns, which will receive up to £25m of investment from the £3.6bn government fund, to regenerate and transform the City;
- The Councils Elections Team won an award from the Association of Electoral Administrators for its dedication, outstanding effort and commitment, after conducting the first successful parliamentary recall petition, followed by a by-election, as well as local, European parliament and UK parliamentary elections throughout the year.

7 Changes to Service Delivery and Operations

The Council continues to build closer working partnerships with Cambridgeshire County Council (CCC) and other neighbouring councils. The Council shares the majority of CMT roles with CCC and the sharing of resources has expanded throughout organisations with 200 shared roles. This joint approach is increasing resilience in both Councils and will see a more efficient and better intelligence-led deployment of pooled resources across the Cambridgeshire area.

The Permanency Service was transferred back to the Council's direct operation in October 2019. The transfer of staff, foster and adoptive carers and associated services back to the authority has taken place, with the Council supporting and training carers.

In July 2019, the Council was one of the first councils to declare a climate emergency. A Climate Change Member Working Group has been established and changes have already been made to governance processes, with officers completing Carbon Impact Assessments on all proposals under consideration by members. The council has a Carbon Management Action Plan which includes 20 pledges for 2020/21. Such pledges include replacing the mayor's car with an ultra-low emissions vehicle and continuing to plant new trees, commitment to streetlight dimming, and a review of the council's electricity and gas contracts which will seek to amend to 100 per cent renewable energy tariffs and carbon off-set gas tariffs.

The Council continues to unlock the benefits from increased use of technology to increase flexibilities and efficiencies with a successful move to Microsoft Office 365 suite in August 2019. Enhanced agile capabilities enable a streamlined approach to working within a shared service role across multiple organisations and locations. As social distancing measures were introduced in March 2020, the Council's workforce has been able to quickly adapt and seamlessly transition to working from home.

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8 Risks, Challenges and Mitigating Action

The Risk Management Board, led by the Acting Director Corporate Resources meets regularly throughout the year to both challenge and support risk management across the Council and with partner organisations.

The current and substantial risks are identified and considered by the CMT, with mitigation actions being made where possible. Risks are reported to the Audit Committee on a regular basis. Risks which have been identified (outside COVID-19 pandemic) include:

- Demand Led Services - the Council provides services where the need for support lies outside the Council's direct control, for example in children's, adult social care and homelessness services. The demographics associated with these services remain under regular review throughout the year;
- Financial Resilience – there is the risk that Council has insufficient reserve balances to withstand the budget pressures from reduced grant funding, increased cost of service delivery, non-delivery of savings or an emergency situation. The Lean Cost Structure Review, a strategy to deliver a new operating model to operate at a lower cost base for the Council is in progress;
- Savings Delivery - the achievement of a balanced and sustainable budget is reliant on a challenging savings programme and the organisational capacity to implement transformational change. Progress against all saving proposals is monitored by the RIT and reported to FIPMB, CMT and Cabinet accordingly;
- Business Rates, Council Tax and other fees and charges - the council relies on income generated from council tax, business rates and other income streams such as parking, planning. There is a risk that collection rates could decline, or growth assumptions built in to the budget are too ambitious. Provision are set aside to take account of the risk from business rates appeals and bad debt, and both are closely monitored on a monthly basis;
- Local Government future funding models – uncertainty remains regarding the future funding model for all Councils. This uncertainty creates a challenge when assessing available resources the Council has to be able to deliver services to inform the plans for the medium term financial strategy. The Council will continue to monitor developments from central government and input into consultations;
- The capital programme is partially reliant on developer contributions as well as successful bids for external funding.

These funding streams are not guaranteed and could be impacted by a downturn in development or the economy. It also takes a proactive approach in bidding for grant funding and reviewing the capital programme regularly at an officer led Capital Review Group (CRG)

- The Council monitors the forecasts for sale completions and valuations to ensure the correct value has been accounted for within the MTFS.

As a result of the COVID-19 pandemic the impact of the risks identified are expected to increase with the Council being part of the key organisations responding to the crisis. Although the council has received additional funding the financial implications are expected to exceed this and pressures to continue into the medium term. Further detail of the impact of the COVID-19 pandemic is outlined in detail in section 10.

9 Strategy for Future Sustainability

The Council's MTFS for 2020/21 was balanced by the identification of £34.7m of budget reductions, including the use of £3.9m of capital receipts to repay debt. The Council plans to use £1.5m from reserves and £1.2m of the Capitalisation Direction.

A copy of the Council's MTFS for 2020/21 to 2022/23 is located on the Council's website[2]. A summary of the budget changes agreed at Council on 4 March 2020 and the financial challenge which remains, is outlined in the following table.

The Council will need to identify budget reductions totalling at least £14.8m by 2022/23 to set a balanced budget.

Summary Budget Position	2020/21 £000	2021/22 £000	2022/23 £000
Budget Gap	**18,409**	**20,056**	**18,721**
Service Pressures and investment			
Tranche 1	15,134	15,134	15,134
Tranche 2	2,668	2,446	2,396
Total	**17,802**	**17,580**	**17,530**
Budget Position before savings & additional income	**36,211**	**37,636**	**36,251**
Savings & additional income (including Capitalisation Direction)			
Tranche 1	(24,038)	(24,029)	(22,565)
Tranche 2	(10,662)	638	1,123
Total	**(34,701)**	**(23,391)**	**(21,443)**
Use of Reserves	**(1,510)**	**-**	**-**
Final Budget Gap	**-**	**14,245**	**14,808**

The Council approved an increase to council tax by 3.99% in 2020/21, this includes a general increase of 1.99% and an Adult Social Care precept of 2%. This was one of the measures announced as part of the Spending Review 2019 and confirmed within the referendum limits included in the Local Government provisional finance settlement in December 2019. The Council has a greater reliance on Council Tax funding compared to five years ago. In 2013/14 £56.6m of Council Tax Income was generated, this has increased by 48.2% to £83.9m. However, the Council's flexibility to raise Council Tax is restricted by the referendum principles put in place by the Government.

[2] https://www.peterborough.gov.uk/council/budgets-spending-and-performance/our-finances/

The following diagram outlines the make-up of the Council's Key resources for 2020/21:

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Revenue Support Grant (RSG), was increased by 1.63%, to £10.4m in 2020/21, the first increase in over a decade. Despite this increase, the Councils RSG has seen a reduction of 81% since 2013/14 when the grant was £55.0m, and now forms a small proportion of the Council's core resources.

Business rates income has grown significantly over recent years. The City has seen great economic and business growth, which is reflected in the creation of new businesses. The Council will benefit from £1.3m of additional income as a result of a successful Business Rates pool application with the other Cambridgeshire Local Authorities. The pool considers the business rates levy owed by each of the authorities, pooling them together, which produces a lower percentage levy calculation for the councils included.

Other grants received include grants for social care, which have been increasing but not at the same speed as the increase in demand on services. As well as New Homes Bonus, an incentive-based grant to reward local authorities for the development of new housing will be announced. The level of grants to be received by the Council remains uncertain beyond 2020/21.

The CMT and senior officers have commenced a Lean Cost Service Review (LCSR), in order to design and develop a new operating model for the Council for it to operate sustainably within its financial envelope. This review is likely to result in a combination of the following:

- Reduce contractual expenditure and tighter contract management;
- Redesign of delivery of services including:
  - Delivering services at a lower cost, value for money, more efficient manner;
  - Providing a lower level of services, or make them much leaner;
  - Reduction in services provided

10 Covid-19

On the 24 March 2020 the Council declared a critical incident which enabled the Council to enact the emergency policy. This provides the Council with:

- Governance structure of Gold, Silver and Bronze Command Groups are in operation, with regular diarised meetings to ensure swift and effective decision making takes place, and actions are implemented;
- Additional guidance to ensure that vital services are delivered by redeploying staff to key roles and staffing levels are maintained to deliver vital services;

- Business Continuity Plans are reviewed and daily communication to the organisation takes place via email and on the intranet site.

Operations

The Council's response and immediate priorities have focused on:

- mitigating the potential impact and risks to the delivery of key services, particularly the sustainability of Adult Social Care services;
- the establishment of a Coordination Hub to provide residents that are vulnerable or shielding with access to food, medicine and other essential support;
- ensuring vulnerable children are supported by working with schools to support vulnerable children and those children of key workers;
- the provision accommodation for rough sleepers to ensure they can safely self-isolate;
- ensuring front line services and care workers have Personal Protective Equipment (PPE) to enable safe working and to minimise transmission and spread of the virus.

The Council has been working collaboratively with the NHS to ensure that where it is appropriate to do so, people are moved out of hospital and that as many people as possible are supported within the community to avoid hospital admissions.

The Council's agile working practices and ICT systems have enabled the majority of staff to work from home or be redeployed to other roles. With most of the workforce working from home the Council has provided additional mental health and wellbeing support to all staff, and have ensured there has been daily communication to ensure the local and national position are known and the Council's role in delivery of services understood.

As at the 14th May 2020 there have been 16,264 individuals registered as shielded across Peterborough and Cambridgeshire, with the hub providing support to 4,852 of these, as they have been in contact to request help. The response received so far has been overwhelmingly positive with over 1,800 volunteers registered to support the operation, as well joint working with partner organisations such as the Red Cross and Cross Keys Homes.

On 18 March 2020 the Prime Minister announced that schools and educational settings were to close from 20 March 2020, with the exception of a continued education provision for vulnerable children, or those children with parents that are key workers. The Council has worked closely with professionals across the education sector, schools and early year's settings to mobilise the resulting actions from the Government's announcement. This has including developing education packs, resources and online learning platforms that will allow children to continue learning at home, ensuring free school meals are provided to eligible families and providing disadvantaged children with a laptop or tablet and access to broadband to ensure they have access to educational resources. In addition to this a high percentage of schools across Peterborough have been open to support vulnerable children and those whose parents are key workers.

The Council is now focussing its attention to providing advice, guidance and support to schools, while they make their preparations to safely and confidently open to more children in the coming months.

At present the Council is not anticipating any major impact to key supplier chains. The Council has been following the Procurement Policy Note (PPN 02/20) issued by the Government and have issued guidance and procedures which must be followed by all officers, should a supplier apply for relief under this note. The Council has maintained contractual payments. The Council have worked closely with suppliers and where possible redeployed the resource to support the coordination hub.

The Council's capital programme schemes are progressing at a slower rate due to reduced level of productivity. This is the result of restrictions which have been implemented within highways and property teams to operate social distancing. These measures continually reviewed in line with the Government's announcements on the easing of lockdown and more local measures are enacted.

Financial Position

An initial impact of the pandemic on the Council's financial position was reported to Cabinet on 11 May 2020[3]. The Council has additional financial challenges resulting from the actions required to manage the pandemic. This includes the loss of income streams, additional pressures from service users and difficulty with delivering the planned savings. Current estimates indicate that the additional cost to the Council to be at least £18.3m in 2020/21, with further Council Tax and Business Rates income reduction expected to cause a further £15.8m of pressure on the 2021/22 budget. These financial implications will impact the Councils financial position in the medium to longer term.

The Council's financial resilience is anticipated to decrease due to the additional costs incurred in response to the pandemic, combined with already low reserves balances and a budget gap of £14.2m in 2021/22.

The overall financial position is being reviewed weekly by the CMT, and reported to Cabinet on a regular basis, along with the regular COVID-19 financial position returns to central government.

The Government have announced a number of initiatives and support to be delivered to, and through, Local Government. These include additional funding to the Council, businesses and individuals, as well as advance payment of grants and a deferral in business rates payment, to support the Council's cash flow position.

The Council has considered the financial implications of COVID-19 on the balance sheet. As the Government has made available support packages for businesses including business rates holidays, grants, a loan scheme and the ability to furlough staff, at this time the Council has not amended its approach, to reflect any impact of the pandemic within this calculation. This will remain under close observation as the wider economic impact of the pandemic unfolds. At this stage the Council has not made any adjustments to the valuation of its investment assets in respect of COVID-19, this will be monitored and further detail has been outlined within Critical Judgements in Applying Accounting Policies, Note 42, page 71.

[3] Council Financial Position Report- 11 May Cabinet

Risks

A risk log has been developed to identify COVID-19 specific risks which would have an impact. This is reviewed by the Joint Management Team (CMT which covers both the Council and Cambridgeshire County Council) on a weekly basis. In addition to the risks identified within section 8, the specific COVID-19 risks include:

- Financial risk arising from a reduction in income, additional costs and non-delivery of savings plans, as a result of the pandemic. This would impact the Councils financial resilience and ability to respond to an emergency.
- Staffing levels could be impacted as a result of the pandemic due to sickness, shielding or childcare commitments. The Council is monitoring the data and has issued guidance to staff and managers. A redeployment scheme has been implemented to ensure staff can be redirected to other areas within the Council requiring resource.
- The Council has changed the demand on how ICT is accessed to ensure effective and efficient homeworking for the majority of the workforce. A disaster recovery plan is in place and with modifications to server and system changes to reduce disruption.
- Operational risks include the safeguarding of vulnerable adults and children throughout the lockdown period, the ability for schools to remain open, a reduction in the level of available accommodation for homeless families or individuals and the delivery of free school meals to those not attending an education setting. All of these instances have undergone consideration with detailed strategies implemented by the Councils service departments to mitigate these risks as far as possible.
- Increased demand on health and care services may exceed service provision or care providers cannot deliver services as required. The Council has recently agreed an uplift in funding to support care providers and are working closely with the NHS and Cambridgeshire County Council to set up additional service provision.
- An increase in the level of deaths within Peterborough will lead to a strain on the capacity of the burial and crematorium service, which would subsequently impact the mortuary facilities. This is monitored by the Council and additional capacity in both services has been made available.

Recovery

As the pandemic restrictions were put in place nationally the Council was already in the process of thoroughly reviewing its operations, with the view to implementing transformational changes in 2020/21, as set out in the MTFS. The disruption to ‘business as usual’ resulting from the pandemic has meant that previously held plans and approaches will need to be re-visited. Although the full extent of the impact of COVID-19 on the Council and the community is unknown, the Council has begun to develop a recovery plan by establishing a framework which includes the following stages:

- identification of risks to both the immediate and long term financial and operational effectiveness of the Council, with consideration of the mitigating actions which have been put in place throughout the pandemic;
- review the Council’s strategic priorities and aims in light of a change in needs and resources;
- consideration of the social and financial impact, by conducting financial modelling, scenario analysis and impact assessments to ensure that strategic ambitions and

operational plans balance affordability, sustainability and need;

- redesign of services and development of service plans for the recovery and reintroduction of services throughout the period. This will include maximising opportunities which have been identified through the pandemic, such as the enhanced agile working approach or the collaborative working with the community and volunteers.

The Council is an active member of the Cambridgeshire and Peterborough Local Resilience Forum Recovery Group, along with other Cambridgeshire Councils, NHS, Police and Crime Commissioner and the Fire Authority. This group has established a Multi-agency Community Recovery Group, which has the immediate focus of producing a wider recovery plan for the local area. Individual strands have been identified for development, these include, care, health, criminal justice, environmental and economy and will look to address issues such as the loss of income, pressures placed on certain sectors due to rising demand and increased cost base, future ongoing support from Central government and rebuilding financial resilience.

11 Summary

The Council continues to provide services that matter to the residents of Peterborough against the challenges of reduced funding and growing service demand.

The Council approved the revenue and capital budget requirement for 2020/21 as part of its MTFS. The budget supported the Council's key priorities and included £34.7m of budget reductions, £1.2m of Capitalisation Direction and the use of £1.5m from the Capacity Building Reserve. The budget gap in 2021/22 remains at £14.2m, rising to £14.8m in 2022/23. The Council remains in a challenging financial position, which has been exacerbated by the COVID-19 pandemic. The Council will continue to be proactive in making decisions on how it can best deliver services within its financial envelope, but the current situation means the Council is going to have to make significant operational changes and will be reliant on additional funding from central government.

The Council has where possible managed the financial challenges during 2019/20, by being alert to service and budget pressures, and balancing the demands of local circumstances with the financial constraints. The actions taken by Cabinet and CMT has meant that the Council has significantly reduced the forecast overspend by the end of the financial year.

The Council will continue to provide the vital response to the COVID-19 pandemic and support the residents and businesses of Peterborough through these unprecedented times. The challenge will remain once operations start returning to normal in future months, however the Council is working closely with neighbouring local authorities to develop a recovery plan to support the recovery of the local economy, resume services and support businesses and the community rebuild after the devastating impact of the pandemic.

I am extremely grateful to all the finance and operational staff across the Council for the support and enthusiasm which they have brought to the many and challenging tasks they have faced during 2019/20 and still continue to face. The willingness to go above and beyond has never been more apparent than in recent months, with staff adapting incredibly quickly and professionally to a new approach to working or applying themselves to a different role to ensure the continuation of services or provide community response to the pandemic. I would also like to extend my gratitude to the individual volunteers and organisations that have worked closely with the Council to support the residents and businesses of Peterborough through these unprecedented times.

I hope readers will find the following pages helpful and interesting in providing an insight into the finances and performance of the Council.

Peter Carpenter,
Acting Director of Corporate Resources

Independent Auditors’ Report to the Members of Peterborough City Council

To be added following conclusion of audit – October 2020

Statement of Responsibilities

The Council's Responsibilities

The Council is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Council, that officer is the Acting Director of Corporate Resources;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- approve the Statement of Accounts.

Chairman's Certificate

I certify that the Statement of Accounts for the year ended 31 March 2020 was approved at the meeting of the Audit Committee on 13 July 2020.

Signed on behalf of Peterborough City Council:

Chairperson of meeting approving the accounts:

Cllr David Over

Date: November 2020

The Chief Financial Officer's Responsibilities

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

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

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

The Chief Financial Officer has also:

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

Chief Financial Officer's Certificate

I certify that the accounts set out on pages 19 to 107 present a true and fair view of the financial position of the Council at 31 March 2020 and its income and expenditure for the year ended 31 March 2020.

Acting Director of Corporate Resources:

Peter Carpenter

Date: November 2020

Comprehensive Income and Expenditure Statement (CIES)

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Councils raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in both the Income and the Expenditure and Funding Analysis Note14 and the Movement in Reserves Statement Note 16.

*Restated 2018/19 **					2019/20		
Gross Expenditure £000	*Gross Income £000*	*Net Expenditure £000*	**Comprehensive Income & Expenditure Statement (CIES)**	**Notes (From Page 23)**	**Gross Expenditure £000**	**Gross Income £000**	**Net Expenditure £000**
873	*(76)*	*797*	Business Improvement		1,179	(120)	1,059
2,170	*(672)*	*1,498*	Chief Executives		2,590	(824)	1,766
7,631	*(907)*	*6,724*	Customer & Digital Services		8,700	(854)	7,846
5,681	*(1,122)*	*4,559*	Governance	4	6,846	(2,118)	4,728
309,667	*(204,199)*	*105,468*	People & Communities	1, 2, 6	280,388	(180,639)	99,749
56,772	*(13,570)*	*43,202*	Place & Economy		61,321	(20,837)	40,484
11,083	*(11,110)*	*(27)*	Public Health	6	11,289	(11,000)	289
90,787	*(66,987)*	*23,800*	Resources	3	83,701	(58,291)	25,410
484,664	*(298,643)*	*186,021*	**Cost of Services**		**456,014**	**(274,683)**	**181,331**
12,900	*(9,661)*	*3,239*	Other Operating Income & Expenditure	9	8,750	(1,991)	6,759
104,590	*(7,727)*	*96,863*	Financing & Investment Income & Expenditure	10	36,174	(5,608)	30,566
2,642	*(166,143)*	*(163,501)*	Taxation & Non-Specific Grant Income & Expenditure	11	2,828	(178,801)	(175,973)
604,796	*(482,174)*	*122,622*	**(Surplus) / Deficit on Provision of Services**	14	**503,766**	**(461,083)**	**42,683**
		(5,571)	(Surplus) / Deficit on Revaluation of Non-Current Assets	15,17			(20,583)
		46,056	Actuarial (Gains) / Losses on Pension Assets / Liabilities	7			(126,988)
		40,485	**Other Comprehensive Income & Expenditure**				**(147,571)**
		163,107	**Total Comprehensive Income & Expenditure**				**(104,888)**

** the 2018/19 figures have been restated to take account of changes in organisation structure during 2019/20*

Movement in Reserves Statement (MiRS)

This statement shows the movement in the year on the different reserves held by the Council, analysed into ‘usable reserves’ (ie. those that can be applied to fund expenditure or reduce local taxation) and other 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 the statutory adjustments required to return to the amounts chargeable to council tax for the year.

The Net Increase or Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Council, for more detailed movements, see Note 15, page 42.

Movement in Reserves during 2018/19 and 2019/20	**Note**	**General Fund Balance**	**Schools’ Balances**	**Earmarked General Fund Reserves**	**Capital Receipts Reserve**	**Capital Grants Unapplied Account**	**Total Usable Reserves**	**Unusable Reserves**	**Total Council Reserves**
	15	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**
Balance at 1 April 2018		*(6,000)*	*(5,559)*	*(34,899)*	*-*	*(1,216)*	*(47,674)*	*137,469*	*89,795*
Total Comprehensive Income & Expenditure		*120,437*	*2,185*	*-*	*-*	*-*	*122,622*	*40,485*	*163,107*
Adjustments between accounting basis & funding basis under regulations		*(116,755)*	*-*	*-*	*(7,663)*	*106*	*(124,312)*	*124,312*	*-*
Net Increase / Decrease before Transfers to Earmarked Reserves		*3,682*	*2,185*	*-*	*(7,663)*	*106*	*(1,690)*	*164,797*	*163,107*
Transfers to / (from) Earmarked Reserves		*(3,682)*	*-*	*3,682*	*-*	*-*	*-*	*-*	*-*
(Increase) /Decrease in 2018/19		*-*	*2,185*	*3,682*	*(7,663)*	*106*	*(1,690)*	*164,797*	*163,107*
Restated Balance at 31 March 2019 Carried Forward		*(6,000)*	*(3,374)*	*(31,217)*	*(7,663)*	*(1,110)*	*(49,364)*	*302,266*	*252,902*
Balance at 1 April 2019		**(6,000)**	**(3,374)**	**(31,217)**	**(7,663)**	**(1,110)**	**(49,364)**	**302,266**	**252,902**
Total Comprehensive Income & Expenditure		42,468	215	-	-	-	42,683	(147,571)	(104,888)
Adjustments between accounting basis & funding basis under regulations		(37,827)	-	-	7,663	152	(30,012)	30,012	-
Net Increase before Transfers to Earmarked Reserves		4,641	215	-	7,663	152	12,671	(117,559)	(104,888)
Transfers to / (from) Earmarked Reserves		(3,753)	-	3,753	-	-	-	-	-
(Increase) / Decrease in 2019/20		**888**	**215**	**3,753**	**7,663**	**152**	**12,671**	**(117,559)**	**(104,888)**
Balance at 31 March 2020 Carried Forward		**(5,112)**	**(3,159)**	**(27,464)**	**-**	**(958)**	**(36,693)**	**184,707**	**148,014**

Balance Sheet

The Balance Sheet shows the value of the assets and liabilities recognised by the Council. 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 of reserve are usable reserves, ie those reserves that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve may only be used to fund capital expenditure or repay debt).
- The second category of reserves is those that the Council is not able to use to provide services. This category of reserves includes the reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement, page 20, line 'Adjustments between accounting basis and funding basis under regulations'.

31 March 2019	**Balance Sheet**	**Notes**	**31 March 2020**
£000			**£000**
548,941	Property, Plant & Equipment	17	568,190
25,676	Investment Property	18	23,551
9,144	Intangible Assets	19	8,405
1,372	Long term Debtors	27, 28	2,509
585,133	**Long Term Assets**		**602,655**
17	Short Term Investments	27, 29	3
456	Inventories	30	461
76,699	Short Term Debtors	31	83,085
15,268	Cash & Cash Equivalents	28, 38	10,437
128	Current Intangible Asset		-
1,217	Assets Held for Sale	20	2,015
93,785	**Current Assets**		**96,001**
(69,062)	Short Term Borrowing	27	(106,457)
(63,757)	Short Term Creditors	32	(69,163)
(9,088)	Provisions	33	(10,174)
(141,907)	**Current Liabilities**		**(185,794)**
(332,035)	Long Term Creditors (Pension Liability)	7	(221,488)
(175)	Provisions	33	(356)
(392,087)	Long Term Borrowing	27	(374,587)
(45,720)	Other Long Term Liabilities	27, 28	(44,807)
(19,896)	Capital Grants Receipts in Advance	34	(19,638)
(789,913)	**Long Term Liabilities**		**(660,876)**
(252,902)	**Net (Liabilities) / Assets**		**(148,014)**
(49,364)	Usable Reserves	15	(36,693)
302,266	Unusable Reserves	15	184,707
252,902	**Total Reserves**		**148,014**

Peter Carpenter – Acting Director of Corporate Resources November 2020

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 between operating, investing and financing activities. 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.

.l';		Notes	2019/20
£000	**Cash Flow Statement**		**£000**
122,622	Net (Surplus) / Deficit on the Provision of Services		42,683
(85,520)	Adjust net (Surplus) / Deficit on the Provision of Services for Non Cash Movements		(73,720)
(60,782)	Adjust for Items Included in the Net (Surplus) / Deficit on the Provision of Services that are Investing & Financing Activities		(4,275)
(23,680)	**Net Cash Flows from Operating Activities**		**(35,312)**
56,308	Investing Activities	36	60,536
(39,140)	Financing Activities	37	(20,393)
(6,512)	**Net (Increase) / Decrease in Cash & Cash Equivalents**		**4,831**
8,756	Cash & Cash Equivalents at the Beginning of the Reporting Period		15,268
6,512	Increase / (Decrease) in Cash and Cash Equivalents		(4,831)
15,268	**Cash & Cash Equivalents at the end of the Reporting Period**	38	**10,437**

** restated to adjust the classification of cash inflows and outflows from the granting and redemption of loans*

Notes to the Accounts

1 Dedicated Schools Grant (DSG)

Details of the deployment of DSG receivable for 2019/20 and for the previous financial year are as follows:

Schools Budget Funded by Dedicated Schools Grant 2019/20	Central Expenditure £000	ISB £000	Total £000
Final DSG for 2019/20 before Academy and high needs recoupment			(210,940)
Academy and high needs figure recouped for 2019/20			120,076
Total DSG after Academy and high needs recoupment for 2019/20			(90,864)
Brought forward from 2018/19			(2,973)
Carry forward to 2020/21 agreed in advance			-
Agreed initial budgeted distribution in 2019/20	(40,923)	(52,914)	(93,837)
In year adjustments	234	-	234
Final budgeted distribution for 2019/20	(40,689)	(52,914)	(93,603)
Less actual central expenditure	37,290	-	37,290
Less actual ISB deployed to schools	-	52,914	52,914
Carry Forward to 2020/21	**(3,399)**	**-**	**(3,399)**
Total amount carried forward			**(3,399)**

The Council's expenditure on running schools is funded primarily by DSG provided by the Education and Skills Funding Agency. An element of DSG is recouped by the Department for Education to fund academy schools in the Council's area. DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools Budget, as defined in the School Finance and Early Years (England) Regulations 2019. The Schools Budget includes elements for a range of educational services provided on a Council-wide basis and for the Individual Schools Budget (ISB), which is divided into a budget share for each maintained school.

Schools Budget Funded by Dedicated Schools Grant 2018/19	*Central Expenditure £000*	*ISB £000*	*Total £000*
Final DSG for 2018/19 before Academy and high needs recoupment			*(204,661)*
Academy and high needs figure recouped for 2018/19			*106,638*
Total DSG after Academy and high needs recoupment for 2018/19			*(98,023)*
Brought forward from 2017/18			*(2,119)*
Carry forward to 2019/20 agreed in advance			*-*
Agreed initial budgeted distribution in 2018/19	*(38,510)*	*(61,632)*	*(100,142)*
In year adjustments	*56*	*-*	*56*
Final budgeted distribution for 2018/19	*(38,454*	*(61,632)*	*(100,086)*
Less actual central expenditure	*35,481*	*-*	*35,481*
Less actual ISB deployed to schools	*-*	*61,632*	*61,632*
Carry Forward to 2019/20	*(2,973)*	*-*	*(2,973)*
Total amount carried forward			*(2,973)*

2 Pooled Funds

The Council has four Section 75 (S75) agreements with health partners. Three of the agreements, Better Care Fund, Learning Disability Services and Integrated Community Equipment Services are with Cambridgeshire and Peterborough Clinical Commissioning Group (CPCCG). The fourth agreement, for Mental Health Services, is with Cambridgeshire and Peterborough NHS Foundation Trust (CPFT).

Better Care Fund (BCF)

The Better Care Fund has been established by the Government to provide funds to local areas to support the integration of health and social care. It is a requirement of the BCF that the CCG and the Council establish a pooled fund for this purpose. The annual S75 agreement with Cambridgeshire and Peterborough Clinical Commissioning Group (CPCCG) sets out contribution levels and performance measurements. The BCF value for 2019/20 was £14.2m (2018/19 £13.3m) of which £7.2m is a pooled fund shown within the People & Communities line in the Comprehensive Income and Expenditure Statement (CIES). The remaining, non-pooled fund element, is made up of £2.0m directly received capital funding and £4.8m retained by CPCCG.

Learning Disability Services

The Council has a S75 agreement with CPCCG for the commissioning and provision of specialist health related learning disability services. The annual agreement for 2019/20 sets out the Council's contribution to the Pool, the level of performance that the Council aimed to deliver across a range of performance indicators and key service developments that the Council would take forward. Activity for this partnership is shown in the People & Communities line in the CIES of £0.9m (2018/19 £0.9m).

Integrated Community Equipment Services (ICES)

The annual agreement for 2019/20 agreed a pooled budget and monitoring process for the provision of a joint ICES store and associated expenditure in relation to Social Care. The Council's contribution of £0.4m (2018/19 £0.3m) to this pooled

partnership is shown in the People & Communities line in the CIES.

Mental Health Services

The Council has a S75 agreement with CPFT which provides for the cost of staff and associated overheads providing mental health services. The Council's contribution to this pooled partnership of £1.5m (2018/19 £1.2m) is shown in the People & Communities line in the CIES.

3 External Audit Costs

The Council has incurred the following cost on the audit of the Statement of Accounts provided by the Council's external auditors, Ernst and Young LLP (EY).

2018/19 £000*	**External Audit Costs**	**2019/20 £000**
106	Fees payable with regard to external audit services carried out by the appointed auditor	161
-	Other services provided by the appointed auditor	-
106	**Total**	**161**

* 2018/19 figures have been restated to reflect the final payment

The increase in fees is contained in the EY 'Provisional Audit Plan' which was due to be considered at Audit Committee 25 March 2020[4]. On page 42 of this Plan it details that the increase in fee is based on the following factors:

- Status of the sector - increasing complexity of local government reporting
- Audit of estimates - to address the regulatory expectations from FRC
- Regulatory environment - pressures from the changing regulatory landscape and audit market dynamics

[4] EY Provisional Audit Plan – Item 4, 25 March Audit Committee

- Public sector audit profession - there is a shortage of specialist public sector audit staff and multidisciplinary teams to support compressed timescales

4 Member's Allowances

The level of member allowances is recommended by an independent panel. The Council is required by law to ask an independent panel to review its members' allowances on an annual basis. The table shows amounts paid to members.

2018/19 £000	**Member's Allowances**	**2019/20 £000**
847	Allowances	869
-	Expenses	-
847	**Total**	**869**

5 Termination Benefits and Exit Packages

The Council terminated the contracts of a number of employees in 2019/20, incurring liabilities of £2.6m (2018/19 £0.9m). These costs include voluntary and compulsory redundancy costs, pension strain and other departure costs.

Restated 2018/19 £000*	**Termination Benefits**	**2019/20 £000**
-	Business Improvement and Development	141
95	Chief Executive	374
2	Customer & Digital Services	198
20	Governance	76
443	People & Communities	814
146	People & Communities (Schools)	143
204	Place & Economy	518
16	Public Health	37
-	Resources	253
926	**Total**	**2,554**

* *Restated to show updated headings as a result of changes in directorates*

The costs were charged to the Comprehensive Income and Expenditure Statement as shown in the table.

The number of packages agreed and the value of those packages are analysed in the following tables, in bands of £20k up to £100k and £50k thereafter (some bands are combined to avoid disclosing individual payments).

Termination and Exit Packages

Compulsory No.	**Voluntary No**	**Total No.**	**Bands**	**Compulsory £000**	**Voluntary £000**	**Total £000**	Pension Strain inc. in total* £000
Termination and Exit Packages 2019/20							
1	34	35	£0 - £19,999	3	242	245	-
-	26	26	£20,000 - £39,999	-	747	747	71
-	7	7	£40,000 - £59,999	-	355	355	96
-	7	7	£60,000 - £79,999	-	508	508	181
-	3	3	£80,000 - £99,999	-	271	271	130
-	3	3	£100,000 - £150,000 +	-	428	428	294
1	**80**	**81**	**Total**	**3**	**2,551**	**2,554**	**772**
Termination and Exit Packages 2018/19							
12	*11*	*23*	*£0 - £19,999*	*34*	*116*	*150*	*13*
2	*8*	*10*	*£20,000 - £99,999*	*128*	*253*	*381*	*23*
-	*2*	*2*	*£100,000 - £150,000 +*	*-*	*395*	*395*	*283*
14	*21*	*35*	*Total*	*162*	*764*	*926*	*319*

* *Pension Strain included in total is the amount paid to the Local Government Pension Scheme, see Note 7 for further information*

6 Pension Schemes Accounted for as Defined Contribution Schemes

Teachers' Pension Scheme

Teachers employed by the Council are members of the Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE). The Scheme provides teachers with specified benefits upon their retirement, and the Council contributes towards the cost by making contributions based on a percentage of members' pensionable salaries through the DSG allocation (Note 1).

The Scheme is a multi-employer defined benefit scheme. The Scheme is unfunded and the DfE uses a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. Valuations of the notional fund are undertaken every four years.

The Scheme has in excess of 3,700 participating employers and consequently the Council is not able to identify its share of underlying financial position and performance of the Scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

In 2019/20 the Council paid £5.0m to the Teachers' Pension Scheme in respect of teachers' retirement benefits, representing 16.5% of pensionable pay from April to August 2019 and 23.7% from September 2019 onwards. The figures for 2018/19 were £4.7m and 16.5%.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and included in Note 7. The Council is not liable to the Scheme for any other entities' obligations under the plan.

NHS Pension Scheme

This scheme applies to some of the former employees of the Pooled Partnership with NHS Peterborough for the delivery of Adult Social Care and the employees of the Public Health Service. Details of the benefits payable under these provisions can be found on the NHS Pensions website at https://www.nhsbsa.nhs.uk/nhs-pensions.

The scheme is an unfunded, defined benefit scheme that covers NHS employers, GP practices and other bodies, allowed under the direction of the Secretary of State, in England and Wales. The scheme is not designed to be run in a way that would enable participating bodies to identify their share of the underlying scheme assets and liabilities. Therefore, the scheme is accounted for as if it were a defined contribution scheme: the cost to the Council of participating in the scheme is taken as equal to the contributions payable to the scheme for the accounting period.

In 2019/20 the Council paid £89k to NHS Pensions in respect of employee's retirement benefits, representing 14.4% of pensionable pay. The figures for 2018/19 were £100k and 14.3%.

7 Defined Benefit Pension Schemes

Participation in pension schemes

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

The Council participates in the Local Government Pension Scheme (LGPS), administered by Cambridgeshire County

Council. This is a funded defined benefit final salary scheme. The Council and employees pay contributions into a fund, calculated at a level intended to balance the pension's liabilities with investment assets. Employee contribution rates are tiered according to an employee's pay band. Discretionary post-retirement benefits on early retirement are an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. There are no fund assets built up to meet these pension liabilities.

Transactions Relating to Post-Employment Benefits

The Council recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge the Council is required to make against council tax is based on the cash payable in the year, so the real cost of post-employment / retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement.

The following table outlines the transactions that have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year.

2018/19 £000	**Comprehensive Income & Expenditure Statement**	**2019/20 £000**
	Cost of Services:	
20,888	Current service cost	25,170
1,390	Past service cost	112
(649)	Effect of settlements	(2,930)
	Financing & Investment Income & Expenditure	
(12,334)	Interest Income on Scheme Assets	(11,678)
19,756	Interest Cost on Defined Benefit Obligation	19,750
29,051	**Total post-employment benefit charged to the Deficit on the Provision of Services**	**30,424**
	Other employment benefit charged to the CIES	
(17,707)	Return on plan assets (excluding the amount included in the net interest expense)	35,450
-	Actuarial gains and losses arising on changes in demographic assumptions	(16,886)
62,946	Actuarial gains and losses arising on changes in financial assumptions	(64,313)
816	Other Experience	(81,170)
1	Adjustment to actuarial estimate contribution	(69)
46,056	Total Remeasurements Recognised in CIES	(126,988)
75,107	**Total post-employment benefit charged to the CIES**	**(96,564)**
	Movement in Reserves Statement	
(75,107)	Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	96,564
	Actual amount charged against the General Fund Balance for pensions in the year:	
14,410	Employer's contributions payable to scheme	13,983
(60,697)	**Total Movement in Reserves Statement**	**110,547**

31 March 2019 £000	Pensions Assets and Liabilities Recognised in the Balance Sheet	31 March 2020 £000
487,223	Fair Value of Employer Assets	460,698
(796,685)	Present Value of Funded Liabilities	(662,350)
(22,573)	Present Value of Unfunded Liabilities	(19,836)
(332,035)	Total net liability	**(221,488)**

The liabilities show the underlying commitments that the Council has in the long run to pay post-employment (retirement) benefits. The total liability of £221m has a substantial impact on the net worth of the Council as recorded in the Balance Sheet, see Note 15, page 47. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy.

31 March 2019 £000	Reconciliation of the Fair Value of the Scheme Assets	31 March 2020 £000
456,983	Opening fair value of Scheme Assets	487,223
12,334	Interest Income	11,678
17,707	Return on plan assets, excluding the amount included in the net interest expense	(35,450)
(189)	Effect of Settlements	(1,840)
14,410	Contributions from Employer	13,983
(1)	Adjustment for Actuarial estimated Employer Contributions	69
3,559	Contributions from Employees	3,539
(17,580)	Benefits Paid	(18,504)
487,223	Closing Fair Value of Scheme Assets	**460,698**

The deficit on the local government scheme will be made good by contributions over the remaining working life of employees (i.e. before payments fall due), as assessed by the scheme actuary.

31 March 2019 £000	Reconciliation of Present Value of Scheme Liabilities (defined benefit obligation)	31 March 2020 £000
728,321	Opening Liability at 1 April	819,258
20,888	Current Service Cost	25,170
19,756	Interest Cost	19,750
3,559	Contributions from Scheme Participants	3,539
62,946	Actuarial gains/losses arising from changes in financial assumptions	(64,313)
-	Actuarial gains/losses arising from changes in demographic assumptions	(16,886)
816	Other experience	(81,170)
(838)	Liabilities Extinguished on Settlements	(4,770)
1,390	Past Service Costs including curtailments	112
(17,580)	Benefits Paid	(18,504)
819,258	**Closing Liability at 31 March**	**682,186**

In line with the Accounting Standard, the 'Other experience' liability item in the table above is identified separately in the Pensions Note however the asset 'experience' item is included in the re-measurement 'return on assets' item shown in the Other Comprehensive Income. In non-valuation years, the 'return on assets' item reflects the difference between actual returns over the year and the expected return (recognised in the Profit and Loss as the interest income on assets). The 2019/20 'excess return on assets' may appear unusual but this is due to the inclusion of any asset re-measurement experience from the 2019 formal actuarial valuations 'step change'.

The following table details the composition of the Scheme Assets into classes that distinguish the nature and risks of those assets. All of the assets have quoted prices in active markets apart from the asset categories Private Equity, Investment Funds and Unit Trusts.

31 March 2019 £000	Local Government Pension Scheme Assets comprised	31 March 2020 £000
	Equity Securities	
14,720	Consumer	-
8,769	Manufacturing	-
10,232	Energy and Utilities	-
18,315	Financial Institutions	-
2,948	Health and Care	-
2,592	Information Technology	-
57,576	Sub-total equity	-
12,086	**Debt Securities – Government Bonds**	20,537
-	**Real Estate**	31,427
36,890	**Private Equity**	32,849
	Investment Funds and Unit Trusts	
272,938	Equities	302,928
45,277	Bonds	31,522
20,279	Infrastructure	35,511
36,143	Other	70
374,637	Sub-total Investment Funds and Unit Trusts	370,031
6,034	**Cash and Cash Equivalents**	5,854
487,223	**Total Assets**	**460,698**

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 Local Government Pension Scheme liabilities have been assessed by Hymans Robertson, the independent actuaries to the Cambridgeshire County Council Pension Fund. The assessment was based on the latest full valuation of the scheme as at the 31 March 2019.

The valuations take into account the implications of the McCloud judgement regarding public sector pensions. In 2015 the government introduced reforms to public sector pensions which revised the pension terms. In December 2018, the Court of Appeal ruled that the 'transitional protection' offered to some members of the judges and fire fighters' schemes as part of the reforms amounted to unlawful discrimination and therefore the changes have now been accounted for in 2019/20 Actuarial Report.

The significant assumptions used by the actuary are shown in the following table.

31 March 2019	Mortality Assumptions	31 March 2020
	Longevity at 65 for Current Pensioners:	
22.4	Men (years)	22.0
24.4	Women (years)	24.0
	Longevity at 65 for Future Pensioners:	
24.0	Men (years)	22.7
26.3	Women (years)	25.5
	Financial Assumptions	
3.4%	Rate of inflation	2.7%
2.5%	Rate of increase in pensions	1.9%
2.8%	Rate of increase in salaries	2.4%
2.4%	Rate for discounting scheme liabilities	2.3%
25.0%	Take-up of option to convert annual pension into retirement lump sum-pre April 2008 service	25.0%
63.0%	Take-up of option to convert annual pension into retirement lump sum-post April 2008 service	64.0%

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The impact of those assumptions are shown in Note 43.

Impact on the Council's Cash Flows

The Council's contribution to the fund is independently determined by the fund actuary. The actuary undertook the triennial valuation of the fund during 2019, and their recommendations have been implemented from April 2020. The actuary has recommended a combination of a stable employer contribution percentage at 17.4% along with a cash lump sum into the fund of £1.9m for the current and following two years. The Council anticipates to pay £12.7m expected contributions to the scheme in 2020/21 in addition to the lump sum cash payment. This helps maintain contributions as payrolls decline. These contributions are provided for in the Council's Medium Term Financial Strategy (MTFS). Future contributions will depend on demographic factors, investment returns, and changes in the legislation which governs the scheme. The actuary will be carrying out the next triennial valuation of the fund during 2022 the results of which will be implemented in 2023/24 financial year.

8 Officers' Remuneration

The number of employees whose remuneration was £50,000 or more in bands of £5,000 is shown in the following table. The table includes the Senior Employees who are also disclosed in the following pages.

The disclosure is based on gross pay rather than taxable pay i.e. before employee contributions to pension funds. The bands include those employees who have received remuneration and lump sum payments during the year, but not any associated pension strain. This makes comparison between years difficult, but data showing the termination and exit packages is detailed in Note 5.

The Council shares a number of posts with Cambridgeshire County Council (CCC), see Note 12. Where the Council holds the employment contract for these staff they are treated as Peterborough City Council employees for the purposes of this note and costs are shown in full. Where CCC holds the employment contract they are not included in this note.

The Council acted as employer for 29 staff working for Cambridgeshire and Peterborough Combined Authority (CPCA) for April 2019 only, as they transferred to sole CPCA employment on 1 May 2019. The cost of these employees are charged to CPCA in full. Further information can be found at https://cambridgeshirepeterborough-ca.gov.uk/.

The Council has a Pay Policy Statement approved by Council for each financial year setting out the policies relating to the remuneration of its chief officer, the remuneration of its lowest paid employees and the relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers. The Pay Policy Statement for 2019/20 was approved on 6 March 2019.

2018/19 No. of Employees					**2019/20 No. of Employees**			
Non Schls	*Schls*	*CPCA*	*Total*	**Remuneration Band**	**Non Schls**	**Schls**	**CPCA**	**Total**
29	*25*	*-*	*54*	£50,000 - £54,999	46	34	-	**80**
17	*16*	*1*	*34*	£55,000 - £59,999	23	13	-	**36**
10	*15*	*1*	*26*	£60,000 - £64,999	15	14	-	**29**
10	*7*	*2*	*19*	£65,000 - £69,999	10	9	-	**19**
8	*10*	*-*	*18*	£70,000 - £74,999	3	12	-	**15**
3	*4*	*3*	*10*	£75,000 - £79,999	10	2	-	**12**
5	*4*	*1*	*10*	£80,000 - £84,999	4	2	-	**6**
4	*2*	*-*	*6*	£85,000 - £89,999	3	3	-	**6**
1	*2*	*-*	*3*	£90,000 - £94,999	2	2	-	**4**
-	*2*	*-*	*2*	£95,000 - £99,999	-	1	-	**1**
1	*-*	*-*	*1*	£100,000 - £104,999	1	4	-	**5**
1	*2*	*1*	*4*	£105,000 - £109,999	2	-	-	**2**
-	*1*	*-*	*1*	£110,000 - £114,999	-	1	-	**1**
3	*-*	*-*	*3*	£120,000 - £124,999	1	-	-	**1**
-	*-*	*-*	*-*	£125,000 - £129,999	2	-	-	**2**
-	*1*	*-*	*1*	£130,000 - £134,999	-	1	-	**1**
1	*-*	*1*	*2*	£140,000 - £144,999	-	-	-	**-**
1	*-*	*-*	*1*	£145,000 - £149,999	1	-	-	**1**
-	*-*	*-*	*-*	£150,000 - £154,999	-	1	-	**1**
1	*-*	*-*	*1*	£170,000 - £174,999	-	-	-	**-**
-	*-*	*-*	*-*	£175,000 - £179,999	1	-	-	**1**
-	*-*	*1*	*1*	£195,000 - £199,999	-	-	-	**-**
1	*-*	*-*	*1*	£220,000 - £224,999	-	-	-	**-**
96	*91*	*11*	*198*	**Total**	**124**	**99**	-	**223**

Senior Employees Remuneration

The table shows the remuneration paid to the Council's senior employees, the salary reflecting the actual amounts paid in the period and includes fees, allowances and basic arrears. There were no Bonuses or Benefits in Kind payable during 2019/20 or 2018/19.

Post Holder	Year	PCC Salary Cost[1]	Election duties[2]	Total Remuneration (exc. Pension contributions)	Pension Contributions (employers)[3]	Total Remuneration (inc. Pension contributions)	Actual Final Cost to PCC[1]
Chief Executive	2019/20	£85,798	£6,900	£178,497	£29,013	£207,509	**£107,205**
G Beasley *see Note A*	*2018/19*	*£86,799**	*£373*	*£173,971*	*£29,376*	*£203,346*	*£101,860*
Corporate Director: People & Communities	2019/20	£74,027	£1,710	£149,764	-	£149,764	**£75,737**
see Note A	*2018/19*	*£72,576*	*£350*	*£145,502*	*£6,262*	*£151,764*	*£76,057*
Acting Corporate Director: Resources	2019/20	£123,966	£1,960	£125,926	£21,570	£147,496	**£147,496**
From 30 March 2018 *see Note B*	*2018/19*	*£121,535**	*£200*	*£121,735*	*£21,147*	*£142,882*	*£142,882*
Assistant Director of HR and Development	2019/20	£82,649	£3,372	£86,021	£14,381	£100,402	£100,402
see Note C	*2018/19*	*£81,029*	*£1,145*	*£82,174*	*£14,099*	*£96,273*	*£96,273*

1. Salary is the full amount paid by the Council and includes the costs related to Shared Senior Officer arrangements with other organisations – see following page for details. The actual final cost to PCC is shown in the final column following recharges to Cambridgeshire County Council.
2. Payment for election duties depend on the elections overseen in the year. During 2018/19 there was a local by-election, during 2019/20 there were local elections, a general election, a by-election and the European Election. The General Election costs are funded by the Electoral Commission.
3. The Pension Contributions column reflects the employer's contribution only. Each employee makes their own contributions directly to the Pension Fund.

*Includes Basic Salary Arrears

Notes to the Senior Employees Remuneration table

A – The costs of the Chief Executive and Corporate Director: People & Communities are shared with Cambridgeshire County Council (CCC) under a S113 Agreement. As they are employed by the Council costs are shown in full in the table, and 50% of the cost is recharged to CCC.

A similar arrangement is in place for the Director of Public Health, Director of Governance, Executive Director of Place & Economy, Director of Customer & Digital Services and Director of Business Improvement & Development but as these posts are employed by CCC they are shown in the table overleaf.

B – The Corporate Director Resources: From 30 March 2018 the post is being covered by an internal acting up arrangement.

C - The Assistant Director of HR and Development is disclosed in the table from 1 July 2017 in accordance with the Accounts and Audit Regulations 2015 as they report directly to the Chief Executive from this date.

The following table shows the costs of the Directors who are employed and shared with CCC.

Post Holder	Year	Total PCC Recharged Costs
Director of Public Health	2019/20	£63,459
	2018/19	*£52,632*
Director of Governance	2019/20	£66,763
	From 01/11/18	*£61,250*
Executive Director of Place & Economy	2019/20	£79,617
Director of Customer & Digital Services	2019/20	£75,382
	From 01/01/2019	*£16,250*
Director of Business Improvement & Development	2019/20	£82,314
	From 01/01/2019	*£19,625*

9 Comprehensive Income and Expenditure Statement – Other Operating Income and Expenditure

2018/19 *£000*	**Other Operating Income & Expenditure**	**2019/20** **£000**
586	Parish Council Precepts	672
627	Drainage & Flood Levies	648
-	Integrated Transport Authority Levy (Note 12)	3,631
2	Payments to the Government Housing Capital Receipts Pool (Note 15)	-
3,244	Net (Gains) / Losses on Disposal of Non-Current Assets	2,976
(1,220)	Gains on Former Right To Buy Assets	(1,168)
3,239	**Total**	**6,759**

10 Comprehensive Income and Expenditure Statement – Financing and Investment Income and Expenditure

2018/19 *£000*	**Financing & Investment Income & Expenditure**	**2019/20** **£000**
17,704	Interest Payable & Similar Charges (Note 27)	18,495
(1,991)	Interest Receivable & Similar Income (Note 27)	(1,498)
(201)	Other Investment Income	(478)
7,422	Pension Interest Cost & Expected Return on Pension Assets (Note 7)	8,072
(1,099)	(Gains) / Losses on Trading Operations	(658)
(1,088)	(Gains) / Losses in Fair Value of Investment Properties (Note 18)	1,122
1,035	Impairment and Derecognition of Current Assets and Long Term Debtors	488
75,081	De-recognition of Subsidiary Assets	5,022
96,863	**Total**	**30,565**

De-recognition of Subsidiary Assets represents the net assets removed from the Council's balance sheet as a result of schools transferring to Academy status.

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11 Comprehensive Income & Expenditure Statement – Taxation and Non Specific Grant Income

2018/19	Taxation & Non-Specific Grant Income	2019/20
£000		**£000**
	Taxation Income	
(74,599)	Council Tax Income	(78,415)
272	NDR Levy Payment	404
2,370	NDR Tariff Payment	2,424
(45,454)	NDR Income	(48,188)
(117,411)	**Total Taxation Income**	**(123,775)**
	Non-Specific Government Grants	
(15,056)	Revenue Support Grant	(10,246)
(5,153)	New Homes Bonus	(4,713)
(4,234)	Section 31 Grant	(10,265)
(24,443)	**Total Non-Specific Government Grants**	**(25,224)**
(21,647)	Capital Grants & Contributions (Note 24)	(26,974)
(163,501)	**Total Income**	**(175,973)**

12 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 the readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

The disclosures do not include transactions with related parties that the Council has no discretion over such as council tax and rates payments, the award of benefits and Nursery Education Funding payments whose terms apply commonly across the local population and for which the related party would have a duty or entitlement if the relationship did not exist.

Central Government

The UK Government has significant influence over the general operations of the Council, it is responsible for providing the statutory framework, within which the Council operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. council tax bills, housing benefits). Grants received from government departments are set out in the table of Expenditure and Income Analysed by Nature in Note 14.

Members

The current Register of Members' Interest is open to public inspection at the Town Hall during office hours (2019/20 Register of Members Interests is also available) and the details of Members Interests are disclosed in the Council area by Member on the Council's website.

Of the 60 Councillors three declarations of related party interests was not received by 15 May 2020.

Members of the Council have direct control over the Council's financial and operating policies. The total members' allowances paid in 2019/20 is shown in Note 4.

Members have been consulted over potential related parties and three Councillors are board members or trustees of companies or charities that have related party transactions with the Council in the last financial year, which although not material to the Council are considered material to the organisation providing the services. These are normal business transactions and the

Councillors have not been involved in the decision to award the contracts.

- Cllr M Nadeem is Director of Nadeem Construction Ltd which the Council paid £57k under a contract for Care & Repair services.
- Cllr G Casey is a Trustee of Family Voice Peterborough which the Council paid £133k for services during 2019/20.
- Cllr J Goodwin is a partner of Worldwide Training Partnership which the Council paid £33k for services during 2019/20.

Members and officers are appointed by the council as representatives to various local and national bodies where related party transactions routinely arise. The complete List of Outside Bodies is in the Council area of the Council's website (http://democracy.peterborough.gov.uk/mgListOutsideBodiesByCategory.aspx?bcr=1) and is also available for public inspection at the Town Hall during office hours. The only significant transactions that have taken place with these bodies during 2019/20 which are not disclosed elsewhere are with Vivacity.

Vivacity

Vivacity is an independent, not-for-profit organisation with charitable status which since 1 May 2010 manages many of Peterborough's culture and leisure facilities on behalf of the Council through a Funding and Management Agreement. During 2019/20 the Council spent £2,593k on services with Vivacity (2018/19 £2,360k) and received £1,333k from Vivacity for services (2018/19 £1,281k).

Other Public Bodies (subject to common control by central government)

As part of its normal business operations the Council has relationships with other local authorities, these include the provision of:

- Legal services to Rutland County Council and Fenland District Council
- Regulatory services to Rutland County Council
- Planning policy services to Fenland District Council, North Kesteven District Council and East Cambridgeshire District Council
- Neighbourhood planning service to North Kesteven District Council, East Cambridgeshire District Council and to December 2019 South Kesteven District Council
- Health and safety services to Rutland County Council up to November 2019
- CCTV services to Fenland District Council from January 2020
- S106 Viability Service to Fenland District Council and to December 2019 a Planning Development Management service

The Council also has the joint school broadband regional consortia E2BN with other East of England Authorities.

These initiatives are designed to produce cost savings for the Council, but are not individually of a material nature, except to the arrangements with Cambridgeshire County Council and Cambridgeshire and Peterborough Combined Authority (as follows).

Cambridgeshire County Council

The Council shares its Chief Executive, other senior staff and a range of services with Cambridgeshire County Council (CCC) to generate savings for the mutual benefit of both councils. Services shared include Public Health and Social Care Commissioning, Children and Adult Social Care management structures and Regulatory Services. During 2019/20 the Council paid £8,068k to CCC (2018/19 £3,019k) and received £3,095k from CCC (2018/19 £3,319k).

Cambridgeshire and Peterborough Combined Authority

Cambridgeshire and Peterborough Combined Authority (CPCA) came into existence 3 March 2017 and from 1 April 2018 it incorporated a new Business Board which took on the functions of the Local Enterprise Partnership. The CPCA is the Local Transport Authority and regulations came into force in October 2018 enabling the CPCA to levy the Council for the cost of delivering transport functions. During 2019/20 the services were delivered through both Cambridgeshire County and Peterborough City Councils and the levy charged was equal to the budgeted cost for these services. The Council has been providing a range of services to support CPCA. These include Legal, Insurance, Internal Audit, Treasury Management, Finance Systems, Accountancy, and HR & Payroll. As part of the HR & Payroll SLA during 2018/19 the Council acted as employer for 38 CPCA staff. These staff transferred to sole CPCA employment from 1 May 2019. During 2019/20 the Council received £3,234k from CPCA for services provided, costs incurred and grants (£3,592k 2018/19).

Entities Controlled or Significantly Influenced by the Council

The Council is the sole trustee for the charity Peterborough Museum and Art Gallery. The charity is responsible for the provision and maintenance of a Museum and Art Gallery for the City of Peterborough and neighbourhood: for the preservation and exhibition of specimens of natural history, geology, archaeology, social history and the fine arts and as a centre for promoting artistic and general knowledge, and providing access to collections for the purpose of knowledge, education, research and learning. From 1 May 2010 the delivery and operation of cultural services, including Peterborough Museum and Art Gallery, were transferred to Vivacity. However, the Council remains sole Trustee for the Peterborough Museum and Art Gallery Charity.

The Mayor of Peterborough’s Charity Fund is registered with the Charity Commission as an unincorporated association. The charity has a long established tradition involving the Mayor and Mayor’s charity committee in organising and participating in a wide range of fundraising events during the Mayoral year. The proceeds are gifted to a charity or charities of the Mayor’s choice. In 2019/20 the amount raised was £7k (2018/19 £17k).

Where the Council has substantial interest in companies and relevant transactions and balances, these are detailed in Note 13.

13 Interest in Companies and Partnerships

The Council has interests in a number of subsidiaries and Joint Ventures. Summary financial information of these companies and related party transactions with the Council disclosed in the following text.

Opportunity Peterborough Limited

Opportunity Peterborough Limited is a wholly owned subsidiary of Peterborough City Council. The company exists to "assist, promote, encourage, develop and secure the regeneration in the social, physical, economic environment of the area of Peterborough".

The net assets of the company are £253k (2018/19 £199k) and it made a profit in year of £52k (2018/19 £53k) The Council made a funding contribution to the company of £140k (2018/19 £190k).

Blue Sky Peterborough Limited

Blue Sky Peterborough Limited is a wholly owned subsidiary of Peterborough City Council. The company was incorporated on 21 September 2011, and exists to "deliver renewable energy solutions and energy efficiency for Peterborough City Council".

The company is limited by shares, and the share capital of the company is £1. As at 31 March 2020 there have been no transactions through the company.

Peterborough Investment Partnership LLP (PIP)

Peterborough Investment Partnership LLP is a limited liability partnership and the members are Peterborough City Council and Peterborough Partnership PCC Ltd. The Partnership is 50:50 controlled by the Council and Peterborough Partnership PCC Ltd and was incorporated on 24 December 2014. The Partnership exists to secure regeneration of key city centre sites with capital market investors.

The net assets of the Partnership at 31 March 2020 are £1,225k (£1,894k in 2018/19) and the Partnership made a net loss in year of £269k (net profit in 2018/19 of £129k). During 2019/20 and 2018/19 the Council made no payments to the Partnership and received £339k in 2019/20 for services and profit distribution (2018/19 £511k).

Empower Community Interest Company (CIC)

The members of Empower Peterborough Community Interest Company are Empower Community Management LLP and Peterborough City Council. The company is 50:50 controlled by the Council and Empower Community Management LLP and was incorporated on the 21 July 2015. The company was incorporated as part of the strategic partnership to deliver solar panel on residential properties and it acts as an agent to ECS Peterborough 1 LLP with the responsibility of marketing the solar panel programme. As it is a Community Interest Company a percentage of the money generated is shared equally between a Local Community Fund and the Council.

The net assets of the company are £11k (2018/19 £13k) and it made a loss in year of £2k (2018/19 loss of £2k)

NPS Peterborough Ltd

NPS Peterborough Ltd is 50:50 Joint Venture controlled by the Council and NPS Property Consultants Ltd, with NPS Property Consultants Ltd holding 8 A shares and the Council holding 2 B shares. It was incorporated on the 8 July 2016. NPS Peterborough Ltd was set up as an in-house company into which the property services of the Council were transferred. The work transferred included estate management, arrangement of asset acquisition, disposals and rent collection for the Council.

The net assets of the company are £420k (2018/19 £222k) and it made a profit in year of £198k (2018/19 profit of £98k). During the year the Council spent £2,277k on services with the company (2018/19 £2,168k) and received £214k for services (2018/19 £79k).

Medesham Homes LLP

Medesham Homes LLP is a limited liability partnership and the members are CKH Developments Limited (A member), Medesham Limited (B member) and Peterborough City Council (A member). The partnership is controlled 50:50 by the A members, CKH Developments Limited and Peterborough City Council, and was incorporated on the 25 November 2016. The partnership was incorporated with the objectives to deliver affordable rented housing, and to investigate further opportunities for starter homes, shared equity, market sale, private rented, student accommodation and housing solutions for vulnerable groups.

The net assets of the partnership are £162k (2018/19 £95k) and it made a profit of £67k (2018/19 loss of £78k). During 2019/20 the Council made a capital grants totalling £7,739k to Medesham Homes LLP for the provision of homes for affordable rent (2018/19 £5,572) and received £420k for the purchase of property.

Medesham Limited

Medesham Limited was incorporated with the purpose of holding interests in corporate entities; in relation to or as subsidiaries of Medesham Homes LLP. CKH Developments Ltd holds one B share of £1 and Peterborough City Council holds one A share of £1 with both shares ranking equally.

Peterborough Limited

Peterborough Limited is a wholly owned subsidiary of Peterborough City Council trading under the name Aragon Direct Services. It was incorporated on the 31 July 2018. The company is a Local Authority Trading Company (LATCo) and has been set up as a Teckal company, which means that at least 80% of its income will come from the Council. The company is limited by shares, and the share capital of the company is £1.

Peterborough Ltd has been consolidated into the Group Accounts of the Council, please see page 93 for further details.

14 Expenditure and Funding Analysis and Subjective Analyses

The objective of the Expenditure and Funding Analysis is to demonstrate to council tax payers how the funding available to the Council (ie government grants, council tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by the Council in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes between the Council's directorates. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement. In the following tables the 2018/19 figures have been restated to take account of changes in organisation structure during 2019/20.

2018/19					**2019/20**		
Expenditure Chargeable to the General Fund	*Adjustments between the Funding and Accounting Basis (Note 15)*	*Net Expenditure in the CIES*	**Expenditure and Funding Analysis (EFA)**	**Notes** (From Page 23)	**Expenditure Chargeable to the General Fund**	**Adjustments between the Funding and Accounting Basis (Note 15)**	**Net Expenditure in the CIES**
£000	*£000*	*£000*			**£000**	**£000**	**£000**
737	*60*	*797*	Business Improvement		977	82	1,059
1,380	*119*	*1,499*	Chief Executives		1,584	182	1,766
6,877	*(152)*	*6,725*	Customer & Digital Services		7,878	(32)	7,846
4,346	*212*	*4,558*	Governance	4	4,393	335	4,728
80,120	*25,349*	*105,469*	People & Communities	1, 2, 6	77,185	22,564	99,749
23,330	*19,871*	*43,201*	Place & Economy		20,489	19,995	40,484
(61)	*33*	*(28)*	Public Health	6	241	48	289
31,948	*(8,148)*	*23,800*	Resources	3	44,551	(19,141)	25,410
148,677	*37,344*	*186,021*	**Cost of Services**		**157,298**	**24,033**	**181,331**
(142,810)	*79,411*	*(63,399)*	Other Income & Expenditure	9,10, 11	(152,439)	13,791	(138,648)
5,867	*116,755*	*122,622*	**(Surplus) / Deficit on Provision of Services**		**4,859**	**37,824**	**42,683**
(46,458)			Opening General Fund Balance	15	(40,591)		
5,867			Less/Plus (Surplus) or Deficit on General Fund Balance in Year		4,859		
(40,591)			**Closing General Fund Balance***	15	**(35,732)**		

** This balance represents three usable reserves, the General Fund Balance, School's Balances and Specific Earmarked Reserves, see Note 15 for more detailed information.*

2018/19					2019/20			
Adjustments for Capital Purposes [1]	*Net change for the Pensions Adjustments [2]*	*Other Differences [3]*	*Total Adjustments*	**Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement (CIES) amounts**	**Adjustments for Capital Purposes [1]**	**Net change for the Pensions Adjustments [2]**	**Other Differences [3]**	**Total Adjustments**
£000	*£000*	*£000*	*£000*		**£000**	**£000**	**£000**	**£000**
-	*59*	*1*	*60*	Business Improvement	-	82	-	82
-	*117*	*2*	*119*	Chief Executives	-	183	(1)	182
(202)	*66*	*(16)*	*(152)*	Customer & Digital Services	(140)	123	(15)	(32)
16	*193*	*3*	*212*	Governance	-	332	3	335
24,209	*5,715*	*(4,576)*	*25,348*	People & Communities	12,741	9,050	921	22,712
19,060	*462*	*349*	*19,871*	Place & Economy	20,089	704	(947)	19,846
-	*32*	*1*	*33*	Public Health	-	47	1	48
82,894	*574*	*(91,615)*	*(8,147)*	Resources	11,737	(2,154)	(28,724)	(19,141)
125,977	*7,218*	*(95,851)*	*37,344*	**Cost of Services**	**44,427**	**8,367**	**(28,762)**	**24,032**
(23,952)	*7,422*	*95,941*	*79,411*	Other income and expenditure from the EFA	(21,454)	8,074	27,172	13,792
102,025	*14,640*	*90*	*116,755*	**Difference between General Fund (Surplus) or Deficit and CIES (Surplus) or Deficit on the Provision of Services**	**22,973**	**16,441**	**(1,590)**	**37,824**

[1] Adjustments for capital purposes – this column adds in depreciation and impairment and revaluation gains and losses in the services line and deducts the statutory charges for capital financing ie Minimum Revenue Provision and other revenue contributions as these are not chargeable under generally accepted accounting practices, and for:

- *Other Operating Income & Expenditure – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.*
- *Financing and Investment Income and Expenditure – the gains and losses in Fair Value of Investment Properties are added in.*
- *Taxation and Non-Specific Grant Income and Expenditure – capital grants are adjusted for income not chargeable under generally accepted accounting practices. The Taxation and Non-Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year.*

[2] Net change for the removal of pension contributions and the addition of IAS 19 Employee Benefits pension related expenditure and income:

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

[3] Other differences between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable/receivable to be recognised under statute:

- *For Financing and Investment Income and Expenditure the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts*
- *The charge under Taxation and Non-Specific Grant Income and Expenditure represents the difference between what is chargeable under statutory regulations for Council Tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.*

A number of items which are reported against services in the management accounts but are shown as Other Income and Expenditure in the CIES are adjusted including the Net Gain / (Losses) on Disposal of Non-Current Assets, De-recognition of Subsidiary Assets, Interest Payments and Traded Services.

2018/19 Revenues from External Customers	2018/19 Interest Revenue	2018/19 Interest Expense	Segmental analysis of certain Items of Income and Expenditure shown net in the EFA	2019/20 Revenues from External Customers	2019/20 Interest Revenue	2019/20 Interest Expense
£000	£000	£000		**£000**	**£000**	**£000**
(76)	-	-	Business Improvement	(15)	0	0
(435)	-	-	Chief Executives	(294)	0	0
(907)	-	16	Customer & Digital Services	(849)	0	14
(894)	-	-	Governance	(952)	0	0
(56,216)	(6)	248	People & Communities	(50,093)	(11)	327
(13,870)	(1)	621	Place & Economy	(14,459)	9	1
(202)	-	-	Public Health	(380)	0	0
(16,455)	(1,985)	16,819	Resources	(13,622)	(1,496)	18,153
(89,055)	(1,992)	17,704	**Total in Cost of Services**	**(80,664)**	**(1,498)**	**18,495**

2018/19	Expenditure & Income Analysed by Nature	2019/20
£000	**Expenditure**	**£000**
130,991	Employee Expenses	126,489
13,237	Employee Expenses (Voluntary Aided and Foundation Schools) [1]	12,866
412,199	Other Service Expenses	309,779
29,450	Depreciation, Amortisation & Impairment	30,063
17,704	Interest Payments (Note 10)	18,495
-	Loss in Fair Value of Investment Properties	1,123
1,213	Precepts & Levies (Note 9)	4,951
2	Payments to Housing Capital Receipts Pool	-
604,796	Total Expenditure	503,766
	Income	
(89,055)	Fees, Charges & Other Service Income	(80,664)
(9,661)	Capital Receipts (Note 15)	(1,991)
(1,088)	Gain in Fair Value of Investment Properties	-
(2,192)	Interest & Investment Income (Note 27)	(1,976)
(74,599)	Income from Council Tax (Note 11)	(78,415)
(45,454)	NDR Income (Note 11)	(48,188)
(260,125)	Government Grants & Other Contributions	(249,849)
(482,174)	Total Income	(461,083)
122,622	**Deficit / (Surplus) on the Provision of**	**42,683**

[1] Following the reporting requirements stipulated by the Code on accounting for schools, the Council's Statement of Accounts includes an analysis of the income and expenditure of the Council's maintained schools as if it were the expenditure of the Council. However Voluntary Aided and Foundation schools employees are not in fact employees of the Council, so they are shown separately in this note.

15 Movement in Reserves Statement – Adjustments between Accounting Basis and Funding Basis under Regulations

This note details the adjustments that are made to the total Comprehensive Income and Expenditure Statement (CIES) 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.

- General Fund Balance - is the statutory fund into which all the receipts of the Council are required to paid in, and out of which all liabilities of the Council are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Council is required to recover) at the end of the financial year.
- Capital Receipts Reserve – holds the proceeds from the disposal of land or other assets and repayment of loans and continues to be restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure.
- Capital Grants Unapplied Account – holds the grants and contributions received towards capital projects for which the Council has met the conditions that would otherwise require repayment of the monies but which have yet to be applied to meet expenditure. The balance is not restricted by grant terms as to the capital expenditure against which it can be applied and / or the financial year in which this can take place.

Usable Reserves are those reserves that can be applied to fund expenditure or reduce local taxation, however the Council is restricted in the use of these as the schools balances are held by schools and can only be spent by schools. The Capital Grants Unapplied Account can only be used to finance the Capital Programme and the General Fund is used by the Council to maintain a prudent level of reserves.

Unusable Reserves are those reserves that absorb the timing differences arising from different accounting arrangements.

Adjustments between Accounting Basis and Funding Basis under Regulations 2019/20	Usable Reserves General Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Unusable Reserves
Adjustments involving the Capital Adjustment Account:	**£000**	**£000**	**£000**	**£000**
Reversal of items debited or credited to the CIES:				
Depreciation & impairment of non-current assets	(26,785)	-	-	26,785
Revaluation losses on Property Plant and Equipment	(1,505)	-	-	1,505
Movements in the fair value of Investment Properties	(1,122)	-	-	1,122
Amortisation of intangible assets	(3,278)	-	-	3,278
Capital grants and contributions	35,453	-	-	(35,453)
Revenue expenditure funded from capital under statute	(24,529)	-	-	24,529
Impairment of Financial Asset (Loans)	-			-
Amounts of non-current assets written off on disposal or sale as part of the gain / loss on disposal to the CIES	(9,737)			9,737
Insertion of items not debited or credited to the CIES:				
Statutory provision for the financing of capital investment	5,918	-	-	(5,918)
Adjustments primarily involving the Capital Grants Unapplied Account:				
Capital grants & contributions unapplied from the CIES	620	-	(620)	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	772	(772)
Adjustments involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the gain / loss on disposal to the CIES	1,991	(1,991)	-	-
Redemption of Financial Assets (Loans)	-	-	-	-
Use of the reserve to finance capital expenditure	-	-	-	-
Capital Receipts used for the repayment of loans	-	10,874	-	(10,874)
Contribution from the reserve to finance the payments to the Government capital receipts pool.	-	-	-	-
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	-	(1,220)	-	1,220
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 & Expenditure Account	-	-	-	-
Adjustments involving the Financial Instruments Adjustment Account:				
Amounts by which finance costs charged to the CIES are different from finance costs chargeable in the year in accordance with statutory requirements.	10	-	-	(10)
Adjustments involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the CIES	(30,424)	-	-	30,424
Employer's pensions contributions & direct payments to pensioners payable in the year	13,983	-	-	(13,983)
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the CIES is different from council tax income calculated for the year in accordance with statutory requirements	166	-	-	(166)
Amount by which NDR income credited to the CIES is different from NDR income calculated for the year in accordance with statutory requirements	1,956	-	-	(1,956)
Adjustment involving the Accumulating Compensated Absences Adjustment Account:				
Adjustments for short-term compensated absences	(544)	-	-	544
Total Adjustments	**(37,827)**	**7,663**	**152**	**30,012**

Adjustments between Accounting Basis and Funding Basis under Regulations 2018/19	Usable Reserves: General Fund Balance	Usable Reserves: Capital Receipts Reserve	Usable Reserves: Capital Grants Unapplied	Movement in Unusable Reserves
	£000	£000	£000	£000
Adjustments involving the Capital Adjustment Account:				
<u>Reversal of items debited or credited to the CIES:</u>				
Depreciation & impairment of non-current assets	(27,048)	-	-	27,048
Revaluation losses on Property Plant and Equipment	(17,989)	-	-	17,989
Movements in the fair value of Investment Properties	1,088	-	-	(1,088)
Amortisation of intangible assets	(2,402)	-	-	2,402
Capital grants and contributions	38,000	-	-	(38,000)
Capital contributions used for the repayment of loans	(20,502)	-	-	20,502
Impairment of Financial Assets (Loans)	(105)			105
Amounts of non-current assets written off on disposal or sale as part of the gain / loss on disposal to the CIES	(83,740)			83,740
<u>Insertion of items not debited or credited to the CIES:</u>				
Statutory provision for the financing of capital investment	226		-	(226)
Adjustments primarily involving the Capital Grants Unapplied Account:				
Capital grants & contributions unapplied from the CIES	789	-	(789)	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	895	(895)
Adjustments involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the gain / loss on disposal to the CIES	8,441	(8,441)	-	-
Redemption of Financial Assets (Loans)	-	(8,200)	-	8,200
Use of the reserve to finance capital expenditure	-	8,200	-	(8,200)
Capital Receipts used for the repayment of loans	-	11,189	-	(11,189)
Contribution from the reserve to finance the payments to the Government capital receipts pool.	(2)	2	-	-
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	-	(10,413)	-	10,413
Adjustments involving the Deferred Capital Receipts Reserve				
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the CIES	1,220	-	-	(1,220)
Adjustments involving the Financial Instruments Adjustment Account:				
Amounts by which finance costs charged to the CIES are different from finance costs chargeable in the year in accordance with statutory requirements.	(48)	-	-	48
Adjustments involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the CIES	(29,051)	-	-	29,051
Employer's pensions contributions & direct payments to pensioners payable in the year	14,410	-	-	(14,410)
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the CIES is different from council tax income calculated for the year in accordance with statutory requirements	(611)	-	-	611
Amount by which NDR income credited to the CIES is different from NDR income calculated for the year in accordance with statutory requirements	(345)	-	-	345
Adjustment involving the Accumulating Compensated Absences Adjustment Account:				
Adjustments for short-term compensated absences	914	-	-	(914)
Total Adjustments	(116,755)	(7,663)	106	124,312

- **Summary of Usable and Unusable Reserves**

The table below shows the movement on each reserve to give total balances as at 31 March for usable and unusable reserves.

1 April 2018 £000	*Movement £000*	*31 March 2019 £000*	**Summary of Usable and Unusable Reserves**	**1 April 2019 £000**	**Movement £000**	**31 March 2020 £000**
			Usable Reserves			
(6,000)	*-*	*(6,000)*	General Fund Balance	(6,000)	888	(5,112)
(5,559)	*2,185*	*(3,374)*	School's Balances	(3,374)	215	(3,159)
(34,899)	*3,682*	*(31,217)*	Specific Earmarked Reserves (Note 16)	(31,217)	3,753	(27,464)
-	*(7,663)*	*(7,663)*	Capital Receipts Reserve	(7,663)	7,663	-
(1,216)	*106*	*(1,110)*	Capital Grants Unapplied Account	(1,110)	152	(958)
(47,674)	*(1,690)*	*(49,364)*	**Total Usable Reserves**	**(49,364)**	**12,671**	**(36,693)**
			Unusable Reserves			
(152,296)	*19,559*	*(132,737)*	Revaluation Reserve	(132,737)	(13,359)	(146,096)
26,657	*75,258*	*101,915*	Capital Adjustment Account	101,915	6,715	108,630
(10,420)	*9,193*	*(1,227)*	Deferred Capital Receipts Reserve	(1,227)	1,220	(7)
387	*48*	*435*	Financial Instruments Adjustment Account	435	(10)	425
271,338	*60,697*	*332,035*	Pension Reserve	332,035	(110,547)	221,488
(1,483)	*956*	*(527)*	Collection Fund Adjustment Account	(527)	(2,122)	(2,649)
3,286	*(914)*	*2,372*	Accumulating Compensated Absences Adjustment Account	2,372	544	2,916
137,469	*164,797*	*302,266*	**Total Unusable Reserves**	**302,266**	**(117,559)**	**184,707**
89,795	*163,107*	*252,902*	**Total Usable and Unusable Reserves**	**252,902**	**(104,888)**	**148,014**

- **Revaluation Reserve**

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

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

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

2018/19 £000	**Revaluation Reserve:**	**2019/20 £000**
(152,296)	Balance at start of year	(132,737)
(18,071)	Upward revaluation of assets	(43,203)
12,500	Downward revaluation of assets & impairment losses not charged to the (Surplus) / Deficit on the Provision of services	22,622
2,801	Difference between fair value depreciation & historical cost depreciation	2,283
22,329	Release of revaluation gains on disposal	4,941
(132,737)	Balance at end of the year	**(146,094)**

- **Capital Adjustment Account**

  The CAA absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the CIES. The Account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction and enhancement. The Account contains accumulated gains and losses on Investment Properties.

2018/19 £000	**Capital Adjustment Account:**	**2019/20 £000**
26,657	Balance at start of year	101,915
27,048	Charges for depreciation & Impairment	26,785
17,989	Revaluation (gains) / losses on Property, Plant & Equipment	1,505
(1,088)	Movement in fair market value of Investment Properties	1,122
2,402	Amortisation of Intangible Assets	3,278
(38,000)	Capital Grants & Contributions that have been applied to Capital Financing	(35,453)
(895)	Application of Grants to Capital Financing from the Capital Grants Unapplied Account	(772)
20,502	Revenue Expenditure Funded from Capital under Statue (REFCUS)	18,965
-	Capital Direction	5,564
83,740	Amounts of non-current assets written off on disposal or sales as part of the Gains / Losses on Disposal in the CIES	9,737
105	Impairment of Empower Loan	-
8,200	Redemption of Financial Assets (Loans)	-
(8,200)	Transfer from Useable Capital Receipts	-
(11,189)	Use of Capital Receipts to Repay Loans	(10,874)
(226)	Revenue Provision for the Repayment of Loans	(5,918)
(2,801)	Depreciation & Impairment written down to Revaluation Reserve	(2,283)
(22,329)	Transfer of Revaluation Reserve on disposal	(4,941)
101,915	Balance at end of the year	**108,630**

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- **Deferred Capital Receipts Reserve**

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

2018/19 £000	Deferred Capital Receipts Reserve:	2019/20 £000
(10,420)	Balance at start of year	(1,227)
(1,220)	Transfer of Deferred Sale Proceeds Credited as part of the (Gains) / Losses on Disposals to the Comprehensive Income and Expenditure Statement	-
10,413	Transfer to the Capital Receipts Reserve upon receipt of cash	1,220
(1,227)	Balance at end of the year	**(7)**

- **Financial Instruments Adjustment Account**

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

2018/19 £000	Financial Instruments Adjustment Account:	2019/20 £000
387	Balance at start of year	435
48	Interest Paid on Short Term Loans	(10)
435	Balance at end of the year	**425**

- **Pensions Reserve**

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet costs. However, statutory arrangements require benefits earned to be financed as the Council makes employers' contributions to pension funds or eventually pay any pension for which it is directly responsible. The debit balance on the Pension Reserve therefore shows a shortfall in the resources the Council has set aside to meet benefits earned by past and current employees. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid. For further information see Note 7.

2018/19 £000	Pensions Reserve:	2019/20 £000
271,338	Balance at start of year	332,035
46,056	Actuarial gains / losses on pension assets & liabilities (Note 7)	(126,988)
29,051	Reversal of items relating to Post-Employment Benefits Debited / Credited to the Surplus / Deficit on the provision of Services line in the CIES (Note 7)	30,424
(14,410)	Employer's Pension Contributions & Direct Payments to Pensioners Payable in Year (Note 7)	(13,983)
332,035	Balance at end of the Year	**221,488**

- **Collection Fund Adjustment Account**

  The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax and NDR income in the Comprehensive Income and Expenditure Statement as it falls due compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund. For further details on the Collection Fund, see page 82.

2018/19 £000	**Collection Fund Adjustment Account:**	**2019/20 £000**
(1,483)	Balance at start of year	(527)
611	Amount by which Council Tax Income credited to the CIES is different from Council Tax Income calculated for the year in accordance with statutory requirements	(166)
345	Amount by which NDR income credited to the CIES is different from NDR income calculated for the year in accordance with statutory requirements	(1,956)
(527)	Balance at end of the Year	**(2,649)**

- **Accumulating Compensated Absences Adjustment Account**

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

2018/19 £000	**Accumulating Compensated Absences Adjustment Account:**	**2019/20 £000**
3,286	Balance at start of year	2,372
(914)	Amount by which officer remunerations charged to the CIES on an accruals basis is different from the remuneration chargeable in year	544
2,372	Balance at end of the Year	**2,916**

16 Movement in Reserves Statement – Transfers to / (from) Earmarked Reserves

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

General Fund Earmarked Reserves	31 March 2019 £000	Transfers Out £000	Transfers In £000	Movement between Reserves £000	31 March 2020 £000	Purpose of the Earmarked Reserve
Departmental Reserves	6,890	(2,443)	768	(138)	5,077	These have been identified by Cabinet or Corporate Management Team and are incorporated within the Medium Term Financial Strategy for Departmental use.
Insurance	3,398	(325)	-	-	3,073	To provide for future claims (self-insurance). A number of risks, contingencies and financial losses are covered by the Council's Insurance Reserve. In general terms the Council self-insures against the risks of theft, subsidence and accidental damage to property. Additionally, the excess on external insurance arrangements, which range from £2,500 to £50,000 per loss, are also met by the Reserve.
Schools Capital	483	(50)	319	-	752	School revenue reserves put aside for funding future school capital schemes.
Capacity Building	14,973	(7,022)	3,774	1,268	12,993	The balance of the sums set aside which can be utilised to fund one-off type expenditure which will improve the longer term financial position of the council.
Public Health	364	(355)	-	-	9	The Public Health Grant received by the Council is ring-fenced for use on public health services only. This reserve is for any amounts of grant not spent in year due to timing difference in service delivery.
Grant Equalisation Reserve	4,214	(3,084)	-	(1,130)	-	A reserve created to defer the impact of Central Government funding reductions in order to allow a strategic approach to the realisation of savings.
Covid-19 Reserve	-	-	5,332	-	5,332	To be used to fund coronavirus (COVID-19) pressures across all services in 2020/21.
Other	895	(669)	2	-	228	These include the Lease Consolidation, Hackney Carriage Accounts, and Parish Burial Reserves.
Total Reserves	**31,217**	**(13,948)**	**10,195**	**-**	**27,464**	

17 Property, Plant and Equipment

Property, Plant & Equipment (PPE) – 2019/20	Other Land & Buildings	Vehicles, Plant & Equipment	Infra-structure Assets	Community Assets	Heritage Assets	Surplus Assets	Assets under Construction	Total PPE
Cost or Valuation	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**
At 1 April 2019 Gross Book Value	**361,672**	**42,318**	**309,446**	**901**	**683**	**1,135**	**2,058**	**718,213**
Additions	9,609	2,250	17,286	60	-	-	7,135	**36,340**
Revaluation increase / (decrease) recognised in the Revaluation Reserve	15,539	-	-	-	-	-	-	**15,539**
Revaluation increase / (decrease) recognised in the (Surplus) / Deficit on Provision of Services	(6,661)	-	-	-	-	-	-	**(6,661)**
Derecognition - Disposals	(8,788)	(8,341)	(358)	-	-	-	-	**(17,487)**
Reclassified Assets	(1,100)	-	-	-	-	-	-	**(1,100)**
Assets Under Construction Completed In Year	1,429	-	-	-	-	-	(1,455)	**(26)**
At 31 March 2020	**371,700**	**36,227**	**326,374**	**961**	**683**	**1,135**	**7,738**	**744,818**
Accumulated Depreciation and Impairment								
At 01 April 2019	**(17,389)**	**(19,993)**	**(131,786)**	**-**	**-**	**(104)**	**-**	**(169,272)**
Depreciation Charge	(6,799)	(5,014)	(13,558)	-	-	-	-	**(25,371)**
Depreciation written out to the Revaluation Reserve	6,035	-	-	-	-	-	-	**6,035**
Depreciation written out to the (Surplus) / Deficit on Provision of Services	4,272	-	-	-	-	-	-	**4,272**
Impairment (losses) /reversals recognised in the Revaluation Reserve	(991)	-	-	-	-	-	-	**(991)**
Impairment (losses) /reversals recognised in the (Surplus) / Deficit on Provision of Services	(168)	(301)	-	(60)	-	-	-	**(529)**
Depreciation Movement on Transfers	-	-	-	-	-	-	-	**-**
Derecognition - Disposals	762	8,323	143	-	-	-	-	9,228
At 31 March 2020	**(14,278)**	**(16,985)**	**(145,201)**	**(60)**	**-**	**(104)**	**-**	**(176,628)**
Net Book Value - At 31 March 2020	**357,422**	**19,242**	**181,173**	**901**	**683**	**1,031**	**7,738**	**568,190**
Net Book Value - At 31 March 2019	*344,283*	*22,325*	*177,660*	*901*	*683*	*1,031*	*2,058*	*548,941*

Comparative Movements in 2018/19

Property, Plant & Equipment (PPE) – 2018/19	*Other Land & Buildings*	*Vehicles, Plant & Equipment*	*Infra-structure Assets*	*Community Assets*	*Heritage Assets*	*Surplus Assets*	*Assets under Construction*	*Total PPE*
Cost or Valuation	*£000*	*£000*	*£000*	*£000*	*£000*	*£000*	*£000*	*£000*
At 1 April 2018 Gross Book Value	*420,680*	*40,286*	*283,821*	*901*	*688*	*1,135*	*14,865*	*762,376*
Additions	*27,723*	*2,899*	*25,240*	*4*	*-*	*-*	*17,957*	*73,823*
Revaluation increase / (decrease) recognised in the Revaluation Reserve	*1,941*	*-*	*-*	*-*	*(5)*	*-*	*-*	*1,936*
Revaluation increase / (decrease) recognised in the (Surplus) / Deficit on Provision of Services	*(18,206)*	*-*	*-*	*-*	*-*	*-*	*-*	*(18,206)*
Derecognition - Disposals	*(90,599)*	*(6,353)*	*-*	*-*	*-*	*-*	*(5)*	*(96,957)*
Reclassified Assets	*(3,433)*	*-*	*-*	*-*	*-*	*-*	*(77)*	*(3,510)*
Assets Under Construction Completed In Year	*23,566*	*5,486*	*385*	*1*	*-*	*-*	*(30,682)*	*(1,244)*
At 31 March 2019	*361,672*	*42,318*	*309,446*	*906*	*683*	*1,135*	*2,058*	*718,218*
Accumulated Depreciation and Impairment								
At 01 April 2018	*(18,900)*	*(20,491)*	*(119,366)*	*-*	*-*	*(104)*	*-*	*(158,861)*
Depreciation Charge	*(8,611)*	*(4,736)*	*(12,420)*	*-*	*-*	*-*	*-*	*(25,767)*
Depreciation written out to the Revaluation Reserve	*3,056*	*-*	*-*	*-*	*-*	*-*	*-*	*3,056*
Depreciation written out to the (Surplus) / Deficit on Provision of Services	*233*	*-*	*-*	*-*	*-*	*-*	*-*	*233*
Impairment (losses) /reversals recognised in the Revaluation Reserve	*(119)*		*-*	*-*	*-*	*-*	*-*	*(119)*
Impairment (losses) /reversals recognised in the (Surplus) / Deficit on Provision of Services	*(1,276)*	*-*	*-*	*(5)*	*-*	*-*	*-*	*(1,281)*
Depreciation Movement on Transfers	*-*	*-*	*-*	*-*	*-*	*-*	*-*	*-*
Derecognition - Disposals	*8,087*	*5,234*	*-*	*-*	*-*	*-*	*-*	*13,321*
Assets Reclassified	*141*	*-*	*-*	*-*	*-*	*-*	*-*	*141*
At 31 March 2019	*(17,389)*	*(19,993)*	*(131,786)*	*(5)*	*-*	*(104)*	*-*	*(169,277)*
Net Book Value - At 31 March 2019	*344,283*	*22,325*	*177,660*	*901*	*683*	*1,031*	*2,058*	*548,941*
Net Book Value - At 31 March 2018	*401,780*	*19,795*	*164,455*	*901*	*688*	*1,031*	*14,865*	*603,515*

18 Investment Properties

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.

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

2018/19 £000	**Investment Properties**	**2019/20 £000**
21,797	Balance at start of year	25,676
27	Subsequent Expenditure (Note 24)	99
7	Assets Under Construction Completed in Year	26
-	Disposals	(1,128)
1,088	Revaluations (Note 10)	(1,122)
-	Impairments	
2,757	(To) / From Property, Plant and Equipment	-
22,919	**Balance at end of the Year**	**23,551**

The fair value of the Council's investment properties is measured annually at each reporting date. All valuations are carried out by the Council's external valuers, NPS Ltd, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. There have been no changes in the valuation techniques used during the year for investment properties.

The Council's investment properties are valued in accordance with the 'Fair Value Hierarchy', as follows:

- Level One – quoted prices in active markets for identical assets
- Level Two – other significant observable inputs
- Level Three – significant unobservable inputs

The fair value for investment properties (commercial units) has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local area. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level Two in the fair value hierarchy.

There have been no transfers between Levels One and Two, and Levels Two and Three during the year.

19 Intangible Assets

Intangible assets are assets that do not have physical substance for example computer software and licences. There are two items of capitalised intangibles that are individually material to the financial statements in the last financial year. These are listed below:

31 March 2019 £000	**Intangible Assets**	**Remaining Amortisation Period Years**	**31 March 2020 £000**
1,907	Lot 1 Viridor Contract	26	1,834
862	Sand Martin House ICT	2	573
2,769	**Total**		**2,407**

The Council 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. The intangible assets include both purchased licenses and internally generated software.

The carrying amount of intangible assets is amortised on a straight-line basis. The movement on Intangible Assets balances during the year is shown in the following table:

31 March 2019	Intangible Assets	31 March 2020
£000	Balance at 1 April:	**£000**
20,319	Gross Carrying Amounts	22,581
(11,341)	Accumulated Amortisation	(13,437)
8,978	**Net Carrying Amount at Start of the Year**	**9,144**
	Additions	
1,351	Purchases (Note 24)	2,539
1,238	Assets Under Construction Completed in Year	-
(2,402)	Amortisation for the period	(3,278)
	Disposals	
(326)	De-recognition - Disposals	-
305	De-recognition - Disposals (Accumulated Amortisation)	-
9,144	**Net Carrying Amount at the End of Year**	**8,405**
22,581	Gross Carrying Amounts	25,120
(13,437)	Accumulated Amortisation	(16,715)
9,144	**Net Carrying Amount at the End of Year**	**8,405**

20 Assets Held for Sale

The following note details assets which are surplus to the Council's service needs and classified as 'Assets Held for Sale'. Qualifying assets are generally defined as 'held for sale' if their carrying amount is going to be recovered principally through a sales transaction rather than continued use and meet the strict 'Assets Held for Sale' criteria outlined in the Code of Practice on Local Authority Accounting.

2018/19 £000	**Assets Held for Sale - Current Assets**	**2019/20 £000**
80	Balance at 1 April:	1,217
698	Revaluation Gains	13
(16)	Revaluation Losses	(13)
535	Property, Plant and Equipment Classified as Held for Sale	1,100
(84)	Assets Sold	(350)
	Other movements:	
4	Additions (Note 24)	48
1,217	**Balance at end of the Year**	**2,015**

21 Capital Commitments

As at 31 March 2020 the Council had entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment and Intangible Assets. These contracts, at a budgeted cost of £11.3m, are part of the approved capital programme within the MTFS. The major commitments are:

Description of Contract / Capital Scheme	Value of contract £000	Value outstanding at 31/3/20 £000
Manor Drive Primary Academy	340	149
Hampton Lakes Primary Free School	6,385	1,898
Clare Lodge - Refurbishment	1,352	522
Demolition of Northminster Multi-Storey Car Park	616	399
Oundle Road Improvement	1,571	1,228
Primary Public Transport	208	208
Access Road to New University	200	149
Dropped Kerb - Cheviot Avenue	125	125
Road and Bridges Lighting - Crabtree Paston	183	106
Manor Drive Primary Academy	340	149
Total	**11,320**	**4,933**

22 Revaluations

The Council has a rolling programme that ensures that all Property, Plant and Equipment is measured at current value and is revalued at least every four years. The valuations in 2019/20 were carried out by NPS Peterborough Ltd. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. In addition to the rolling four year programme each year NPS Peterborough Ltd also assess the whole of the Council's property portfolio to consider if there would be any valuation changes as a result of the current economic climate at the time. Valuations of vehicles, plant and equipment are based on current prices where there is an active second-hand market or latest list prices adjusted for condition of the asset.

The significant assumptions applied in estimating the current values are:

- Market Value – the estimated amount for which a property should exchange on the date of valuation between a willing buyer and a willing seller in an arm's-length transaction after proper marketing wherein the parties had each acted knowledgeably, prudently and without compulsion.
- Existing Use Value – as above but including an assumption that the buyer is granted vacant possession of all parts of the property required by the business and disregarding potential alternative uses and any other characteristics of the property that would cause its Market Value to differ from that needed to replace the remaining service potential at least cost.
- Depreciated Replacement Cost – has been used to arrive at Existing Use Value where specialised property is valued. It is the least cost of purchasing the remaining service potential of the asset at the date of valuation.

The Council revalued £303m of Land and Buildings in 2019/20 and £161.0m in 2018/19 which is approximately 84% of the Council overall Gross Book value of the assets held in Land and Buildings.

The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Market activity is being impacted in many sectors. As at the valuation date, NPS Peterborough Ltd, consider that less weight can be attached to previous market evidence for comparison purposes, to inform opinions of value. Indeed, the current response to COVID-19 means that all are faced with an unprecedented set of circumstances on which to base a judgement.

Therefore the valuations are reported on the basis of 'material valuation uncertainty' as per the Valuation Technical and Performance Standards (VPS 3) and the Material Valuation Uncertainty Standard (VPGA 10) of the RICS Red Book Global. Consequently, less certainty – and a higher degree of caution – should be attached to the valuations than would normally be the case. Given the unknown future impact that COVID-19 might have on the real estate market, it is recommended that the valuations of these properties need to be reviewed every six months.

Further details at https://www.rics.org/uk/upholding-professional-standards/sector-standards/valuation/valuation-coronavirus.

The following table shows the movement on the Revaluation Reserve over the last five years split over the three asset types which may be revalued during the assets life.

Revaluation Reserve See Note 15	**Other Land & Buildings**	**Vehicles, Plant & Equipment**	**Assets Held for Sale***	**Total**
Valued at current value as at:	**£000**	**£000**	**£000**	**£000**
31 March 2020	13,358	-	-	13,358
31 March 2019	*(18,775)*	*(5)*	*(779)*	*(19,559)*
31 March 2018	*8,015*	*(4)*	*79*	*8,090*
31 March 2017	*31,806*	*11*	*-*	*31,817*
31 March 2016	*8,100*	*(21)*	*(14,566)*	*(6,487)*
31 March 2015 & Prior Years	*102,013*	*21*	*16,842*	*118,876*
Total Valuation	144,517	2	1,576	**146,095**

* *Assets Held for Sale includes values relating to Surplus Assets*

23 Impairment Losses

Impairment losses and impairment reversals charged to the Surplus / Deficit on the Provision of Services and to Other Comprehensive Income and Expenditure are disclosed in Note 17 which reconcile the movement over the year for Property, Plant, and Equipment (PPE).

During 2019/20 £1.1m (2018/19 £2.3m) of impairment losses have been charged to the Cost of Services in the Comprehensive Income and Expenditure Statement. This capital expenditure has been spent on improving the Council's assets which has not significantly increased the value of each individual building.

24 Capital Expenditure and Capital Financing

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

2018/19 £000		**2019/20 £000**
540,082	**Opening Capital Financing Requirement**	**577,427**
55,866	Property, Plant and Equipment (Note 17)	29,205
17,957	Assets Under Construction (AUC) (Note 17)	7,135
27	Investment Properties (Note 18)	99
1,351	Intangible Assets (Note 19)	2,539
4	Assets Held For Sale (Note 20)	48
20,502	Revenue Expenditure Funded from Capital under Statute (REFCUS)	19,355
-	Prior Year REFCUS Grant Return and Abortive Costs	(312)
-	Capitalisation Direction	5,564
148	Loans to Third Parties	386
	Sources of Finance	
(38,895)	Capital Grants & Contributions	(36,225)
(226)	Sums set aside from revenue (inc.direct revenue financing & Minimum Revenue Provision (MRP))	(5,918)
(11,189)	Repayment of Loan debt from Capital Receipts	(10,874)
(8,200)	Capital Receipts – repayment of Loan	-
577,427	**Closing Capital Financing Requirement**	**588,429**
	Explanation of movements in year	
35,169	Increase in underlying need to borrow:	27,728
13,591	Assets acquired under finance leases	378
-	Prior Year REFCUS Grant Return and Abortive Costs	(312)
	Decrease in underlying need to borrow:	
(226)	MRP	(5,918)
(11,189)	Capital Receipts used to repay MRP	(10,874)
37,345	**Increase in Capital Financing Requirement**	**11,002**

The repayment of loans for capital expenditure has been funded in line with the Medium Term Financial Strategy, as follows:

2018/19 £000	Repayment of Loans Funded by:	2019/20 £000
226	Minimum Revenue Provision	5,918
11,189	Capital Receipts	10,874
-	Capital Contribution	-
3,176	Previous Years Overprovision	-
14,591	Total Repayment of Loans	16,792

Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Council, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Council that has yet to be financed.

Revenue Expenditure Funded from Capital under Statute (REFCUS) is expenditure incurred during the year that may be classified as capital for funding purposes. As this expenditure does not form an asset to be carried on the Council's balance sheet it is charged to the relevant service line in the Comprehensive Income and Expenditure Statement. For 2019/20 this expenditure is £19.4m compared with £20.5m in 2018/19. £6.4m of this REFCUS expenditure relates to Academies (which include the 22 schools that have transferred to Academies since the transfer programme began) and a Free School. Academies and Free Schools are the responsibility of government and as such do not form part of the Council's asset base, and therefore expenditure is treated as 'REFCUS'.

2018/19 £000	Reconciliation of Grant Funding Applied to Capital Financing	2019/20 £000
21,647	Grants Received in year (Note 11)	26,974
-	POIS used to fund MRP	-
(789)	Grants Received in year not applied in year	(620)
895	Grants Applied from Capital Grants Unapplied Account	772
	Grants used to Fund Revenue Expenditure Funded from Capital under Statute:	
17,142	In Year	9,099
38,895	**Total Grants & Contributions applied**	**36,225**

2018/19 £000	Body of Grant Funding Applied	2019/20 £000
1,865	Department for Communities & Local Government	2,298
2,586	Department for Transport	90
18,243	Department of Education	17,231
52	Department of Health	72
63	Arts Council	-
6,570	Cambridgeshire & Peterborough Combined Authority	9,656
29,379	**Total Grants Applied**	**29,347**
7,670	Section 106 Contributions	4,581
1,846	Third Party Contributions	2,297
9,516	**Total Contributions applied**	**6,878**
38,895	**Total Grants & Contributions applied**	**36,225**

25 Private Finance Initiatives (PFI) and Similar Contracts

On the 31 July 2006 the Council signed a 30 year PFI agreement with IIC BY Education (Peterborough Schools) Limited for the delivery of new and improved facilities and services for three secondary schools in Peterborough. This agreement required the contractor to construct the Voyager secondary school (now called Queen Katherine Academy), and to extend and refurbish two existing secondary schools (Jack Hunt and Ken Stimpson). The contractor will maintain these three schools and provide them with a range of other services such as caretaking, cleaning and catering. The three schools and any plant and equipment installed in them at the end of the contract will be transferred to the Council for nil consideration. The Council only has rights to terminate the contract if it compensates the contractor in full for costs incurred.

Queen Katherine Academy and Jack Hunt have transferred to Academy status therefore in line with CIPFA guidance the associated assets are not recognised on the Council's Balance Sheet. The value of the remaining school which is recognised on the Council's Balance Sheet is £16.5m (2018/19 £14.8m).

The Council makes an agreed payment each year which is increased each year by inflation and will be reduced if the contractor fails to meet availability and performance standards in any year but which is otherwise fixed. Payments remaining to be made under the PFI contract at 31 March 2020 (excluding any estimation of inflation and availability/performance deductions) are shown in the following table:

Repayment of:	**Finance Lease Liability**	**Interest**	**Service Charges**	**Total**
Payable:	**£000**	**£000**	**£000**	**£000**
In 2020/21	974	1,994	5,508	**8,476**
Within two to five years	4,183	7,060	23,620	**34,863**
Within six to ten years	8,353	8,073	29,497	**45,922**
Within 11 to 15 years	10,853	4,618	33,375	**48,846**
Within 16 to 18 years	5,500	(182)	19,277	**24,595**
Total	**29,863**	**21,563**	**111,277**	**162,702**

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

31 March 2019		**31 March 2020**
£000		**£000**
(31,775)	Balance brought forward	(30,786)
989	Lease liability redemption in the year	923
(30,786)	**Value of Total Liability carried forward**	**(29,863)**
(923)	Short Term Liability	(974)
(29,863)	Long Term Liability	(28,889)
(30,786)	**Value of Total Liability carried forward**	**(29,863)**

26 Council Leasing Arrangements

Council as Lessee - Finance Leases

The Council has acquired land, buildings, vehicles and equipment under finance leases, shown in the table below.

31 March 2019		**31 March 2020**
£000	**Council as Lessee - Finance Leases**	**£000**
15,435	Other Land & Buildings	14,994
183	Vehicles, Plant Furniture & Equipment	421
15,618	**Total**	**15,415**

The Council has two long finance leases on Investment Properties, 33 Academy finances leases and a finance lease for Council Offices and Car Park.

The vehicles and equipment acquired are carried as Property, Plant and Equipment in the Balance Sheet at the net amounts also shown in the table above.

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

31 March 2019		**31 March 2020**
£000	**Finance Lease Liabilities (net present value of minimum lease payments)**	**£000**
293	Current	286
15,728	Non-current	15,798
43,902	Finance costs payable in future years*	42,279
59,923	**Minimum lease payments**	**58,363**

** Non-Peppercorn leases range from one to 86 years*

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

31 March 2019			**31 March 2020**	
Min. Lease Payment	*Finance Lease Liabilities*	**Minimum lease payments**	**Min. Lease Payment**	**Finance Lease Liabilities**
£000	*£000*		**£000**	**£000**
2,035	*293*	Not later than one year	2,054	286
7,549	*775*	Later than one year & not later than five years	7,836	1,068
50,339	*14,953*	Later than five years *	48,473	14,730
59,923	*16,021*	**Total**	**58,363**	**16,084**

** Non-Peppercorn leases range from one to 86 years*

There are no contingent rents payable as all rents are adjusted after any rent amendments are made and the previous tables reflect the current lease rental positions.

Of the investment properties held under these finance leases, the Council has sub-let individual units as well as two retail units and the second floor of the Council Offices at Sand Martin House. At 31 March 2020 the minimum payments expected to be received under these sub-leases was £606k (£308k in 2018/19).

Council as Lessee - Operating Leases

The majority of the Council's operating leases are for land and buildings, however there are a small number of vehicles and equipment held under operating leases.

The future minimum lease payments due under these contracts are enforceable during that period and would only be cancelled with the permission of the Landlord:

31 March 2019		31 March 2020
£000	**Council as Lessee - Operating Leases**	**£000**
1,568	Not later than one year	1,604
5,897	Later than one year & not later than five years	5,620
15,662	Later than five years	13,014
23,127	**Total**	**20,238**

The amount charged to Cost of Services in the Comprehensive Income and Expenditure Statement during the year in relation to these leases is shown in the table below:

31 March 2019		31 March 2020
£000	**Council as Lessee - Operating Leases**	**£000**
1,525	Minimum lease payments	1,741
-	Contingent rents	-
(68)	Sublease payment receivable	(385)
1,457	**Total**	**1,356**

Council as Lessor - Finance Leases

The Council has leased land on long term leases, these include playing fields and Nene Park. The Council has also leased schools to various trusts as the schools transferred to Academy status as per instruction form DfES. The leases are at peppercorn or minimal value rents only.

Council as Lessor – Operating Leases

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

- For the provision of community services, such as sports facilities and community centres
- For economic development purposes to provide suitable affordable accommodation for local businesses
- To generate an income from property owned as investment property
- To provide lower service costs eg Viridor – Energy for Waste

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

31 March 2019		31 March 2020
£000	**Council as Lessor - Operating Leases**	**£000**
2,787	Not later than one year	3,501
8,675	Later than one year & not later than five years	15,527
43,887	Later than five years*	46,259
55,349	**Total**	**65,287**

** Above operating leases range from five to 125 years*

There are no contingent rents payable as all rents are adjusted after any rent amendments are made and the previous tables reflect the current lease rental positions.

27 Financial Instruments

Under accounting requirements the carrying value of the financial instrument value is shown in the balance sheet which includes the principal amount borrowed or lent and further adjustments for breakage costs or stepped interest loans (measured by an effective interest rate (EIR) calculation) including accrued interest. Accrued interest is shown separately in current assets / liabilities where the payments / receipts are due within one year. The effective interest rate is effectively accrued interest receivable under the instrument, adjusted for the amortisation of any premiums or discounts reflected in the purchase price.

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

2018/19		2019/20
£000	**Financial Assets**	**£000**
(1,991)	Interest Income	(1,498)
(201)	Other Investment Income	(478)
(2,192)	**Total for Financial Assets (Note 10)**	**(1,976)**
	Financial Liabilities	
2,211	Interest Payable Relating to PFI	2,071
15,493	Interest Payable on Borrowings	16,424
17,704	**Total for Financial Liabilities (Note 10)**	**18,495**
15,512	**Net expenditure for the year**	**16,519**

Under IFRS 9 the financial assets on the Balance Sheet are now classified by one of the following categories:

- Amortised Cost
- Fair Value through the Income and Expenditure
- Fair Value through the Profit and Loss

The Council only has Assets and Liabilities held at Amortised cost on the Balance Sheet.

2019 Long Term £000	2019 Current £000	Financial Instruments Balances	2020 Long Term £000	2020 Current £000
		Assets at Amortised Cost:		
-	17	Investments	-	3
-	23,046	Debtors – ECS Peterborough 1 LLP	-	23,046
1,372	24,864	Debtors - Loans and receivables	2,509	24,846
1,372	47,927	**Total Assets at Amortised Cost**	**2,509**	**47,895**

2019 Long Term £000	2019 Current £000	Financial Instruments Balances	2020 Long Term £000	2020 Current £000
2019 Long Term £000	2019 Current £000	**Liabilities at Amortised Cost:**	**2020 Long Term £000**	**2020 Current £000**
(392,087)	(65,500)	Borrowings - Financial liabilities at amortised cost	(374,587)	(103,000)
-	(3,562)	Accrued Interest associated with Borrowing	-	(3,457)
(129)	-	Long term Creditors	(120)	
(45,591)	-	Long term PFI & finance lease liabilities	(44,687)	-
-	(4,920)	Creditor - Financial liabilities at amortised cost	-	(4,151)
(437,807)	(73,982)	**Total Liabilities at Amortised Cost**	**(419,394)**	**(110,608)**

Note: Accrued interest is not required for instruments measured at Equivalent Interest Rate as this adjustment covers a full year's interest.

28 Fair Value of Assets and Liabilities carried at Amortised Cost

Financial liabilities and financial assets represented by loans and receivables are carried in the balance sheet at amortised cost. Their fair value has been assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

- PWLB interest rates for new loans at 31 March 2020 have been used for loans from the PWLB;

- the prevailing rate of a similar instrument with a published market rate has been used as the discount factor for other loans receivable and payable;
- no early repayment is recognised;
- where an instrument has a maturity of less than 12 months or is a trade or other receivable the fair value is taken to be the carrying amount or the billed amount.

The financial liabilities are held with PWLB and market lenders. All of these borrowings were not quoted on an active market and a Level 1 valuation is not available. To provide a fair value which provides a comparison to the carrying amount, the Council has used Level 2 valuations calculated using a financial model valuation provided by Link Asset Services. This valuation applies the Net Present Value approach, which provides an estimate of the value of payments in the future in today's terms as at the balance sheet date. This is a widely accepted valuation technique commonly used by the private sector. The Council's accounting policy uses the effective rate of interest for the relevant instrument. The Council uses the new borrowing rates to discount the future cash flows.

Covid-19 - Paragraph 2.10.2.18 of the Code establishes that when measuring fair value an authority is required to take into account the characteristics of the asset or liability if market participants would take those characteristics into account when pricing the asset or liability at the 31 March 2020. This importantly establishes two issues: that the fair value measurement is at the measurement date (and not a future date) and that the measurement must reflect the market participant's views and assumptions about the pricing of an asset or a liability at that date. Fair value measurements for financial instruments and investment properties held by local authorities will need to be reviewed against the conditions and assumptions at the measurement date. This will be difficult because of the volatility of the market at the measurement date and the potential for there to be a lack of reliable observable inputs.

The Amortised Cost value includes trade debtors. The Fair Values calculated are as follows:

2018/19 Carrying Amount £000	*2018/19* Fair Value £000	**Financial Liabilities**	**2019/20 Carrying Amount £000**	**2019/20 Fair Value £000**
(369,587)	*(467,365)*	PWLB debt	(369,587)	(445,846)
(22,500)	*(22,552)*	Non-PWLB debt	(5,000)	(4,964)
(65,500)	*(73,368)*	Short term borrowing *	(103,000)	(109,533)
(3,562)	*(3,562)*	Accrued Interest associated with Borrowing	(3,457)	(3,457)
(3,704)	*(3,704)*	Short term creditors	(2,891)	(2,891)
(1,216)	*(1,216)*	Short term finance lease liability	(1,260)	(1,260)
(129)	*(129)*	Long term creditors	(120)	(120)
(45,591)	*(59,413)*	Long term PFI & finance lease liabilities	(44,687)	(56,750)
(511,789)	*(631,309)*	**Total**	**(530,002)**	**(624,821)**

** Short term borrowing includes £17.5m of LOBO's*

The fair value of the liabilities is greater than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the balance sheet date. This shows a notional future loss arising from a commitment to pay interest to lenders above current market rates, see Note 29 for explanation of Market Risk.

The fair value of Public Works Loan Board (PWLB) loans of £445.8m measures the economic effect of the terms agreed with the PWLB compared with estimates of the terms that would be offered for market transactions undertaken at the Balance Sheet date. The difference between the carrying amount and the fair value measures the additional interest that the Council will pay over the remaining terms of the loans under the agreements with the PWLB, against what would be paid if the loans were at prevailing market rates.

2018/19 Carrying Amount £000	*2018/19* Fair Value £000	**Financial Assets**	**2019/20 Carrying Amount £000**	**2019/20 Fair Value £000**
17	*17*	Short Term Investments	3	3
23,046	*23,046*	ECS Peterborough 1 LLP Loan	23,046	23,046
15,268	*15,268*	Total Cash and Cash Equivalent	10,437	10,437
9,596	*9,596*	Trade Debtors	14,409	14,409
1,372	*1,372*	Other Long Term Loans & Receivables	2,509	2,509
49,299	*49,299*	**Total**	**50,404**	**50,404**

Short-term debtors and creditors are carried at cost as this is a fair approximation of their value.

29 Nature and Extent of Risks Arising from Financial Instruments

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

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

The Council's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by the Capital Accounting and Treasury Team, under policies approved by the Council in the annual Treasury Management Strategy. The Council provides written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk and the investment of surplus cash.

Credit risk

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

The risk is minimised through the Annual Investment Policy, which requires that investments are not made with financial institutions unless they meet minimum credit criteria in accordance with the Fitch Moody's and Standard & Poor's Credit Ratings Services. This Policy also imposes a maximum sum to be invested with a financial institution located within each category.

The 2019/20 Annual Investment Policy sets out the credit criteria below although the Council actually minimised the risk further by only investing with the Debt Management Office, its banking provider (Barclays) and the CCLA money market fund.

The credit criteria in respect of financial assets held by the Council are as follows:

- Deposits could be made with banks and other financial institutions that have been rated by recognised independent credit rating agencies with a minimum score of "A", with £100m of the total amounted deposited in the highest rated category. The credit element of the methodology focuses solely on the Short and Long Term investment ratings, therefore no longer including the viability and financial strength of the institution.
- Deposits can be made with other institutions that have not found it necessary to maintain a credit rating e.g. local authorities, and these are subject to an assessment of risk that is carried out internally. Deposits to these bodies are limited to £100m in total.
- No more than £15m is held with any one banking institution, except for the Debt Management Office (DMO), regardless of standing or duration, and a range of counterparties that operate in different sectors in the UK is used to reduce risk exposure.
- All the counterparties used are licensed to accept deposits in the United Kingdom and are regulated by the Financial Conduct Authority.
- Creditworthiness advice and market intelligence is received from treasury advisors, Link Asset Services.

Customers for goods and services are assessed, taking into account their financial position, past experience and other factors.

The Council had a total of £9.7m invested with the Debt Management Office (DMO), UK banks and CCLA at 31 March 2020. The full amount is potentially exposed to credit risk, although as the DMO is within the scope of HM Treasury it is less of a risk. There is a specific risk attached to amounts deposited with the individual institutions based on their ability to make interest payments and repay the principal outstanding, it is however more difficult to assess the risk in general terms. Recent experience has shown that it is rare for such entities to not meet their commitments. Whilst there is a risk of recoverability with regard to these deposits, there was no evidence that this was likely at 31 March 2020. The Council has had no experience of default over the last five years.

The Council continues to receive dividends relating to investments in two Icelandic institutions made in 2008/09. The expected recovery rate for the Kaupthing Singer & Friedlander (KSF) investment is 86.8p to 87.0p whilst the Heritable Bank (HB) recovery rate is expected to be 98p to 100p in the £. The total dividends received as at 31 March 2020 are £1.9m for KSF and £1.0m for HB (2018/19 £1.9m, £1.0m). Further dividends are expected in 2020/21.

No credit limits were exceeded during the reporting period and the Council does not expect any losses from non-performance by any of its counter parties in relation to deposits and bonds.

Council tax and business rates are statutory charges and the Council monitors total and individual arrears from taxpayers taking effective action to minimise losses on collection. The Council makes prudent financial provision for bad debts based on an assessment of the risks for each type of debt and the age of those debts.

The aged debtors balance can be analysed by age as follows:

2018/19 £000	**Age of Trade Debt**	**2019/20 £000**
5,754	Less than three months	8,887
656	Three to six months	436
725	Six months to one year	1,023
2,461	More than one year	4,063
9,596	**Total**	**14,409**

Liquidity Risk

The Council has a comprehensive cash flow management system that seeks to ensure that cash is available as needed. In the unlikely event that unexpected movements happen, the Council has ready access to borrowings from the Public Works Loans Board (PWLB) and the money market generally. There is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk is that the Council will be bound to replenish a proportion of its borrowings at a time of unfavourable interest rates.

The Council's strategy to reduce this risk is to spread the profile of maturing loans across a period of 50 years, to ensure that a large number do not all mature in the same year. The Council's cashflow is forecast, in detail, for up to 12 months ahead.

The maturity analysis of financial liabilities is as follows:

Restated 2018/19 £000	**Maturity analysis of financial liabilities**	**2019/20 £000**
(73,983)	Less than one year *	(110,608)
(18,700)	Between one and two years	(10,902)
(26,360)	Between two and five years	(30,280)
(392,747)	Between five and fifty years	(378,212)
(511,790)	**Total**	**(530,002)**

** Less than one year includes £17.5m of LOBO's*

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

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 fixed rates – the fair value of the borrowings will fall

- investments at fixed rates – the fair value of the assets will fall
- borrowings at variable rates – the interest expense charged to the (Surplus) / Deficit on the Provision of Services will rise
- investments at variable rates – the interest income credited to the (Surplus) / Deficit on the Provision of Services will rise

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the (Surplus) / Deficit on the Provision of Services or Other Comprehensive Income and Expenditure. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Comprehensive Income and Expenditure Statement and affect the General Fund Balance. Movements in the fair value of fixed rate investments that have a quoted market price will be reflected in Other Comprehensive Income and Expenditure.

The Council has a number of strategies for managing interest rate risk as follows:

- the borrowing preference is to negotiate fixed rate terms at acceptable rates for budget certainty
- depending upon economic conditions the Council may maintain variable rate short or long term borrowings to offset the risk of diminishing receipts from its investment portfolio or at times when current fixed interest rate levels are deemed to be too high
- variable interest rate borrowings should not exceed 25% of total gross borrowing
- during periods of falling interest rates, and where economic circumstances make it favourable, fixed rate loans may be repaid early to exploit market conditions and further reduce the interest payable burden

The Capital Accounting and Treasury Team assesses interest rate exposure which feeds into the setting of the annual budget and is used to update the forecasts during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out is at fixed or variable rate.

According to this assessment strategy, at 31 March 2020, if interest rates had been 1% higher with all other variables held constant, the financial effect would be a decrease from the Fair Value of Fixed Rate Borrowing Liabilities shown in Note 27 by £79.4m, but this would have no impact on the (Surplus) / Deficit on the Provision of Services or Other Comprehensive Income and Expenditure.

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

Price Risk

The Council does not invest in equity shares and hence currently has no exposure to losses arising from movements in the prices of the shares.

The Council has £1 shares in its subsidiary company and Joint Ventures, see Note 13. The Council is not exposed to price risk through these holdings.

Foreign Exchange Risk

The Council has no financial assets or liabilities denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

30 Inventories

The value of current assets that consist of raw materials, work in progress and unsold finished goods at the year-end are as follows.

31 March 2019 £000	Inventories	31 March 2020 £000
374	Westcombe Industries Stock	397
82	Other Stock Balances	64
456	**Total**	**461**

31 Debtors

Amounts owed to the Council but not yet received at the year-end are as follows. Further details about the impact of Covid-19 on debtors can be found in Note 42.

31 March 2019 £000	**Debtors** (Each item is net of impairment)	31 March 2020 £000
12,952	Cambridgeshire & Peterborough CCG	9,623
673	Cambridgeshire & Peterborough Combined Authority	2,674
1,673	Capital Funding Contributions	2,967
3,544	Central Government Departments	5,719
8,047	Council Tax Arrears	9,127
1,630	Cross Keys Homes	1,477
2,138	Housing Benefit Overpayments	1,247
2,080	NNDR Arrears	1,609
526	Other NHS Organisations	1,012
6,186	Payments in Advance	7,956
1,269	Commercial Property Rent Arrears	2,529
12,935	General Debtors	14,099
53,653		60,039
23,046	Outstanding Balances on Loans Granted ECS Peterborough 1 LLP (Notes 13, 27)	23,046
76,699	**Total Debtors**	**83,085**

32 Creditors

Amounts owed by the Council for goods and services received prior to the year-end are as follows.

31 March 2019	**Creditors**	**31 March 2020**
£000		**£000**
(1,062)	Council Tax Overpaid	(1,857)
(1,005)	Council Tax Prepaid	(1,401)
(2,610)	NDR Overpaid	(2,470)
(1,159)	NDR Prepaid	(635)
(6,981)	NDR Preceptors	(8,176)
(8,769)	Deposits / Receipts in Advance	(13,395)
(2,372)	Accrual Accumulated Absences (Note 15)	(2,916)
(1,216)	Short Term Finance Lease Liabilities (Note 26)	(1,260)
(38,583)	General Creditors	(37,053)
(63,757)	**Total Creditors**	**(69,163)**

33 Provisions

Provisions are required for any liabilities of uncertain timing or amount that have been incurred, where a cash outflow is probable and a reliable estimate can be made. Provisions are set aside in the accounts and charged to individual services. Estimated amounts outstanding at the year-end are as follows.

Provision Description	31 March 2019	Additional Provision	Payment from Provision	Released back to CIES	Transfer between long term & short term	31 March 2020
	£000	£000	£000	£000	£000	£000
Short Term Provisions						
Insurance Claims – this represents the current balance set aside to meet the expected total cost of uninsured losses arising from public liability, employer's liability and property damage. The amount and timing of these payments are uncertain.	(863)	-	-	-	(441)	(1,304)
Voluntary Redundancy Provision – redundancy related payments, regarding decisions made in 2019/20 but which will paid in 2020/21	-	(1,028)	-	-	-	(1,028)
Carbon Reduction Commitment Scheme (CRC) - the obligation of the Council for the purchase of CRC allowances for 2018/19 which was the final year of the scheme.	(165)	-	128	37	-	-
Climate Change Levy (CCL) - estimated liability for 2017/18 and 2018/19	(634)		195	439		-
CAY Pensions Costs – Pre 1980 Pension Contributions obligation for 2019/20 but not paid	-	(560)				(560)
Non Domestic Rate Appeals Provision – see Collection Fund for further details	(7,426)	(2,298)	1,714	728	-	(7,282)
Total Short Term Provisions	**(9,088)**	**(3,886)**	**2,037**	**1,204**	**(441)**	**(10,174)**
Long Term Provisions						
Insurance Claims – see above comments	(175)	(885)	263	-	441	(356)
Total Short and Long Term Provisions	**(9,263)**	**(4,771)**	**2,300**	**1,204**	**-**	**(10,530)**

34 Capital Grants Receipts in Advance

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

31March 2019 £000	**Capital Grants Receipts in Advance**	**31 March 2020 £000**
(2,739)	Department of Education	(1,334)
(8)	Department for Transport	(419)
(1,464)	Cambridgeshire & Peterborough Combined Authority	(2,222)
(545)	Homes and Communities Agency (HCA)	(545)
(509)	Disabled Facilities Grant	(181)
(478)	Other Third Party Contributions	(19)
-	Community Infrastructure Levy (CIL)	(203)
(14,153)	Section 106 Contributions	(14,715)
(19,896)	**Total Capital Grants Receipts in**	**(19,638)**

35 Cash Flow Statement – Operating Activities

The cash flows for operating activities include the following items:

2018/19 £000	**Cash Flow Statement – Operating Activities**	**2019/20 £000**
(646)	Interest Received	(126)
17,933	Interest Paid	16,718

36 Cash Flow Statement – Investing Activities

The cash flows for investing activities include the following items:

Restated 2018/19 £000	**Cash Flow Statement – Investing Activities**	**2019/20 £000**
59,739	Purchase of Property, Plant & Equipment, Investment Property & Intangible Assets	41,617
21,232	Other Payments for Investing Activities	19,756
(17,458)	Proceeds from the Sale of Property, Plant & Equipment, Investment Property	(822)
(7,205)	Proceeds from Short and Long Term Investments	(15)
56,308	**Net cash flows from investing activities**	**60,536**

**restated to adjust the classification of cash inflows and outflows from the granting and redemption of loans*

37 Cash Flow Statement – Financing Activities

The cash flows for financing activities include the following items:

2018/19 £000	**Cash Flow Statement – Financing Activities**	**2019/20 £000**
(60,000)	Cash Receipts of Short & Long Term Borrowing	(37,500)
23,891	Cash Payments for the Reduction of the Outstanding Liabilities relating to Finance Leases and On-Balance Sheet PFI Contracts	18,739
(3,031)	Other Payments for Financing Activities	(1,632)
(39,140)	**Net cash flows from financing activities**	**(20,393)**

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38 Cash Flow Statement – Cash and Cash Equivalents

The balance of Cash and Cash Equivalents is shown in the following table. The 'Bank Current Accounts' line includes payments that have not yet cleared in the actual bank accounts.

2018/19	**Cash Flow Statement – Cash and Cash Equivalents**	**2019/20**
£000		**£000**
15,000	Short Term Cash Investments	9,700
44	Petty Cash & Imprest	38
224	Bank Current Accounts	699
15,268	**Total Cash & Cash Equivalents**	**10,437**

39 Trust Funds

The Council administers five trust funds for the benefit of children in specific schools or in care. The total value invested as at 31 March 2020 was £16,716 (£16,674 at 31 March 2019). Interest is allocated to the funds at bank base rate.

The Council acts for 12 Adults under Court of Protection administration orders. The total value of funds is £17,633 at 31 March 2020 (£17,589 at 31 March 2019) all invested internally.

The Council has the role of Corporate Appointee for Clients' monies where it is responsible for managing the financial affairs of 252 adults and older people (225 at 31 March 2019). The total Client funds at 31 March 2020 was £2.7m (£2.5m at 31 March 2019).

The Council acts as the sole trustee for the Peterborough Museum and Art Gallery, a registered charity. From 1 May 2010 the delivery and operation of cultural services, including Peterborough Museum and art Gallery were transferred to Vivacity. However the Council remains sole Trustee.

These Trust Funds are not included in the Council's balance sheet. The individual funds have not been subject to a separate audit. However, they have been considered in overall terms, in the context of those materiality levels which apply to the Council's financial statements.

40 Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Council a possible material obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council. These are identified as follows:

- There are a number of issues relating to decisions taken by the Council that might result in claims being made against the Council. At this stage, there is no certainty that costs will be awarded against the Council and, therefore, nothing has been included in the Accounts for any of these issues;
- The Council has a disposal programme which may include sale of assets that could be subject to a claw back agreement. This would mean that a proportion of the sale proceeds would require payment to the interested party. For example land transferred to the Council which the Homes and Communities Agency (formerly known as the Housing Corporation) has an interest in;
- Under a 1987 Bond Issue North Housing Association Ltd (now Home Group) raised finance to carry out development in a number of local authority areas. The Peterborough Development Corporation entered into an agreement with North Housing Association Ltd to carry out development in the Peterborough area. This agreement was subsequently novated to Peterborough City Council. The Local Authorities agreed to indemnify bond holders against a fixed percentage of indebtedness under the bonds issued, against which North

Housing Association Ltd gave a counter indemnity to the Local Authorities of the same amount. Peterborough City Council's share of the indemnity is 11.72% of the Issue which equates to £9.9m;

- The Supreme Court is currently considering the appeal of "The Mencap Society v Tomlinson-Blake" which relates to whether home workers who are required to remain at home in their shift and/or residential care workers who "sleep in" are entitled to the national minimum wage for the time that is not spent actually performing some specific activity. If this appeal is successful there is a possibility that care providers may be required to pay the resulting costs backdated six years. Whilst this does not directly impact the Council, the financial impact on the care providers it had contracted with will be considerable and the Council may be required to provide some mitigation towards those costs.

41 Accounting Standards that have been Issued but have Not Yet Been Adopted

The standards which have been introduced by the 2020/21 Code and will be effective from 1 April 2020 are as follows:

- Amendments to IAS 28 Investment in Associates and Joint Ventures: This amendment clarifies when the Council would apply IFRS9 to long term interests in associates or joint ventures. It will have no impact on the financial statements as joint ventures are considered under Group Accounting requirements and consolidated using the equity method if material.
- Amendments to IAS 19 Employee Benefits: This amendment specifies how a Council determines pension expenses when changes to a defined benefit pension plan occur. The Council's 2019/20 pension fund statement is based on the formal valuation undertaken in 2019, therefore only amendments curtailments or settlements in this financial year are relevant when looking at the impact of the implementation of the amendment to IAS 19. There have been no major changes within the Council in this financial year therefore re-statement by the Actuary to quantify the impact on the accounts is considered not to be material.
- Amendments to IFRS 3 Business Combinations. This amendment clarifies the measurement of the fair value of joint operations when they become controlled. It will not have any impact on the financial statements as the Council did not take control of a joint operation in the financial year 2019/20.
- Amendments to IAS 12 Income Taxes. This amendment relates to the income tax recognition of dividends received and as Council is not subject to income tax this amendment will not apply to its single entity accounts
- Amendments to IAS 23 Borrowing Costs. This relates to the specification for calculation for borrowing costs which can be capitalised when a "weighted average" borrowing cost is used. It is not the Council's policy to capitalise borrowing costs, therefore this amendment will have no impact on the financial statements.

42 Critical Judgements in Applying Accounting Policies

In applying the accounting policies, set out from page 84, the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in preparing the Statement of Accounts are:

- During 2010/11 the government invited all schools in England to become Academies and encouraged parents to set up their own 'free schools'. Within the Peterborough area some schools have Academy status, with a further four transferring status during 2019/20. Current government aspirations are to encourage all remaining maintained schools to convert to Academy status in future years, although this will not be mandated. Academies do not fall within the remit of the Local Education Authority. When a school attains Academy status, the Council is required to remove assets linked to the school from the Balance Sheet as a disposal at nil consideration, rather than impairment. The Council also no longer consolidates the income and expenditure of that school into the Comprehensive Income and Expenditure Statement. See table overleaf for analysis of the type of schools in Peterborough and its surrounding area;

Type and number of Schools	Community	Controlled	Aided	Academies	Total
Nursery	1	-	-	-	**1**
Primary Schools	14	4	5	35	**58**
Secondary Schools	1	-	1	9	**11**
All through Schools	-	-	-	3	**3**
Special Schools	4	-	-	1	**5**
Total	**20**	**4**	**6**	**48**	**78**

Where the Council has entered into construction contracts for replacement schools on behalf of an Academy, the Council treats this expenditure as Revenue Expenditure Funded from Capital Under Statute (REFCUS). This results in the capital expenditure being shown in the Comprehensive Income and Expenditure Statement in the period in which it is incurred with a corresponding entry made from the Capital Adjustment Account, which is an unusable reserve, so there is no overall impact to the General Fund balance;

- The Council's accounting policy for the recognition of school-related assets is in line with the provisions of the Code, such that schools are recognised on the Council's balance sheet only if the future economic benefits or service potential associated with the school will flow to the Council. There are five schools (net book value at 31 March 2020 of £0.8m) which are classed as either voluntary aided or voluntary controlled schools where it is not clear that legal ownership of elements of the land and buildings of these schools resided with the governing bodies at the 31 March 2020. However, in order to provide a faithful presentation of the accounts, the Code requires the Council to consider the substance of an economic phenomenon rather than merely representing its legal form. As legal ownership should reside with, and is in the process of transferring to the governing bodies, the Council has determined that in this case substance should take precedence over form. Therefore the assets (apart from undeveloped land for voluntary aided and controlled schools) have not been incorporated into the Council's Balance Sheet;
- The Council has a rolling programme that ensures that all Property, Plant and Equipment (PPE) is measured at current value and is revalued at least every four years by external valuers. In addition to this rolling programme each year the Councils external valuers assess the whole of the Council's property portfolio to consider if there would be any valuation changes as a result of the prevailing economic climate. Further information is detailed in Note 22, page 54;
- The Council has applied its judgement in the classification of investment properties. Investment properties are held to earn rentals or for capital appreciation or both. Some properties

earn rentals but are held for regeneration purposes or wider socio-economic reasons. Where this is the case, these properties have been classed as Property, Plant and Equipment. Further information can be found in Note 18, page 52;

- The Council has applied its judgement in the classification of lease arrangements. Such arrangements are either classified as operational or finance leases following analysis of the transaction and judgement as to whether the arrangement transfers substantially all the risks and rewards incidental to ownership. Where a lease arrangement has been re-assessed the Council has estimated the implied interest rate within the lease to calculate interest and principal payments. Further information on lease arrangements in place can be found in Note 26, pages 57;
- The Council has ten arrangements which it has considered against the Group Accounting criteria. The Council has not included nine of these arrangements within the Group Accounts Statement as due to the nature of their activities and small size, both individually and considered in total, the consolidation of the figures would be immaterial and would not add any additional value to the reader of the accounts that a note would not provide. As these are held for service delivery purposes rather than as investments the Council accounts for them at cost rather than as at fair value as allowed by the Code. Further information on Peterborough Museum and Art Gallery and The Mayor of Peterborough's Charity Fund can be found in Note 12. Further information on Opportunity Peterborough Limited, Blue Sky Peterborough Limited, Peterborough Investment Partnership LLP, Empower Peterborough Community Interest Company, Medesham Homes LLP, Medesham Limited, NPS and Peterborough Ltd can be found in Note 13 and Group Accounts.
- In common with many local authorities the Council received an application for mandatory business rate relief from a NHS trust. The legal case was heard by the High Court in December 2019 and was found against the Trust, however following the decision the Trust has requested leave to appeal. The Council considers the advice it received initially from the Local Government Association and the opinion from leading counsel, which determined that the claim had no basis, remains valid and therefore considers no disclosure is required elsewhere in the Statement of Accounts.
- COVID-19 - On the 31 March 2020 there were unprecedented circumstances in place due to the physical and economic impact of COVID-19 within the UK and the rest of the world. At the time these financial statements were prepared it was too soon to evaluate the effect of this and to make appropriate and considered adjustments. Measures to alleviate the difficulties businesses and the economy were experiencing were still being announced by Central Government and amendments to legislation were also being considered to alleviate the impact of COVID-19 on the economy. The accounts therefore have been prepared with limited reference to the effect of COVID-19. An example of this is the Bad Debt provision where the Council's existing standard measures were used to calculate a prudent provision against outstanding debt. Businesses received grants and loans from the government to alleviate distress and there was no consensus of opinion as to how long the measures in place would be required to remain and if further measures would be announced by Central Government. Due to this uncertainty is was determined that there could be no meaningful

adjustments made to reflect the impact of COVID-19 on the outstanding debt.

43 Assumptions made about the Future and Other Major Sources of Estimation Uncertainty

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

The items in the Council's Balance Sheet at 31 March 2020 for which there is a risk of material adjustment in the forthcoming financial year are shown in the following table.

Item	Uncertainties	Effect if Actual results Differ from Assumptions
Property, Plant and Equipment	Depreciation and amortisation is provided for Property, Plant and Equipment and Intangible assets respectively. This enables the assets to be written down to their residual value over their estimated useful lives and show an appropriate cost of the use of the asset in the Comprehensive Income and Expenditure Statement. Management judgement is used to determine the useful economic lives of the Plant and Equipment and the Council's valuers for lives of Property.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by £225k for every year that useful life is reduced, which equates to a 3.16% increase in this year's depreciation charge.
Property, Plant and Equipment	Property, Plant and Equipment are reviewed for impairment if events or changes in circumstances indicate that the carrying value of the asset may not be recoverable. Each year the Council's valuers complete an impairment assessment. The recoverable amount is then estimated having regard to the application of the concept of materiality.	If an asset is impaired the carrying value of the asset is reduced. It is estimated that a 1% fall in market value would reduce the Council's Property, Plant and Equipment / Investment Properties balance by £254k, which is 0.03% of the Council's total asset base. 4.2% of the Council's asset base is valued at market value, so the impact of a change in market value is limited.
Property, Plant and Equipment	The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets. The depreciation policy followed by the Council can be seen in the Statement of Accounting Policies. Operational assets are valued on the basis of Value in Existing Use or on a Depreciated Replacement Cost (DRC) basis for assets which are considered to be of a specialist nature because there is inadequate market evidence of value in existing use for these types of assets. Surplus	If the assets are not maintained to the expected condition the value and the asset live would be reduced. It is estimated that if a 5% fall in maintenance and repairs on the Council's buildings only would reduce the by £15.7m which is 2.27% of the Councils overall asset base.

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Item	Uncertainties	Effect if Actual results Differ from Assumptions
	Assets are valued on the basis of Fair Value (IFRS13). Asset values are reviewed periodically to ensure the value is not materially misstated, with approximately 28% of assets valued as at 31 March 2020. The remaining assets were reviewed to ensure values were materially accurate. The outbreak of COVID-19, declared as a Global Pandemic on 11 March 2020 by the World Health Organisation, has severely impacted global financial markets. This has triggered a period of 'material valuation uncertainty' as per the RICS Red Book Global Edition and consequently a higher degree of caution should be attached to valuations. At this time it is not possible to accurately predict the scale of the impact of COVID-19 on the economy and as a result the 2019 - 2020 valuations have been based on information prior to the outbreak, therefore enabling all assets to be valued at the balance sheet date. Any impact on land values for residential development and building costs would affect DRC valuations. The Fair value and EUV valuations would be influenced by the market for each property type, for example potential reductions in demand for office accommodation, could then see a fall in value.	
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. These judgements are completed by the Cambridgeshire County Council Pension Fund actuaries. The sensitivity analysis has been determined based on reasonable 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 effects on net pension's liability of changes in individual assumptions can be measured. For instance, • a 0.5% decrease in discount rate assumption would result in an increase in pension liability of 10% or £66.1m • a 0.5% increase in the salary increase rate would result in an increase in pension liability of 0.5% or £4.6m • a 0.5% increase in the pension increase rate would result in an increase in pension liability of 9% or £61.1m • a 1 year increase in member life expectancy would result in an increase in pension liability of approximately 3-5%

Item	Uncertainties	Effect if Actual results Differ from Assumptions
Arrears	At 31 March 2020 the Council had a balance of £24.6m for sundry debtors. A review of balances suggested that an impairment of doubtful debts, based on age profile, of 12% or £2.9m was appropriate.	If collection rates were to deteriorate and sundry debt increased by 10% with the same age debt profile, additional impairment of £246k would be required. If 10% of the debt portfolio was one year older, additional impairment of £179k would be required.
Business Rates	The Business Rates Retention Scheme was introduced on 1 April 2013 and the Council is now liable for its proportionate share of successful business rate appeals. A provision has been recognised for an estimated amount that may be repaid as a result of successful appeals. There are two calculations that make up the estimate. The estimate for appeals against rates valuations from the 2010 List which applies to bills up to 2016/17 has been calculated using the Valuation Office ratings list of appeals and an analysis of successful appeals to date. A change in the Valuation Office process for appealing against rates bills means similar data is not available for appeals against rates valuations from the 2017 list which applies to rates bills from 2017/18. An estimate has been calculated using the MHCLG methodology applied in setting NDR budgets, which has been amended to be more applicable to the Council.	There are different classes of business, each of which have had historically different success rates of appeal. If all appeals against the 2010 list valuations lead to an additional 1% reduction in the rateable value to the estimated amount then the provision would need to be increased by £343k. This equates to an 18% increase in the estimated provision held in the Council's Balance Sheet. If the appeals against the 2017 List valuations lead to a 1% greater reduction in total rates due then the provision would need to be increased by £1,654k. This equates to a 31% increase in the estimated provision held in the Council's Balance Sheet.

44 Going Concern

Basis of preparation

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

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

Material uncertainties associated with continuing the current level of service provision

Although the Council has the basis to prepare its financial statements as a going concern, given the scale of the Council's financial position and ongoing risks to its future viability, as set out in the Narrative Report on pages 1 - 16 and below, there are material uncertainties on maintaining current levels of service provision in the next 12 months and beyond.

The Council's material uncertainties on service provision are linked to its funding streams, rather than from cashflow shortfalls. If COVID-19 related pressures increase during 2020/21, as shown in the table on page 76, due to a second wave and additional restrictions being implemented, and if these pressures are not resolved by additional funding from Government, the Council's reserve balances would be reduced beyond the minimum level advised by the CFO.

There are also material uncertainties on the current levels of service provision as set out in Phase One of the MTFS which estimates a budget gap of £35.7m for 2021/22 rising to £38.6m in 2023/24.

Without additional funding from Government there remains a risk that the Council may not be able to set a balanced budget for the 2021/22 financial year. Based on the information available at the time of publishing this document these uncertainties cast doubt over the Council's ability to continue operating the level of services currently provided for the next 12 months and beyond.

Funding and viability - basis for material uncertainty with operating the current level of service provision

Impact of Covid-19 on 2020/21 financial year

As outlined in the Narrative report on pages 1 - 16, the impact of COVID-19 has substantial implications for the Council's finances. The response to the pandemic has required:

- additional expenditure to ensure the Council could continue to deliver its statutory responsibilities, especially in Adult Social Care,
- additional responsibilities such as Test and Trace and establishment of the Coordination Hub to provide additional services to the vulnerable and shielding residents,
- income has been lost as a result of the restrictions on public and business activity put in place since mid-March 2020,
- a recognition of the significant detrimental impact on the wider economy, with the expectation that there will be a consequent reduction in funding from Council Tax and Business Rates.

As at the end of October 2020 Government has provided £25.0m of funding through additional COVID-19 grants during 2020/21, see following table.

Un-ringfenced Grants		Ringfenced Grants	
COVID-19 Funding 1	£5.3m	Infection Control	£3.5m
COVID-19 Funding 2	£5.6m	Test & Trace	£1.0m
COVID-19 Funding 3	£2.0m	Emergency Active Travel	£0.8m
COVID-19 Funding 4	£5.7m	Rough Sleeper	£0.5m
New Burdens	£0.2m	Other	£0.4m
Total	**£18.8m**	**Total**	**£6.2m**

The un-ringfenced grants are to fund the additional ongoing COVID-19 pressures, with the ringfenced funding for the additional responsibilities being undertaken as part of the national response. Further funding support is expected from Government with regards to the Income Compensation Scheme for Sales, Fees and Charges, and alternative provision for recognising the deficits in the Collection Fund for Council Tax and Business Rate collection.

The Council reviews and reports the financial impact of COVID-19 internally on a weekly basis and report to Cabinet on a monthly basis. The Council, along with all other local authorities, submit a monthly COVID-19 financial impact return to Ministry of Housing Communities and Local Government (MHCLG). The following table summarises the financial impact reported in each month against available reserve balances (for detailed reserve balances as at the end of March 2020 see Notes 15 and 16). The Council is forecasting additional pressures of £38.1m as a result of additional costs and lost income. This is reduced to £4.4m after applying £33.7m of additional funding from both central government departments and the Cambridgeshire and Peterborough Clinical Commissioning Group (CPCCG).

Source of Pressure & Income	April Return1 £m	May Return 2 £m	June Return 3 £m	July Return 4 £m	August Return 5 £m	September Return 6 £m	October Return 7 £m
Direct COVID-19 expenditure	7.0	10.1	19.2	23.4	22.6	26.2	25.2
Loss of income	6.8	6.0	6.8	7.9	6.7	7.2	7.4
Non-delivered 2020/21 savings plans	4.5	4.8	4.7	6.6	5.5	5.5	5.5
Total Pressures	**18.3**	**20.9**	**30.8**	**37.9**	**34.8**	**38.9**	**38.1**
COVID-19 response fund & un-ringfenced grants	(11.0)	(11.0)	(11.0)	(13.2)	(13.2)	(13.2)	(18.8)
Additional funding and ring-fenced grants*	-	-	(5.7)	(9.9)	(9.9)	(14.7)	(14.9)
Revised Net Position	**7.3**	**9.9**	**14.1**	**14.8**	**11.8**	**11.0**	**4.4**
General Fund	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Uncommitted earmarked reserves	6.7	6.7	6.7	6.7	6.7	6.7	6.7

**includes SFC Income Compensation Scheme at £3.9m*

The impact of these COVID-19 pressures will have a significant effect on the Council's forecast outturn position, and longer-term implications for the future year's budgets. The Council has now submitted seven returns to MHCLG, with the most recent return being submitted on 6 November.

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The previous table shows that if no further funding is made available by Government reserves would need to be utilised to fund the remaining forecast pressures. The table demonstrates the financial stress that the pandemic has placed on the Council's finances throughout the 2020/21 financial year, with the balance of reserves reduced either to a minimum level recommended by the Chief Financial Officer (CFO) or extinguished. Based on these monthly assessments and projections, during the summer of 2020 the CFO initiated detailed discussions with the Ministry of Housing, Communities and Local Government (MHCLG) to discuss the Council's future financial position. Following on from these discussions on 1 October 2020 the Council formally wrote to MHCLG as advised through the modified guidance issued by CIPFA, that Councils under budgetary pressure due to COVID-19 have the time and space to explore alternatives to freezing spending when budgets do not balance, as per section 114 of the Local Government Finance Act 1988. Both organisations continue to work closely to find alternative solutions for both the 2020/21 and resultant 2021/22 financial years as the Council supports its community through the pandemic.

Impact of Covid-19 on 2021/22 and future years

The Council published Phase One of the 2021/22 - 2023/24 Medium Term Financial Strategy (MTFS) on the 16 October, and was presented to Cabinet on the 26 October 2020. Phase One recognised that the impact of COVID-19 will create additional pressures for the 2021/22 and future financial years. Pressures for 2021/22 currently identified include:

- Forecast loss of £2.4million in parking revenue
- Council tax deficit of £2.8million as a result of people being unable to pay, and an increase in households receiving council tax support
- Business rates deficit of £7.2million as a result of businesses being unable to pay their rates because of the impact on their operational activities
- Additional £13.8 million on providing Adult Social Care services differently during the pandemic
- £2.2m to provide accommodation for all rough sleepers so that they could isolate safely
- Inability to achieve £5.5million of the savings that the Council expected to in the current year which creates a pressure in-year and next financial year

As a result, the Council estimates a funding gap in its budget for 2021/22 of £35.7million with reduced recourse to useable reserves. The following table summarises the estimated funding gap over the as at Phase One of the MTFS.

Phase One MTFS	2021/22 £000	2022/23 £000	2023/24 £000
Budget gap from 2020/21 MTFS	14,245	14,808	14,609
Budget pressure & service demand	11,892	12,649	15,168
Funding changes	3,809	3,515	3,165
Non-delivery of savings plans	5,058	4,978	4,978
Collection Fund losses	3,323	3,323	3,323
Savings & income	(2,659)	(2,659)	(2,659)
Total	**35,668**	**36,614**	**38,584**

Work continues validating the MTFS budget gap position and robustly challenging the delivery of all saving plans, alongside robust demand management action. The estimates will be reviewed following updates to assumptions as new information is available from Government on future funding streams and emerging trends from the impact of COVID-19. This will form part of Phase Two of the MTFS which will be presented to Council in March 2021. At present the Council is exposed to unknowns in the Council's operating environment on which to base its budget assumptions. Such uncertainties include:

- Increase in demand for council services
- Market sustainability of key service providers
- The inability to forecast with any certainty the future profile of recovery for income generators such as car parking
- Uncertainty with how to profile business rate income given the reduction in government support, and associated closures of businesses due to COVID-19 impact
- Uncertainty with the increase to Local Council Tax Support scheme with any future recession
- Continued uncertainty from the overall impact in funding of the local government sector from central government
- Unknown financial and demand impact from any future national or local COVID-19 related lockdown
- Unknown indirect impacts from any future global recession with no previous experience to base it on
- Limited resources to implement any recovery or transformational change

As a result of the above conditions and the limited recourse to reserves it remains true that the Council is unable to address its estimated underlying funding shortfall of £35.7m through budget savings alone, as outlined in Phase One of the MTFS. The Council and MHCLG are in discussions to find alternative solutions for both the 2020/21, and in turn the 2021/22, financial years as the council supports its community through the pandemic as the Council's material uncertainties on service provision are linked to its funding streams.

No material uncertainty expressed on the Council's liquidity position

Impact of Covid-19 on cash flow - borrowings

	31 March 2020	Est. March 2021	Est. March 2022
Borrowings (Note 27)	£526.1m	£610.4m	£686.2m
Capital Financing Requirement (Note 24)	£588.4m	£672.7m	£727.0m
'Under borrowed' position	**£62.3m**	**£62.3m**	**£40.8m**
Ability to borrow 'in advance of need' limit	£757.4m	£816.7m	£836.0m

The previous table shows the total indebtedness and borrowing limit estimates for the Council up to March 2022. As per legislation, the Council can only borrow to fund capital expenditure, and for short-term cash flow variations. Therefore, factors which the Council takes into consideration for cash flow projections include:

- the Capital Financing Requirement (CFR) - this a measure of the capital expenditure incurred historically by the Council that has yet to be financed.
- the ability for the Council to borrow for its capital programme 'in advance of need' in order to take advantage of favourable interest rates that might be available now for future capital expenditure. This activity is reflected in the 'Operational Boundary and Authorised Limit' performance measure, further information about these aspects can be found in the Treasury

Management Strategy, Section 9 of the 2020/21 - 2022/23 Medium Term Financial Strategy.

The 'under borrowed' position, or internal borrowing position, shown in the previous table is consistent with the Council's Treasury strategy to minimise interest costs, or cost of carry, by using the strength of the Council's balance sheet ie reserve cash balances, creditor payment timings, and Collection Fund tax collection. It means that the Council has £62.3m before its actual borrowing amount equals its CFR, as Councils can only borrow to fund capital. This provides the 'headroom' on the amount of borrowing permissible to fund all Council operating activities.

The Council's debt maturity profile facilitates the strategy to take new borrow as short term in terms of the risk management of maturing debt. Short term debt is preferably taken from Local Authorities as those short-term rates are more competitive than the equivalent Public Works Loan Board (PWLB) rates, and supports sector as a whole. As part of this strategy is the recognition that inter-Local Authority lending is likely to reduce post-Christmas in line with usual cash activity in the sector. Should Local Authority borrowing reduce, then the Council will access borrowing from the PWLB at term length relevant to its interest rate, existing maturity profile and the assets being funded.

Impact of Covid-19 on cash flow - investments

The Council anticipates that investment returns are likely to remain low during the remainder of 2020/21 with little increase expected over the MTFS period. The risk within the economic forecast means that a cautious approach in the Council's treasury operations will be maintained, such that any investments will be made for cash flow purposes only and on a short-term basis eg a grant received in advance of expenditure. Therefore, investment activity is kept to a minimum.

45 Authorisation of the Accounts

The Acting Director of Corporate Resources authorises these accounts to be issued on the 30 November 2020.

31 March 2019 £000	Collection Fund Statement	Notes	31 March 2020 Business Rates £000	Council Tax £000	Total £000
	Income				
(91,054)	Council Tax Receivable		-	(96,774)	(96,774)
(100,812)	Business Rates Receivable	3	(100,310)	-	(100,310)
	Contribution to Previous Year's Deficit:				
286	Peterborough City Council	4	506	-	506
6	Cambridgeshire & Peterborough Fire Authority		10	-	10
292	Central Government		516	-	516
(191,282)	Total Income		(99,278)	(96,774)	(196,052)
	Expenditure				
	Precepts:				
74,023	Peterborough City Council	4	-	78,048	78,048
3,868	Cambridgeshire & Peterborough Fire Authority		-	4,071	4,071
11,180	Cambridgeshire Police Authority		-	12,815	12,815
89,071	Total Precepts		-	94,934	94,934
	Business Rates Share:				
45,129	Peterborough City Council	4	45,383	-	45,383
921	Cambridgeshire & Peterborough Fire Authority		926	-	926
46,050	Central Government		46,309	-	46,309
92,100	Total Business Rates Shares		92,618	-	92,618
	Charges to Collection Fund:				
2,293	Increase / (Decrease) in Bad Debt Provision		1,345	1,392	2,737
3,879	Increase / (Decrease) in Provision for Appeals		(293)	-	(293)
270	Cost of Collection		271	-	271
3,242	Transitional Payment Protection		1,001	-	1,001
336	Renewable Energy Disregard	4	343	-	343
10,020	Total Charges to Collection Fund		2,667	1,392	4,059
	Contribution to Previous Year's Estimated Surplus:				
1,188	Peterborough City Council	4	-	201	201
64	Cambridgeshire & Peterborough Fire Authority		-	11	11
179	Cambridgeshire Police Authority		-	31	31
1,431	Total Contribution to Previous Year's Estimated Surplus		-	243	243
1,340	**(Surplus) / Deficit Arising During the Year**		**(3,993)**	**(205)**	**(4,198)**
	Collection Fund Balance				
(2,126)	(Surplus) / Deficit Brought Forward 1 April		(366)	(420)	(786)
1,340	(Surplus) / Deficit Arising During the Year		(3,993)	(205)	(4,198)
(786)	**(Surplus) / Deficit Carried Forward 31 March**		**(4,359)**	**(625)**	**(4,984)**
	Allocated to:				
(527)	Peterborough City Council		(2,135)	(514)	(2,649)
(22)	Cambridgeshire & Peterborough Fire Authority		(44)	(27)	(71)
(54)	Cambridgeshire Police Authority		-	(84)	(84)
(183)	Central Government		(2,180)	-	(2,180)
(786)	**Total**		**(4,359)**	**(625)**	**(4,984)**

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1 Collection Fund Overview

The Collection Fund is an agent's statement that reflects the Council's statutory obligation as a billing authority to maintain the Collection Fund as a separate account to the General Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers of Council Tax and Non-Domestic Rates (NDR) and its distribution to local government bodies and the Government.

There is no requirement for a separate Collection Fund balance sheet. Instead Collection Fund balances are distributed across the balance sheet of the billing authority, the Government and precepting authorities.

2 Calculation of Council Tax Base

Council Tax Band	Ratio to Band D	No. of Dwellings	Band D Equivalent
A	6/9	34,878	23,252
B	7/9	21,086	16,400
C	8/9	14,345	12,751
D	9/9	8,282	8,282
E	11/9	4,444	5,432
F	13/9	1,929	2,786
G	15/9	964	1,607
H	18/9	70	140
Total		85,998	70,650

The Band D equivalent shown above is calculated by applying the relevant 'ratio to band D' to the number of dwellings but is before any adjustments for statutory discounts, exemption etc.; and the Council Tax Support Scheme and non-payment which are at the discretion of each council. The Council Tax base used for Council Tax setting purposes after taking account of these adjustments was 57,555 (56,259 for 2018/19).

3 Non-Domestic Rates

The Council collects Non-Domestic Rates (NDR) for its area based on local rateable values provided by the Valuation Office Agency (VOA) multiplied by a uniform business rate set nationally by the Government.

For 2019/20 the total non-domestic rateable value at the year-end is £237.6m (£236.9m in 2018/19). The national multipliers for 2019/20 were 49.1p for qualifying Small Businesses, with the standard multiplier being 50.4p for all other businesses (48.0p and 49.3p respectively in 2018/19).

4 Council Precept

Income from the Collection Fund reflected in Peterborough City Council Comprehensive Income and Expenditure Statement is shown below.

2018/19 £000	Council Precept	NDR £000	Council Tax £000	2019/20 Total £000
(119,152)	Precept / Share	(45,383)	(78,048)	(123,431)
(336)	Estimated Renewable Energy Disregard (RED)	(344)	-	(344)
-	Difference between actual & estimated RED	1	-	1
(1,474)	Share of Prior Year Estimated Deficit / (Surplus)	(506)	(201)	(707)
1,436	Reverse actual share prior year Deficit / (Surplus)	179	348	527
(527)	Share of Deficit / (Surplus)	(2,135)	(514)	(2,649)
(120,053)	**Total (Note 11)**	**(48,188)**	**(78,415)**	**(126,603)**

Statement of Accounting Policies

General Principles

The Statement of Accounts summarises the Council's transactions for the 2019/20 financial year and its position at the year-end 31 March 2020. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015.

The Statement of Accounts must be prepared in accordance with proper accounting practices. These practices are mainly the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, supported by International Financial Reporting Standards (IFRS).

The accounting convention adopted in the Statement of Accounts is principally historical cost. However some non-current assets and financial instruments are revalued.

Accruals of Income and Expenditure

Activity is accounted for in the year that it takes place, not when cash is paid or received.

Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract

Supplies are recorded as expenditure when they are consumed. If there is a gap between supplies being received and their use, they are carried as inventories on the Balance Sheet.

Services (including by employees) are recorded as expenditure when the services are received, rather than when payments are made.

Interest on borrowing and investments is accounted for using the effective interest rate of the financial instrument, not contract payments.

A debtor is recorded in the Balance Sheet where revenue has been recognised but cash not received.

A creditor is recorded in the Balance Sheet where expenditure has been recognised but cash not paid.

The balance of debtors is written down and a charge made to revenue for any income that might not be collected.

Cash and Cash Equivalents

Cash in hand and deposits with financial institutions repayable without penalty on 24 hours' notice or less.

Cash equivalents are highly liquid investments. They mature within three months of acquisition. They are readily convertible to a known cash value. There is an insignificant risk the value on conversion will change.

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

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

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

Changes in accounting policies are only made:

- when required by proper accounting practices

- to provide more reliable or relevant information about the effect of transactions, other events and conditions on the Council's financial position or performance.

Where a change in accounting policies is made, it is applied retrospectively (unless stated otherwise). This is done by adjusting opening balances and comparative amounts for the prior period as if the new policy had always applied.

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

Changes in accounting estimates are accounted for in current and future accounting periods. Changes in accounting estimates do not give rise to a prior period adjustment.

Charges to Revenue for Non-Current Assets

Services, support services and trading accounts are charged the cost of holding non-current assets: These charges are:

- depreciation
- revaluation and impairment losses (if there are sufficient accumulated gains in the Revaluation Reserve, such losses are written off against these)
- amortisation of intangible assets.

The Council does not raise Council Tax to fund any of these charges.

The Council must however make an annual contribution from revenue to reduce its overall borrowing requirement. This is termed the Minimum Revenue Provision (MRP). The MRP is determined prudently in accordance with statutory guidance.

Charges to the General Fund for non-current assets are replaced by the MRP. There is an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement (MIRS) for the difference between the two.

Council Tax and Business Rates

The Council is a billing authority and collects business rates (NDR) and council tax.

It collects council tax on behalf of itself and major preceptors. The major preceptors are Cambridgeshire and Peterborough Fire Authority and Cambridgeshire Police and Crime Commissioner.

The Fire Authority and the Government are entitled to shares of business rates income.

The Council must maintain a separate Collection Fund. The Fund accounts for the collection and distribution of amounts due in respect of council tax and business rates.

Under legislation billing authorities, major preceptors and Government share proportionately the risks and rewards that the amount of council tax and business rates collected could be less or more than forecast.

Accounting for Council Tax and Business Rates

The Council's share of council tax and business rates income is included in the Comprehensive Income and Expenditure Statement (CIES). However, regulations determine the amount of council tax and business rates that must be included in the Council's General Fund. The difference is recognised in the Collection Fund Adjustment Account and is included as a reconciling item in the MIRS.

The Balance Sheet includes the Council's share of the year-end balances of council tax and business rates. These are arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

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

Termination Benefits

Termination benefits reflect a decision by the Council to terminate an officer's employment before the normal retirement date. They may also reflect an officer's decision to accept voluntary redundancy. Termination benefits are charged in the appropriate service segment in the CIES.

The benefits are recognised when the offer of those benefits is irrevocable or when the Council recognises restructuring costs whichever is the earlier.

Termination benefits may involve the enhancement of pensions. Statutory provisions require the General Fund Balance to be charged with the amount payable to the pension fund or pensioner in the year. This may be different from the amount calculated under accounting standards. In the MIRS appropriations are made to charge the General Fund Balance as required by statute.

Post-employment Benefits

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

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

These schemes provide defined benefits to members (retirement lump sums and pensions). The benefits are earned as employees work for the Council.

The arrangements for the Teachers' and NHS schemes mean that liabilities for these benefits cannot be identified to the Council. The schemes are therefore accounted for as if it were a defined contribution scheme. No liability for future payments of benefits is recognised in the Balance Sheet. The People and Communities line in the CIES is charged with the employer's contributions payable to Teachers' Pensions in the year. The People and Communities and Public Health lines are charged for the NHS scheme.

The Local Government Pension Scheme

The Scheme is accounted for as a defined benefits scheme.

Fund liabilities attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method. This is an assessment of the future retirement benefits earned to date by employees.

The assessment uses assumptions about mortality rates, employee turnover and future earnings of current employees.

Scheme liabilities are discounted to their current value. The discount rate is set by the actuary. It mirrors the yield on high quality corporate bonds.

The fund assets 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 net pension's liability is the difference between fund liabilities and assets. The change in the net pension's liability is analysed between service cost and re-measurements.

The service cost element is the change in current and past service costs plus a net interest change.

Pension liabilities increase over the accounting period as scheme members earn increased benefits. This is the current service cost. Current service cost is charged in the CIES to the services for which employees worked.

Past service cost is the increase in liabilities as a result of a scheme amendment or curtailment. The change applies only to benefits earned in previous accounting periods. Past service cost is charged to Resources in the CIES.

Net interest on the net defined benefit liability is calculated by applying the discount rate to the net liability during the accounting period. It is charged below the cost of services in the CIES as part of the deficit in the provision of services.

Re-measurements are the return on plan assets and actuarial gains and losses. Re-measurements are charged below the deficit on the provision of services in the CIES.

The return on plan assets excludes the net interest on liabilities that is already included in the service element.

Actuarial gains and losses are differences from past actuarial assumptions or changes in the assumptions

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 transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the 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.

Events after the Balance Sheet Date

These are events that occur between the end of the accounting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- If events provide new evidence of conditions that existed at the balance sheet date the Statement of Accounts is adjusted.
- Other events are only indicative of conditions that arose after the balance sheet date. The Statement of Accounts is not adjusted. But where such a category of events would have a material effect, disclosure is made in the notes. The note sets out 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.

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Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Council is contractually committed to a financial instrument. They are initially measured at fair value. They are carried at their amortised cost.

The amount charged to revenue is based on the effective interest rate. The effective interest rate discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

The carrying value for most loans is outstanding principal repayable plus accrued interest. Interest charged to the CIES is the amount payable under the agreement.

But for three stepped rate loans, the amount charged to revenue is based on the effective interest rate.

Annual charges for these loans are made to the Financing and Investment Income and Expenditure line in the CIES. The charge is the carrying amount of the liability multiplied by the effective rate of interest.

For these loans the difference between the annual charge and the cash paid is reversed out in the MIRS.

Any premium or discount on redemption of loans is added to the amortised value of the replacement loan. Premiums and discounts are written down to the CIES. This is done by adjusting the effective interest rate. Regulations allow the impact on the General Fund Balance to be spread over future years. The Council has a policy of spreading the charge over the remaining term of the loan replaced.

The amount charged to the CIES may differ from the charge against the General Fund Balance. An appropriate transfer is made from the Financial Instruments Adjustment Account in the MIRS.

Financial Assets

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

- amortised cost
- fair value through profit or loss (FVPL), and
- fair value through other comprehensive income (FVOCI)

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

Financial Assets Measured at Amortised Cost

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

When soft loans are made, a loss is recorded in the CIES (debited to the appropriate service) for the present value of the interest that will be foregone over the life of the instrument, resulting in a lower amortised cost than the outstanding principal.

Interest is credited to the Financing and Investment Income and Expenditure line in the CIES at a marginally higher effective rate of interest than the rate receivable from the voluntary organisations, with the difference serving to increase the amortised cost of the loan in the Balance Sheet. Statutory provisions require that the impact of soft loans on the General Fund Balance is the interest receivable for the financial year – the reconciliation of amounts debited and credited to the CIES to the net gain required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

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

Expected Credit Loss Model

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

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

Financial Assets Measured at Fair Value through Profit or Loss

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

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

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

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

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

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

Instruments Entered Into Before 1 April 2006

The Council entered into a financial guarantee that is not required to be accounted for as a financial instrument. This guarantee is reflected in the Statement of Accounts in the contingent liability note in accordance with the Contingent Liability accounting policies.

Government Grants and Contributions

Government grants and third party contributions and donations are recognised 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

This applies whether the grants and contributions are paid on account, by instalments or in arrears. Grants and contributions are held as creditors in the Balance Sheet until conditions have been satisfied.

Grants and contributions are not credited to the CIES until conditions attached to the grant or contribution have been satisfied.

Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset in the form of the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Once conditions are satisfied, the grant or contribution is credited to the CIES. For attributable revenue grants and contributions this is to the relevant service line. For non ring-fenced revenue grants and all capital grants this is the Taxation and Non-specific Grant Income and Expenditure line.

Where capital grants are credited to the CIES, they are reversed out of the General Fund Balance in the MIRS. 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.

Intangible Assets

Non-monetary assets that do not have physical substance are intangible assets. The assets are controlled by the Council as a result of past events (e.g. software licences). Non-monetary assets are capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Council.

Internally generated assets are capitalised where:

- It is demonstrable that the project is technically feasible and is intended to be completed (with adequate resources being available)
- The Council will be able to generate future economic benefits or deliver service potential by being able to sell or use the asset.

Expenditure is capitalised where it can be measured reliably as attributable to the asset. Capitalisation is restricted to the development phase. Research expenditure is not capitalised.

Expenditure on the development of websites is not capitalised if the website is solely or primarily intended to promote or advertise the Council's goods or services.

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Council can be determined by reference to an active market. This is the case with the Mayor's car licence plate.

The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the CIES.

An asset is tested for impairment whenever there is an indication that the asset might be impaired. Any losses recognised are charged to the relevant service line in the CIES. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Income and Expenditure line in the CIES.

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

Interests in Companies and Other Entities

The Council has material interests in companies and other entities that have the nature of subsidiaries, associates and joint ventures which require it to prepare group accounts if material. In the Council's own single-entity accounts, the interests in companies and other entities are recorded as financial assets at cost, less any provision for losses.

Investment Properties

Investment properties are used solely to earn rentals and capital appreciation. Property is not investment property if:

- used to deliver services
- used to produce goods
- held for sale.

Investment properties are measured initially at cost. They are subsequently carried at fair value. Fair value is the price that would be received selling the asset in an orderly transaction between market participants at the measurement date.

As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are revalued annually according to market conditions at the year-end.

Rentals received in relation to investment properties are credited to the Financing and Investment Income line in the CIES and increase the General Fund Balance.

Gains and losses on revaluation or disposal are posted to the Financing and Investment Income and Expenditure line in the CIES. Statute prevents such gains and losses having an impact on the General Fund Balance. They are transferred out of the General Fund Balance in the MIRS. They are transferred to the Capital Adjustment Account. Sale proceeds greater than £10,000 are transferred to the Capital Receipts Reserve.

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.

Leases may comprises both land and buildings. The land and buildings elements are classified separately.

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.

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<u>The Council as Lessee</u>

Finance Leases

Property, plant and equipment is recognised on the Balance Sheet at fair value at the start of the lease. The present value of the minimum lease payments is used if lower.

The asset is matched by a liability to pay the lessor. Initial direct costs of the Council are added to the carrying amount. The lease liability is written down by any premium paid on entry.

Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- a charge for the acquisition which is applied to write down the lease liability, and
- a finance charge which is debited to the Financing and Investment Income and Expenditure line in the CIES.

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets. But depreciation is charged over the lease term if:

- the lease term if this is shorter than the asset's estimated useful life, and also
- ownership of the asset does not transfer to the Council at the end of the lease period.

The Council does not raise Council Tax to cover depreciation or revaluation and impairment losses. A prudent contribution is made from revenue funds under statutory requirements.

The difference is accounted for by a transfer from the MIRS to the Capital Adjustment Account.

Operating Leases

Rentals are charged to the relevant service line in the CIES. Charges are spread equally over the life of the lease. The pattern of actual payments under the lease may be different.

<u>Council as Lessor</u>

Finance Leases

At the start of the lease the carrying amount of the asset is written out of the balance sheet. The write out is charged to the Other Operating Income and Expenditure line in the CIES.

The Council's net investment in the lease is credited to the same line and a long-term debtor asset is created in the Balance Sheet.

Lease rentals are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment which is applied to write down the lease debtor (any premiums received are also used to write down the lease debtor) and
- finance income which is credited to the Financing and Investment Income and Expenditure line in the CIES.

A gain on disposal is credited to the CIES. Statute does not allow the gain to increase the General Fund balance. The gain is required to be treated as a capital receipt.

A premium may be received on the grant of a lease. Any premium is transferred out of the General Fund Balance to the Capital Receipts Reserve in the MIRS.

A finance lease may be settled by the payment of rentals in future financial years. The income is transferred from the General Fund Balance to the Deferred Capital Receipts Reserve in the MIRS.

The capital receipt element of rentals writes down the lease debtor. Deferred capital receipts for the disposal are transferred to the Capital Receipts Reserve.

The written-off value of disposals is not a charge against Council Tax. The cost of non-current assets is fully provided for under capital financing. Write-offs are appropriated to the Capital Adjustment Account from the General Fund Balance in the MIRS.

Operating Leases

For an operating lease the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Income and Expenditure line in the CIES.

Credits are made evenly over the life of the lease. This may not match the pattern of payments. For example if there is a premium paid at the commencement of the lease.

Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the asset. The costs are charged over the lease term in the same way as rental income.

Overheads and Support Services

The costs of overheads and support services shown as part of the Directorates that they are managed within in accordance with the Council's arrangements for accountability and financial performance.

Property, Plant and Equipment (PPE)

Assets that are classified as Property, Plant and Equipment if they:

- have physical substance
- are held for use in the production or supply of goods or services, for rental to others or for administrative purposes
- are expected to be used during more than one financial year.

<u>Recognition</u>

The acquisition, creation or enhancement of PPE is capitalised on an accruals basis, provided:

- it is probable that future economic benefits or service potential will flow to the Council
- the cost of the item can be measured reliably.

Repair and maintenance expenditure that does not add to an asset's potential to deliver future economic benefits or service potential is charged as an expense when it is incurred.

<u>Measurement</u>

Assets are initially measured at cost, comprising:

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

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

The cost of assets acquired other than by purchase is deemed to be its current value. (Unless the acquisition does not have commercial substance and will not lead to a variation in the cash flows of the Council.)

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.

Donated assets are measured initially at fair value. Any difference between fair value and consideration paid is credited to the Taxation and Non-specific Grant Income and Expenditure line of the CIES.

If the donation has been made conditionally the gain is held in the Donated Assets Account until conditions are satisfied. Gains credited to the CIES are transferred out of the General Fund Balance to the Capital Adjustment Account in the MIRS.

Assets are then carried in the Balance Sheet using the measurement bases set out below.

Infrastructure is carried at depreciated historical cost. Infrastructure assets include roads, bridges and streetlights. Infrastructure is classed as inalienable assets. Expenditure on infrastructure is only recoverable by continued use of the asset. There is no prospect of sale or alternative use.

Infrastructure in the Balance Sheet includes a lump sum which transferred to the Council when Peterborough City Council was formed. It is not broken down on an asset by asset basis.

Since the Council's inception, additions and enhancements, recorded at cost, have increased the balance. These have been recorded in the Council's fixed asset register on an infrastructure asset type basis rather than by individual asset. Additions and enhancements from projects may relate to a number of infrastructure assets.

The infrastructure balance has been reduced annually by depreciation. This has been calculated using the Council's depreciation policy.

- Community assets and assets under construction are measured at historical cost.
- All other assets are measured at current value. Current value is determined as the amount that would be paid for the asset in its existing use (EUV).

For surplus assets the current value measurement base is fair value. This is estimated at highest and best use from a market participant's perspective

There may be no market-based evidence of current value because of the specialist nature of an asset. If so depreciated replacement cost (DRC) is used as an estimate of current value.

Some non-property assets have short useful lives or low values. Depreciated historical cost basis is used as a proxy for their current value.

Revaluation

Assets carried at current value are valued regularly. This ensures their carrying amount is not materially different from their current value at the end of the accounting period. As a minimum revaluation takes place every five years.

Increases in valuations are unrealised gains. They are credited to the Revaluation Reserve.

Gains that reverse a previous loss charged to a service are credited to the surplus or deficit on services in the CIES.

Assets that are demolished will be revalued to Nil unless it is material and revalued in the following year.

Decreases in value

The carrying amount is written down against any balance of gains for that asset in the Revaluation Reserve. Otherwise the carrying amount is written down against the relevant service line in the CIES.

The Revaluation Reserve was implemented in April 2007. It only recognises gains since then. Gains before have been consolidated into the Capital Adjustment Account.

Impairment

If the recoverable amount of an asset is materially different from its carrying value, an impairment loss is recognised.

The value is written down against any gains for the asset in the Revaluation Reserve. Otherwise the carrying amount is written down against the relevant service line in the CIES.

If the loss is later reversed it is credited to the relevant service line(s) in the CIES. The reversal is up to the amount of the original loss. An adjustment is made for depreciation that would have been charged if the loss had not been recognised.

Disposal and Decommissioning

Assets held for sale or PPE may be sold or decommissioned. The carrying amount in the Balance Sheet is written off to the Other Operating Income and Expenditure line in the CIES. This transfer is part of the gain or loss on disposal. In the case of academy school transfers, the loss on disposal for nil consideration is charged to the Financing and Investment Income and Expenditure line in the CIES.

An additional transfer will be made of the difference between the carrying value and the disposal proceeds. Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts.

The balance of receipts remains within the Capital Receipts Reserve. They can then only be:

- used for new capital investment
- 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 MIRS.

The written-off value of disposals is not a charge against Council Tax. The cost of non-current assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the MIRS.

Depreciation

Depreciation is provided on all PPE assets. The depreciable amount is systematically allocated over an asset's useful life.

An exception is made for assets without a determinable finite useful life. These include:

- freehold land
- certain Community Assets
- assets that are not yet available for use
- assets under construction.

Basis of Depreciation

Depreciation is calculated on the following bases:

- dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by a Valuer

- vehicles, plant and equipment – straight-line allocation over the useful life of the asset in the Balance Sheet, as advised by a suitably qualified officer
- infrastructure – straight-line allocation over various asset lives.

Where a PPE asset has major components whose individual cost is significant compared to total cost the components are depreciated separately.

Revaluation gains are also depreciated. 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 is transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Private Finance Initiative (PFI) and Similar Contracts

PFI and similar contracts are agreements for the Council to receive services. The PFI contractor is responsible for making available the PPE needed to provide the service. The Council is deemed to control the services that are provided under its PFI scheme. Ownership of the PPE will pass to the Council at the end of the contract for no additional charge. The Council therefore carries the assets used under the contract on its Balance Sheet as part of PPE.

The original recognition of these assets was at fair value. Fair value was calculated on the cost of purchasing the PPE. A liability for amounts due to the scheme operator for the capital investment was also recognised.

Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as PPE owned by the Council.

Amounts payable to the PFI operator each year are analysed into four elements:

- fair value of the services received during the year – debited to the relevant service in the CIES
- finance cost – an interest charge on the outstanding Balance Sheet liability, debited to the Financing and Investment Income and Expenditure line in the CIES
- contingent rent – increases in the amount to be paid for the property - these are debited to the Financing and Investment Income and Expenditure line in the CIES
- payment towards liability – applied to write down the Balance Sheet liability towards the PFI operator - the profile of write-downs is calculated using the same principles as for a finance lease.

Provisions

Provisions are made:

- where an event has taken place that gives the Council a legal or constructive obligation
- that the obligation probably requires settlement by a transfer of economic benefits or service potential
- 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 CIES. Provisions are charged in the year that the Council becomes aware of the obligation. They 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.

Payments eventually made 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.

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

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.

Reserves

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

When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year. It is included in the Surplus or Deficit on the Provision of Services in the CIES.

The reserve is then transferred back into the General Fund Balance so that there is no net charge against Council Tax for the expenditure.

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

Revenue Expenditure Funded from Capital under Statute (REFCUS)

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 for the Council has been charged as expenditure to the relevant service in the CIES in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources, or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of Council Tax.

Schools

The Code of Practice on Local Authority Accounting in the United Kingdom confirms that the balance of control for local authority maintained schools (ie those categories of school identified in the School Standards and Framework Act 1998, as amended) lies with the local authority.

The Code also stipulates that those schools' assets, liabilities, reserves and cash flows are recognised in the local authority financial statements.

Therefore schools' transactions, cash flows and balances are recognised in each of the financial statements of the Council as if they were the transactions, cash flows and balances of the Council.

PPE assets remain vested in the governing bodies of voluntary aided or controlled schools. Values and amounts relating to such bodies (other than undeveloped land for voluntary aided or controlled schools) have not been incorporated into the Council's Balance Sheet.

- The Council transfers academy school assets on a 125-year lease in accordance with national guidelines. As such they are subject to lessor finance lease policies (see leases policy).

Value Added Tax (VAT)

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

Group Accounts

Introduction

The Code of Practice requires local authorities with interests in subsidiaries, associates and/or joint ventures to prepare group accounts in addition to their own single entity financial statements, unless their interest is not considered material.

The Council has interests in a number of companies that are classified as a subsidiary, or joint venture, all of which have been considered for consolidation. One of these, Peterborough Limited trading as Aragon Direct Services, is considered to be material to the financial statements. Details of the companies considered for consolidation are shown further down.

The Group Accounts contain the core statements similar in presentation to the Council's single entity accounts but consolidating the figures of the Council with Peterborough Ltd.

The following pages include:

- Group Comprehensive Income and Expenditure Statement
- Group Balance Sheet
- Group Movement in Reserves Statement
- Group Cash Flow Statement
- Notes to the Group Accounts

Basis of identification of the Group Boundary

In its preparation of these Group Accounts, the Council has considered its relationship with entities that fall into the following categories;

- Subsidiaries - where the Council exercises control and gains benefits or has exposures to risks arising from this control. Where material these entities are included in the group
- Associates – where the Council exercises a significant influence and has a participating interest. The Council currently has no associates
- Jointly Controlled Entities – where the Council exercises joint control with one or more organisations. Where these are material they are included in the group
- No group relationship – where the body is not an entity in its own right or the Council has an insufficient interest in the entity to justify inclusion in the group financial statements. These entities are not included in the group

In accordance with this requirement, the Council has determined its Group Relationships as follows:

Name of Company	Type	Status
Peterborough Ltd	Subsidiary	Consolidated
Blue Sky Peterborough Limited	Subsidiary	Dormant
Opportunity Peterborough Limited	Subsidiary	Not material
Peterborough Investment Partnership LLP	Joint Venture	Not material
Medesham Homes LLP	Joint Venture	Not material
Medesham Limited	Joint Venture	Not material
NPS Peterborough Limited	Joint Venture	Not material
Empower Peterborough Community Interest Company	Joint Venture	Not material
Peterborough Museum & Art Gallery	Sole Trustee	Not material

Details of the bodies which have not been consolidated into the Group Accounts are contained in Note 13 Interest in Companies and Note 12 Related Parties.

Peterborough Ltd – Trading as Aragon Direct Services (ADS)

The Company is a wholly owned subsidiary of the Council which was incorporated on 31 July 2018. It is a company limited by shares and the share capital, held by the Council, is £1. Peterborough Ltd has been set up as a Teckal company which means that a minimum of 80% of its income will come from the Council.

Last year was its first year of full operation and it concentrated on providing a smooth transition of operational services, from the previous provider Amey, and on building a solid foundation for future growth.

Within ADS there are currently seven business units within its operations division:

- Recycling and waste - ADS carry out kerbside and communal collections for residual waste, recycling, food waste and garden waste. These are currently collected on alternate weekly collection system, residual waste one week and mixed recyclables the following week with a weekly food waste collection across most of the Council's area. Separately residents can opt into a paid for garden waste collection service, collected the same week as the recycling bin.
- Parks, trees and open spaces - ADS carry out landscaping and grounds maintenance including grass cutting, shrub and planted bed maintenance, hanging baskets, cleaning of litter from planted areas, tree maintenance and planting. This service area covers general grassed areas, sports pitches, as well as formal parks. They also carry out play inspection, maintenance and installation as well as specialist arboriculture services including inspection and works delivery.
- Street Cleaning - ADS carry out cleansing on public land and highways including removal of litter and detritus through manual and mechanical means, litter bin emptying, graffiti removal, street washing and fly tipping removal.
- Property and Professional Services - ADS have a multi-skilled team, who provide a range of services, including reactive and planned maintenance with robust programmes to deliver and capture statutory and routine premises checks, as well as design and construction works. This includes repair and upkeep of electrical, heating, air conditioning, gas, fire and intruder alarms as well as structural repairs and maintenance. The service also provides for the development and delivery of building extensions and new build for the Council across its services.
- Passenger Transport - ADS provide provision of buses and drivers for home to school transport, including Special Educational Needs (SEN) with additional staff to cater for service users specific needs.
- Building Cleansing - ADS provide building cleaning to council properties as well as various commercial locations.
- Fleet Maintenance - ADS maintain a fleet of 138 vehicles, including preventative maintenance inspection regime, reactive repairs and compliance and fleet planning.

Over the next three years ADS will focus on three main areas to move the business forward:

- Expanding its business
- Challenging the status quo and thinking differently
- Building strong foundations;

and together with proactive sales to third parties Peterborough Ltd has planned to move to profitability by the end of 2020/21.

The summary results of Peterborough Ltd to the year ended 31 March 2020 are shown in the table below.

2018/19 £000	Peterborough Limited	2019/20 £000
	Statement of Financial Position	
1,135	Current Assets	2,877
-	Non-Current Assets	-
(312)	Current Liabilities	(1,599)
(940)	Non-Current Liabilities	(1,750)
(117)	**Net Assets for the Accounting Period**	**(472)**
	Statement of Comprehensive Loss	
112	Revenue	14,349
87	Cost of Sales	(13,607)
(117)	Loss Before Tax	(355)
(117)	Loss After Tax	(355)

Group Comprehensive Income and Expenditure Statement (CIES)

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Councils raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

2018/19				**2019/20**		
Gross Expenditure £000	*Gross Income £000*	*Net Expenditure £000*	**Comprehensive Income & Expenditure Statement (CIES)**	**Gross Expenditure £000**	**Gross Income £000**	**Net Expenditure £000**
873	*(76)*	*797*	Business Improvement	1,179	(120)	1,059
2,170	*(672)*	*1,498*	Chief Executives	2,590	(823)	1,767
7,631	*(907)*	*6,724*	Customer & Digital Services	8,700	(796)	7,904
5,681	*(1,122)*	*4,559*	Governance	6,816	(2,103)	4,713
309,667	*(204,199)*	*105,468*	People & Communities	279,780	(180,637)	99,143
56,681	*(13,371)*	*43,310*	Place & Economy	49,637	(19,170)	30,467
11,083	*(11,110)*	*(27)*	Public Health	11,289	(11,000)	289
90,787	*(66,987)*	*23,800*	Resources	82,976	(58,288)	24,688
29	*(20)*	*9*	Peterborough Limited	13,424	(1,593)	11,831
484,602	*(298,464)*	*186,138*	**Cost of Services**	**456,391**	**(274,530)**	**181,861**
12,900	*(9,661)*	*3,239*	Other Operating Income & Expenditure	8,750	(1,991)	6,759
104,590	*(7,727)*	*96,863*	Financing & Investment Income & Expenditure	35,932	(5,542)	30,390
2,642	*(166,143)*	*(163,501)*	Taxation & Non-Specific Grant Income & Expenditure	2,829	(178,801)	(175,972)
604,734	*(481,995)*	*122,739*	**(Surplus) / Deficit on Provision of Services**	**503,902**	**(460,864)**	**43,038**
		(5,571)	(Surplus) / Deficit on Revaluation of Non-Current Assets			(20,583)
		46,056	Actuarial (Gains) / Losses on Pension Assets / Liabilities			(126,988)
		40,485	**Other Comprehensive Income & Expenditure**			**(147,571)**
		163,224	**Total Comprehensive Income & Expenditure**			**(104,533)**

Group Movement in Reserves Statement (MiRS)

This statement shows the movement in the year on the different reserves held by the whole Group, analysed into 'usable reserves' (ie. those that can be applied to fund expenditure or reduce local taxation) and other 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 the statutory adjustments required to return to the amounts chargeable to council tax for the year.

Movement in Reserves during 2018/19 and 2019/20	**Council's Usable Reserves**	**Subsidiary Usable Reserves**	**Total Group Usable Reserves**	**Council's Unusable Reserves**	**Subsidiary Unusable Reserves**	**Total Group Unusable Reserves**	**Total Group Reserves**
	£000	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**
Balance at 1 April 2018	*(47,674)*	-	*(47,674)*	*137,469*	-	*137,469*	*89,795*
Movement in Reserves during 2018/19							
Total Comprehensive Income & Expenditure	*122,622*	*117*	*122,739*	*40,485*	-	*40,485*	*163,224*
*Adjustments between Group accounts and Council accounts**	*108*	*(108)*	-	-	-	-	-
Net Increase / Decrease before Transfers	*122,730*	*9*	*122,739*	*40,485*	-	*40,485*	*163,224*
Adjustments between accounting basis & funding basis under regulations	*(124,312)*	-	*(124,312)*	*124,312*	-	*124,312*	-
(Increase) /Decrease in 2018/19	*(1,582)*	*9*	*(1,573)*	*164,797*	-	*164,797*	*163,224*
Balance at 31 March 2019	*(49,256)*	*9*	*(49,247)*	*302,266*	-	*302,266*	*253,019*
Balance at 1 April 2019							
Total Comprehensive Income & Expenditure	42,683	355	***43,038***	(147,571)	-	***(147,571)***	***(104,533)***
Adjustments between Group accounts and Council accounts*	(11,522)	11,522	**-**	-	-	**-**	**-**
Net Increase before Transfers	*31,161*	*11,877*	***43,038***	*(147,571)*	-	***(147,571)***	***(104,533)***
Adjustments between accounting basis & funding basis under regulations	(30,012)	-	***(30,012)***	30,012	-	***30,012***	**-**
(Increase) / Decrease in 2019/20	*1,149*	*11,877*	***13,026***	*(117,559)*	**-**	***(117,559)***	***(104,533)***
Balance at 31 March 2020	*(48,107)*	*11,886*	***(36,221)***	*184,707*	**-**	***184,707***	***148,486***

*These adjustments remove income and expenditure between the Council and Peterborough Limited

Group Balance Sheet

The Balance Sheet shows the value of the assets and liabilities recognised by the Group. The net assets of the Group (assets less liabilities) are matched by the reserves held by the Group. Reserves are reported in two categories.

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

31 March 2019	**Balance Sheet**	**Notes**	**31 March 2020**
£000			**£000**
548,941	Property, Plant & Equipment		568,190
25,676	Investment Property		23,551
9,144	Intangible Assets		8,405
432	Long term Debtors		759
584,193	**Long Term Assets**		**600,905**
17	Short Term Investments		3
464	Inventories	1	683
76,789	Short Term Debtors	2	83,931
16,015	Cash & Cash Equivalents	5	11,730
128	Current Intangible Asset		-
1,217	Assets Held for Sale		2,015
94,630	**Current Assets**		**98,362**
(69,062)	Short Term Borrowing		(106,457)
(63,779)	Short Term Creditors	0	(70,246)
(9,088)	Provisions		(10,174)
(141,929)	**Current Liabilities**		**(186,877)**
(332,035)	Long Term Creditors (Pension Liability)		(221,488)
(175)	Provisions		(356)
(392,087)	Long Term Borrowing		(374,587)
(45,720)	Other Long Term Liabilities		(44,807)
(19,896)	Capital Grants Receipts in Advance		(19,638)
(789,913)	**Long Term Liabilities**		**(660,876)**
(253,019)	**Net (Liabilities) / Assets**		**(148,486)**
(49,247)	Usable Reserves		(36,221)
302,266	Unusable Reserves		184,707
253,019	**Total Reserves**		**148,486**

Peter Carpenter – Acting Director of Corporate Resources November 2020

Group Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Group during the reporting period. The statement shows how the Group generates and uses cash and cash equivalents by classifying cash flows between operating, investing and financing activities. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Group'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 Group.

2018/19		Notes	**2019/20**
£000	**Cash Flow Statement**		**£000**
122,739	Net (Surplus) / Deficit on the Provision of Services		43,038
(85,444)	Adjust net (Surplus) / Deficit on the Provision of Services for Non Cash Movements		(73,811)
(60,782)	Adjust for Items Included in the Net (Surplus) / Deficit on the Provision of Services that are Investing & Financing Activities		(4,275)
(23,487)	**Net Cash Flows from Operating Activities**		**(35,048)**
55,368	Investing Activities	4	59,726
(39,140)	Financing Activities		(20,393)
(7,259)	**Net (Increase) / Decrease in Cash & Cash Equivalents**		**4,285**
8,756	Cash & Cash Equivalents at the Beginning of the Reporting Period		16,015
7,259	Increase / (Decrease) in Cash and Cash Equivalents		(4,285)
16,015	**Cash & Cash Equivalents at the end of the Reporting Period**	5	**11,730**

1 Inventories

The value of current assets that consist of raw materials, work in progress and unsold finished goods at the year-end are as follows.

31 March 2019 £000	Inventories	31 March 2020 £000
374	Westcombe Industries Stock	397
8	Peterborough Limited Stock	222
82	Other Stock Balances	64
464	**Total**	**683**

2 Debtors

Amounts owed to the Group but not yet received at the year-end are as follows.

31 March 2019 £000	Debtors (Each item is net of impairment)	31 March 2020 £000
12,952	Cambridgeshire & Peterborough CCG	9,228
673	Cambridgeshire & Peterborough Combined Authority	2,674
1,673	Capital Funding Contributions	1,284
3,544	Central Government Departments	5,719
8,047	Council Tax Arrears	9,127
1,630	Cross Keys Homes	1,477
2,138	Housing Benefit Overpayments	1,247
2,080	NNDR Arrears	1,609
526	Other NHS Organisations	1,594
6,186	Payments in Advance	7,956
1,269	Commercial Property Rent Arrears	2,108
289	Peterborough Limited Debtors	899
12,736	General Debtors	15,968
53,743		60,890
23,046	Outstanding Balances on Loans Granted ECS Peterborough 1 LLP (Notes13,	23,046
76,789	**Total Debtors**	**83,936**

3 Creditors

Amounts owed by the Group for goods and services received prior to the year-end are as follows.

31 March 2019	**Creditors**	**31 March 2020**
£000		**£000**
(1,062)	Council Tax Overpaid	(1,857)
(1,005)	Council Tax Prepaid	(1,401)
(2,610)	NDR Overpaid	(2,470)
(1,159)	NDR Prepaid	(635)
(6,981)	NDR Preceptors	(8,176)
(8,769)	Deposits / Receipts in Advance	(13,395)
(2,372)	Accrual Accumulated Absences	(2,916)
(1,216)	Short Term Finance Lease Liabilities	(1,260)
(113)	Peterborough Limited Creditors	(1,546)
(38,492)	General Creditors	(36,590)
(63,779)	**Total Creditors**	**(70,246)**

4 Cash Flow Statement – Investing Activities

The cash flows for investing activities include the following items:

2018/19	**Cash Flow Statement – Investing Activities**	**2019/20**
£000		**£000**
59,739	Purchase of Property, Plant & Equipment, Investment Property & Intangible Assets	41,617
20,292	Other Payments for Investing Activities	18,946
(17,458)	Proceeds from the Sale of Property, Plant & Equipment, Investment Property	(822)
(7,205)	Proceeds from Short and Long Term Investments	(15)
55,368	**Net cash flows from investing activities**	**59,726**

5 Cash Flow Statement – Cash and Cash Equivalents

The balance of Cash and Cash Equivalents is shown in the following table. The ‘Bank Current Accounts’ line includes payments that have not yet cleared in the actual bank accounts.

2018/19	**Cash Flow Statement – Cash and Cash Equivalents**	**2019/20**
£000		**£000**
15,000	Short Term Cash Investments	9,700
44	Petty Cash & Imprest	38
971	Bank Current Accounts	1,992
16,015	**Total Cash & Cash Equivalents**	**11,730**

Accounting Policies

The accounting policies of the Group are the same as those applied to the Council’s single entity accounts.

Glossary

Accounting Period - 1 April to 31 March is the local authority accounting period. It is also termed the financial year.

Accruals - Revenue and capital income and expenditure are recognised as they are earned or incurred, not as money is received or paid. Transactions are accrued with income and expenditure due but unpaid at 31 March brought into the accounts.

Accumulating Compensated Absences Adjustment Account – Absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year.

Amortisation – The reduction in the useful economic life of a long term intangible asset. This may arise with the passing of time. It may also arise through obsolescence or technological changes.

Annual Governance Statement – Identifies the systems that the Council has in place to ensure that its business is conducted in accordance with the law and proper standards and that public money is safeguarded.

Balance Sheet – This statement is fundamental to the understanding of the Council's financial position at the year-end. It shows the balances and reserves at the Council's disposal and its long term indebtedness. It also shows the long term and net current assets employed in its operations.

Balances – The non-earmarked reserves of the Council. These are made up of the accumulated surplus of income over expenditure. This is known as the General Fund Balance. Adequate revenue balances are needed to meet unexpected expenditure or a shortfall in income. The Council may decide to use its revenue balances to reduce its budget and thus its call on the Collection Fund.

Budget - A statement of a Council's plans for net revenue and capital expenditure.

Business Rates Retention Scheme – the name given to the system of funding local authorities through the local government finance settlement. The local government sector retains 50% of the business rates they collect. In addition they also receive Revenue Support Grant to help support their services. The Government plans to introduce 75% retention by councils in 2019/20.

Capital Adjustment Account – This account was created at the end of financial year 2006/07. Its opening balance was made up of the balance on the Fixed Asset Restatement Account (FARA) and the Capital Financing Account.

Capital Charge - A charge to service revenue accounts for the cost of non-current assets used in the provision of their services.

Capital Expenditure - Expenditure on the acquisition or development of major assets which will be of use or benefit to the Council in providing its services beyond the year of account.

Capital Grant - A grant received towards the capital expenditure incurred on a particular service or project. Capital grants can be made by a Council. An example would be grants to homeowners to meet the cost of improving their houses.

Capital Receipt - Proceeds from the sale of non-current assets such as land and buildings. Capital receipts can be used to finance new capital expenditure, repay debt or fund transformational change that lead to future revenue savings.

Cash Equivalent – An investment that is liquid and matures within three months. There is no significant risk to the value on redemption.

Code of Practice on Local Authority Accounting – The statutory accounting code published by CIPFA.

Collection Fund - A statutory fund in which a Council records transactions for Council Tax and business rates.

Community Assets - Assets that the local Council intends to hold in perpetuity. A useful life is not calculated for these assets. They are likely to have restrictions on their disposal. Examples of community assets are parks and open spaces.

Comprehensive Income and Expenditure Statement or CIES - Reports the income and expenditure for all the Council's services. The CIES demonstrates how services have been financed from general government grants and income from taxpayers.

Contingent rent (under a lease) – Additional rent that is not fixed in the lease terms.

Creditor - An amount owed by the Council for work done, goods received or services rendered to the Council within the accounting period but for which payment has not been made.

Current Asset - An asset which can be expected to be consumed or realised during the next accounting period.

Current Liability - An amount which will become payable or could be called in within the next accounting period.

Debt Redemption - The repayment of loans that were raised to finance capital expenditure.

Debtor - An amount owed to the Council within the accounting period, but not received at the Balance Sheet date.

Dedicated Schools Grant (DSG) – Grant received from Education Funding Agency to fund schools related expenditure.

Deemed Capital Investment (of a finance lease) - A calculation of the capital cost of an asset purchased by a finance lease. A minimum revenue provision must be made to redeem the cost.

Deferred Capital Receipts Reserve - Holds the gains recognised on the disposal of non-current assets for which cash settlement has not been made.

Defined Benefit (pension scheme) – A pension scheme where benefits are determined by years of service and salary earned.

Depreciation - The measure of the wearing out, consumption or other reduction in the useful economic life of a long term asset. This arises from use, time or obsolescence through technological or other changes.

Derecognition – The removal of an asset or liability from the balance sheet.

Direct Revenue Financing (DRF) - A contribution to the financing of capital expenditure by a charge to the Comprehensive Income and Expenditure Statement. This can be used to supplement the Council's other capital resources.

Effective Interest Rate (EIR) – The rate of interest that is consistent with estimated cash flows over the life of a financial instrument and its initial value in the balance sheet. It is calculated using discounted cash flow.

Fair Value – Fair value is used for setting the value for various assets in the balance sheet. It is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

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Financing Charges - Annual charges to the Comprehensive Income and Expenditure Statement to cover interest and principal of loans raised for capital expenditure.

Finance Lease - A lease that transfers substantially all of the risks and rewards of ownership of an asset to the lessee. In a finance lease the present value of the minimum lease payments plus any initial payment is substantially the fair value of the leased asset.

Financial Asset – A right to future economic benefits controlled by the Council. Examples include bank deposits, investments made and loans receivable by the Council.

Financial Instrument – This is an important definition in understanding the accounts. It includes both financial assets and liabilities. A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another.

Financial Liability – An obligation to transfer economic benefits controlled by the Council. Examples include borrowings, financial guarantees and amounts owed to trade creditors.

General Fund - The main fund of the Council that meets the cost of most services provided by the Council. The services are paid for from Council Tax, business rates, government grant and other income.

Government Grants and Subsidies - Grants towards either the revenue or capital cost of Council services. These may be either in respect of particular services or purposes, (specific and supplementary grants), or in aid of local services generally such as Revenue Support Grant.

Heritage Assets – A tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.

Historical Cost – The nominal or original cost.

IAS 19 - This is an International Accounting Standard now universally adopted across all sectors (public and private) for the inclusion and reporting of pension costs in the financial accounts. It is based on the principle of recognising pension costs in the financial year that they become known rather than the cash transfers made in that year – usually, this means that a higher cost arises. These (higher) costs are calculated each year by Actuaries who forecast changes in future liabilities and the performance of the Pension Fund in determining any potential shortfall. In local government, a Pension Reserve has been introduced to absorb this impact so that no additional costs fall on Council Taxpayers until they are actually due.

Impairment – Impairment arises where the estimated recoverable amount from an asset is less than the amortised cost at which the asset is being carried on the balance sheet.

Infrastructure Assets - Carriageways, footways and cycle tracks, structures, street lighting, street furniture, traffic management systems and land.

Investment Properties – Properties that are used solely to earn rentals or for capital appreciation.

Lessee – The holder or tenant of a lease.

Lessor – The person allowing occupation or use of property by a lease.

Loan Notes – A form of vendor finance or deferred payment, in which the purchaser acts as a borrower, agreeing to make payments to the holder of the transferable loan note at a specified future date.

Loans Outstanding - The total amounts borrowed from external lenders for capital and temporary revenue purposes and not repaid at the Balance Sheet date.

Minimum Lease Payments – Those lease payments that the Council is or can be required to make.

Minimum Revenue Provision (MRP) - This is the minimum amount that must be charged to the Council's Comprehensive Income and Expenditure Statement. It must be set aside to repay debt. MRP is charged in line with the life of the asset for which borrowing was undertaken.

Movement in Reserves Statement or MIRS – This statement shows the movement in the year on the different reserves held by the Council, analysed into 'usable reserves' (ie those that can be applied to fund expenditure or reduce local taxation) and unusable reserves.

Non-current asset - An asset which has value beyond one financial year.

Non-distributed costs – Discretionary retirement benefits and impairment losses on assets held for sale.

Non-Domestic Rates (NDR) or business rates - The rates payable by businesses on their properties are calculated by applying a nationally determined multiplier to the rateable value of the property. There is a lower multiplier for small businesses.

NDR Levy Payment – The Council pays a 6% levy to the government of its share of business rates income that exceeds settlement assumptions.

NDR Tariff Payment – at the outset of the business rates retention scheme the Council was calculated as having a higher business rate baseline compared to its baseline funding level, leading to a tariff payment.

Operating Leases - Leases under which the ownership of the asset remains with the lessor.

Precept - The amount a local authority that cannot levy a council tax directly on the public requires it to be collected on its behalf. The Council collects precepts on behalf of Cambridgeshire Police and Crime Commissioner, Cambridgeshire and Peterborough Fire and Authority and 25 Parish Councils.

Projected Unit Method - A method for calculating pension costs which takes full account of future salary increases. It is the method prescribed in relevant Accounting Standards.

Provisions - Required for any liabilities of uncertain timing or amount that have been incurred. Provisions are set aside in the accounts and charged to individual services. When the relevant expenditure occurs, it is charged direct to the Provision.

Prudential borrowing – Borrowing for capital purposes in accordance with the Prudential Code on affordability.

Reserves - Amounts set aside for purposes falling outside the strict definition of provisions are considered as reserves. Reserves include earmarked reserves set aside for specific projects or service areas, or expected future commitments.

Revaluation Reserve – This account was created on 1 April 2007 and its balance represents the revaluation gains accumulated since 1 April 2007.

Revenue Expenditure - The day-to-day running costs the Council incurs in providing services (as opposed to capital expenditure).

Revenue Support Grant (RSG) - A general grant to help finance local government revenue expenditure paid by the government. RSG is recognised in the General Fund.

Service cost (for pension liabilities) – part of the change in pension liabilities over the year.

Short term employment benefits – A benefit that will be settled within 12 months of the year-end. The benefits include salaries, sick leave and annual holiday entitlement.

Usable Reserves – Those reserves that can be applied by the Council to fund expenditure or reduce local taxation.

Unusable Reserves – Those reserves that absorb the timing differences arising from different accounting arrangements. Unusable reserves are not available to fund expenditure or reduce local taxation.

Table of Acronyms

BCF	Better Care Fund
BSP	Blue Sky Peterborough
CAA	Capital Adjustment Account
CCC	Cambridgeshire County Council
CIES	Comprehensive Income and Expenditure Statement
CIC	Community Interest Company
CIPFA	Chartered Institute of Public Finance and Accountancy
CMT	Corporate Management Team
CPCA	Cambridgeshire and Peterborough Combined Authority
CPCCG	Cambridgeshire and Peterborough Clinical Commissioning Group
CPFT	Cambridgeshire and Peterborough NHS Foundation Trust
CRC	Carbon Reduction Commitment Energy Efficiency Scheme
DfE	Department for Education
DSG	Dedicated Schools Grant
DMO	Debt Management Office
EFA	Expenditure and Funding Analysis
EIR	Effective Interest Rate
IAS	International Accounting Standard
LEP	Local Enterprise Partnership
LGA	Local Government Association
LGPS	Local Government Pension Scheme
LLP	Limited Liability Partnership
MHCLG	Ministry of Housing, Communities and Local Government
MIRS	Movement in Reserves Statement
MTFS	Medium Term Financial Strategy
NDR	Non-domestic Rate
PFI	Private Finance Initiative
PIP	Peterborough Investment Partnership
PPE	Plant Property and Equipment
PWLB	Public Works Loan Board
REFCUS	Revenue Expenditure Funded from Capital under Statue
RR	Revaluation Reserve

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Annual Governance Statement – 2019/20

Annual Governance Statement

Scope of Responsibility

Peterborough City Council (the Council) is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for and provides value for money. The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. That duty has grown in importance with the reduction in resources being made available for Local Authorities as part of the Government's on-going austerity programme.

In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, which include the arrangements for the management of risk, whilst facilitating the effective exercise of its functions.

The Council has established governance arrangements which are consistent with the seven principles of the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) Framework – Delivering Good Governance in Local Government. It has adopted a Local Code of Corporate Governance. The Annual Governance Statement sets out how the Council has complied with the Code and also meets with the regulation 4(2) of the Accounts and Audit Regulations 2015.

The Council meets the requirements of Regulation 6(1) b of the Accounts and Audit (England) Regulations 2015 in relation to the preparation and publication of an annual governance statement. It is subject to review by the Audit Committee when they consider both the draft and final Statements of Account and is approved by the Audit Committee in advance of them agreeing the Statement of Accounts.

The Council's financial management arrangements are consistent with the governance requirements of the Statement on the Role of the Chief Financial Officer in Local Government (2010). The principles being that the Chief Financial Officer (Acting Director of Corporate Resources):

- Is actively involved and is able to bring influence on the Authority's financial strategy;
- Leads the whole Council in the delivery of good financial management;
- Directs a fit for purpose finance function;
- Is professionally qualified and suitably experienced; and
- Is a key member of the Corporate Management Team.

All Statutory Officers have regular 1:1 sessions with the Chief Executive.

The issues identified as a significant governance issue and the progress made by management throughout the future financial year 2020 / 2021 to address these issues will be reported regularly to the Audit Committee with an assessment made in reducing the risk as part of their governance role within the Council.

The Purpose of the Governance Framework

The governance framework comprises the systems and processes, culture and values by which the Council is directed and controlled and its activities through which it accounts to, engages with and leads its communities. It enables the authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money. It also enables the Council to demonstrate to the public that it has effective stewardship of the public funds it is entrusted to spend.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level consistent with the risk appetite of the Council. It cannot eliminate all risk of failure to achieve policies, 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 and potential impact of those risks being realised, and to manage them efficiently, effectively and economically.

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

The Governance Framework

The Council is a unitary authority which was set up in 1998. Its strategic vision and corporate priorities are set out in the Peterborough Sustainable Community Strategy 2008–2021. An updated Corporate Strategy 2019-2022 was endorsed by Cabinet in February 2019 for consultation and final approval in July 2019. The control environment encompasses the strategies, policies, plans, procedures, processes, structures, attitudes and behaviours required to deliver good governance to all.

Key Elements of the Governance Framework

The key elements of the Council's governance framework are detailed against each principle in the CIPFA / SOLACE Framework – Delivering Good Governance in Local Government as follows:

Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

- The Council established a Constitution and Ethics Committee in May 2018 to oversee the Member and Officer Codes of conduct, the operation of the constitution and the Member Officer protocol. In its first two years of operation it has amended and updated the Member Code of Conduct and associated complaint procedures, overseen the drafting and issuing of a Social Media Code for members, updated the Member Officer protocol, introduced a procedure for the operation of a Shadow Cabinet, updated Council Standing Orders, Civic Protocol, Petitions Scheme and Officer Employment Rules. It has also considered the recommendations and best practice identified in the report by the Committee on Standards in Public Life on Local Government Standards and compared against the council's current procedures.
- In order to ensure Members and Officers behave with integrity to lead its culture of acting in the public interest there are appropriate processes in place to avoid conflicts of interest and gifts and hospitality. Regular monitoring has identified no concerns.
- Staff behaviour is governed by the Officer Code of Conduct.
- Third party challenge to the Council's operations is through a publicised complaints procedure.
- Confidential concerns can be raised through the Council's Whistleblowing Policy.
- A Counter Fraud Strategy has been established to deliver raised awareness of fraudulent activities and to provide proactive solutions to minimise the risks of fraud. Our policies have been reworked to reflect this.
- The scrutiny process as detailed in the Constitution enables those who are not Cabinet members to call in key decisions.
- The Council is managed by a Cabinet system as set out in the agreed Council Constitution which sets out the scheme of delegation between elected Members and Officers.
- Procurement arrangements recognise the importance of ethics and sustainability with appropriate evaluation of supplier's proposals for Social Value which includes sustainability issues supported by appropriate contract clauses and monitoring.
- Member and Officer relationships, governed by the Member Officer Protocol in the council's constitution, are mutually supportive and based on openness, honesty, trust and appropriate challenge. The latter is vital in making service changes and more self-sufficiency from citizens into reality.
- The Chief Executive is the Head of Paid Service and is supported by the Corporate Management Team. Cabinet portfolios are assigned on a function basis rather than directorate and subject to appropriate officer support.

- The Acting Corporate Director of Resources is the nominated Chief Financial Officer in accordance with Section 151 of the Local Government Act 1972. Internal Audit are provided direct and work in line with the Public Sector Internal Audit Standards. In 2018/19 the service was externally reviewed externally to ensure it demonstrated compliance with the Public Sector Internal Audit Standards
- The system of internal control is based upon a framework of comprehensive financial regulations and procedures. Control is based on regular management information, management supervision, and a structure of delegation and accountability.
- The Director of Law and Governance is the Monitoring Officer and is responsible for ensuring the Council acts in accordance with the law and the Constitution.

Principle B: Ensuring openness and comprehensive stakeholder engagement

- The Council has established clear vision and values linked to its strategic objectives (An updated Corporate Strategy was published in February 2019 for consultation and approval in July 2019).
- Council meetings are open to every citizen, are sound recorded and made available online, for example on Facebook.
- Community liaison schemes are in place to discuss major developments which will impact on the community, for example, works in relation to the Business Improvement District.
- The Council is a constituent Council of the Cambridgeshire and Peterborough Combined Authority which is responsible for a number of new powers devolved from central government.
- In order to demonstrate its openness, the Council also publishes its Pay Policy Statement; its Constitution; Council, Cabinet and Committee reports; and Payments over £500.
- Consideration of the final budget (Tranche 3) took place at Full Council on 4 March 2020. The Council Tax increase for the year was 3.99%, the maximum allowed by regulations (1.99% General Increase and 2.00% Adult Social Care). Tranches 1 and 2 of the budget were considered by Council in December 2019 and February 2020 respectively.

Principle C: Defining outcomes in terms of sustainable economic, social and environmental benefits

- Risk management is integral to the governance arrangements and the risk register is considered by the Audit Committee and the Corporate Management Team. The risk management framework consists of a policy statement; risk register; systems for mitigating and controlling risks; and systems for monitoring and reviewing. Effective risk management is monitored through the Risk Management Board to ensure consistent treatment and action across all Directorates.
- The Medium Term Financial Strategy sets out how services are delivered within the Council's financial resources, including how the Council is delivering innovative solutions to provide environmental and economic benefits to the citizens of Peterborough.

- In July 2019, the Council agreed there was a Climate Emergency and reports now have to contain, where relevant, a carbon Impact Assessment.
- Significant changes to services are supported by an Equality Impact Assessment.

Principle D: Determining the interventions necessary to optimise the achievement of the intended outcome

- Decisions are based on rigorous and transparent scrutiny and a relationship of trust between Members and Officers.
- In order to achieve long term financial targets the Council has set a budget for the year 2020 / 2021 supported by an appropriate Robustness Statement setting out an assessment of risk which sets out future savings required by the Council.
- All meetings and key decisions are included in the Councils Forward Plan which is published and available to the public.
- The Audit Committee is an essential part of good governance and is regularly assessed against best practice.
- The Council, in order to discharge its functions on Health, operates a dedicated Health Scrutiny Committee.
- Educational attainment is acknowledged as a particular priority and plans are set up to improve results in this area for the longer term.
- Performance management is undertaken across all areas, whether relating to individuals, processes or projects. Lessons learnt from mistakes are acted upon.

Principle E: Developing the entity's capacity including the capability of its leadership and the individuals within it

- Performance management framework is in place which covers all officers including an appraisal system with targeted, relevant training. Human Resources procedures set out the appointment process which is transparent.
- Regular meetings and 1:1's are held at all levels.
- The national agreement on pay and conditions of service is implemented as is the commitment to pay the Living Wage for its entire staff and the Council is also seeking to achieve this through its contractual arrangements.
- To ensure independent reviews of its systems, the Council operates an Internal Audit service (which in 2018/19 passed its 5 yearly assessment to assure compliance with Public Sector Internal Audit Standards), complying with best practice. Findings are reported to the Audit Committee. The Committee has the opportunity to call officers to account for weaknesses identified and how actions are being mitigated to address these weaknesses.
- Key partners who provide essential Council services are subject to independent oversight by Committees.
- The Cabinet Shareholder Committee provides oversight and scrutiny of entities the Council has an interest in, for example Peterborough Ltd.

- A protocol for the delivery of joint work with Cambridgeshire County Council was approved by Cabinet in September 2018 to ensure that as this increases over time there is the associated governance around its management and delivery. Key officers involved in joint working are required to complete s113 agreements.
- The Constitution is reviewed on at least an annual basis, with quarterly reports on potential changes going to the Council's Constitution and Ethics Committee and then on to full Council for a final decision.

Principle F: Managing risks and performance through robust internal control and strong public management

- The Councils Risk Management Framework has been set out under Principle C. This ensures there is continuous monitoring and reporting of risk.
- New Members are inducted prior to the Annual Meeting.
- All Cabinet meetings consider key matters including those on risk and performance and these are detailed in the Forward Plan.
- The Annual Budget is supported by commentary detailing its deliverability and is supported by an appropriate reserves policy. The final accounts are prepared in accordance with professional standards and subject to external audit.
- Information governance and compliance with the various policies, for example General Data Protection Regulation are regularly monitored through mandatory training.

Principle G: Implementing good practices in transparency, reporting and audit to deliver effective accountability

- As part of the Transparency Agenda the Council agreed to publish senior officer salaries over £50,000 and invoices over £500 on its web site.
- The Council is proactive in engaging with citizens and other key stakeholders.
- Clear protocols and robust processes are in place to allow Internal Audit and External Audit to undertake their activities to look to scrutinise and protect the authority's interests.

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 the Directors and Heads of Service within the Council who have responsibility for the development and maintenance of the governance environment, the Annual Internal Audit Opinion, and also by comments made by the external auditors and other review agencies and inspectorates. During 2019 / 2020, the works undertaken by the Internal Audit team was sufficient to be able to form the view for the Annual Internal Audit Opinion that there was a sound governance framework from which those charged with governance could gain reasonable assurance.

The Council's Constitution details Directors' responsibilities for the maintenance of controls within their departments. The system of internal control is subject to regular review by Internal Audit. The work of the service is informed by the Council's risk register, with the allocation of audit resources controlled through an annual risk- based operational plan, which is agreed by Audit Committee.

In addition to these arrangements the Council receives and responds to reports from other review and assurance mechanisms.

An External Audit of the accounts year ended 31 March 2019 undertaken by Ernst and Young was reported to the Audit Committee which concluded the accounts and working papers for the 2018/19 closure process were of high quality.

Significant Governance Issues

The Annual Governance Statement identifies governance issues and risks for the Council to address.
Tables 1 to 3 below sets out the governance issues which were previously reported and the progress in addressing them.

Table 1: 2016 / 2017 Progress on Previous Actions

	Area of Assurance	Assurance Gap / Proposal to Mitigate	Progress / Residual Status
17.04	**SCHOOL ATTAINMENT** Lead: Corporate Director: People and Communities	**Gap**: Damage to reputation through poor performance in published league tables compared to the national average. **Proposal**: Improvement plans and a programme of training has been developed and there is ongoing monitoring to look at the effectiveness of this in raising attainment in Peterborough schools.	Ongoing monitoring of standards and attainment are monitored through the Children and Education Scrutiny Committee.

Table 1: 2016 / 2017 Progress on Previous Actions			
	Area of Assurance	**Assurance Gap / Proposal to Mitigate**	**Progress / Residual Status**
17.11	**SCHOOL STATUTORY TESTING** Lead: Corporate Director, Resources	**Gap**: There are statutory requirements under several sets of regulations which require regular inspections and tests of systems and equipment. These can include lifts, hoists, air conditioning units, pressure systems, local exhaust ventilation systems and gas or electrical installations. An Internal Audit review of schools identified limited evidence that the programme of work was being managed or monitored. **Proposal**: As part of its work protocols, Internal Audit are following up on the issues identified which will be reported through to the appropriate channels.	Testing arrangements are now under the remit of Peterborough Limited and regular monitoring is in place through oversight of all property matters through coordination by the Property Manager.

Table 2: 2017 / 2018 Progress on Previous Actions			
	Area of Assurance	**Assurance Gap / Proposal to Mitigate**	**Progress / Residual Status**
18.01	**FINANCIAL MANAGEMENT** Lead: Acting Director of Corporate Resources	The budget for the Council is underpinned by a number of transformation projects and savings targets. There is a requirement to ensure that there is appropriate monitoring of these to ensure that these remain on track or alternatives options put in place to ensure the budget remains balanced.	Ongoing monitoring is in place to ensure that early indicators pick up on any budget pressures so that action can be taken, where applicable, to address this or look for alternative areas which could be used to reduce the deficit. Financial restrictions were put in place to curtail expenditure except in essential areas in July 2019 to bring budgets under control. This included a review of consultancy and agency spending on a weekly basis and all expenditure over £10,000 requiring a business case and then the approval of the S151 Officer.

Table 2: 2017 / 2018 Progress on Previous Actions			
	Area of Assurance	**Assurance Gap / Proposal to Mitigate**	**Progress / Residual Status**
			2019/20 budgets were re-baselined in September 2019 to ensure all stakeholders understood the makeup of the Councils Structural budget deficit and in the second half of the year addressed these issues. As part of the 2020/21 MTFS process, a financial improvement programme was introduced and implemented. A review of progress, including the detail listed above, will form a report to Audit Committee in July 2020.
18.04	**CORPORATE FRAUD** Lead: Chief Internal Auditor	With finite resources across the Council, there is a need to ensure that funds are used for their intended purpose and are not being misused or misappropriated. There are limited levels of fraud reported on across the Council. The Council will look to raise awareness across all departments, its contractors, suppliers and partners.	Awareness training remains outstanding. A new national "Fighting Fraud and Corruption Locally" strategy for the 2020s was released in March 2020 and will form the basis of developing E-learning material to be rolled out during the year across the organisation.
18.08	**EQUALITY AND DIVERSITY** Lead: Director of Law and Governance	While the Council has an Equality and Diversity Policy the action plans for embedding are now out of date. The policy was approved by the Employment Committee January 2011. Last revision of the policy was February 2017	2017 Equality and Diversity Policy was reviewed in May 2018 and no changes were required at that point. The Policy will; be next reviewed in May 2019 (was this ever done – I've not seen anything on this). In the budget process, all proposals that have an equalities impact have an Equalities Impact Assessment carried out and published for the consultation process.

Table 3: 2018 / 2019 Progress on Previous Actions			
	Area of Assurance	**Assurance Gap / Proposal to Mitigate**	**Progress / Residual Status**
19.01	**BUDGET RESILIENCE** Lead: Acting Director of Corporate Resources	As per the 2019/20 MTFS, the council has an ongoing budget deficit of circa £20m which needs to be delivered for the council to achieve a sustainable ongoing budget. Over the past 2 years this gap has been closed by the use of one off resources which is not a sustainable strategy. In order for the council not to move into financial difficulties, savings and efficiency proposals must be agreed in time for full delivery in 2020/21. Proposal: Savings, efficiency and commercial proposals to balance the 2020/21 budget need to be in place and agreed in Tranche 1 of the 2020/21 budget process to ensure delivery (as set out in the 2019/20 Stewardship Statement). To ensure this is delivered a concentrated budget option process will be followed during the summer of 2019 to ensure Members have options that can be scrutinised and agreed to deliver a balanced budget in 2020/21 and moves the Council to sustainability in the medium term	Tranche 1 and Tranche 2 proposals were referred through Cabinet and wider consultation allowing for a balanced budget being approved in March 2020, Ongoing delivery of savings will be monitored throughout the year. The Council engaged with external consultants as part of the budget process during the year to validate its approach and also identify best practice from other Local Government providers for implementation as part of the 2020/21 MTFS. The final budget still had a number of One-off savings in Tranche 2 but the underlying deficit figure for 2021/22 of £14.5m was £10m less than in previous years for year 2 of the MTFS. The 2020/21 budget was also supported by a Capitalisation Direction from the Department of Housing, Communities and Local Government. This will allow the council the time and resources to move to a sustainable position in 2020/21 and ongoing budgets.
19.02	**PARTNERSHIPS AND PROCURMENT ARRANGEMENTS**	A full review is required to ensure that contractual arrangements entered into by the council are to the benefit of the council and sustainable and follow all local and national legislation and best practice. Examples where this has been identified include:	A Procurement Board was set up in early 2020 but only met once due to the COVID-19 Emergency. Procurement, finance and Legal Services across both PCC and CCC have worked together to produce updated procurement processes due to COVID-19 which were launched in late April 2020.

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	Area of Assurance	Assurance Gap / Proposal to Mitigate	Progress / Residual Status
	Lead: Acting Director of Corporate Resources	• Issues that have been identified with the formation of the 2014 IT Strategy and the delivery of this strategy, especially around work linked to the Digital Front Door. From the work it has been identified Procurement rules were not followed/complied with. • Extension of the Empower loan. • That in the past, gifts and hospitality in relation to interactions with contractors have not been added to the gifts and hospitality register in a timely manner. <u>Proposal:</u> Review contract rules/compliance and setting up of cross council officer group to ensure compliance to Council and national rules, regulations and best practice for procurement and commissioning. Linkage of the project management and contracting processes to the monthly monitoring process to the Council to ensure best practice is followed and the Council deliver value for money from its contracts. Overview of Council companies via the Shareholders Committee to ensure companies are delivering to Council objectives. In September 2018, an internal audit review of Gifts and Hospitality was undertaken and gave a 'Reasonable Assurance' opinion. A review is being undertaken of the Officer Code of Conduct including Gifts and Hospitality – a confidential report is going to Constitution and Ethics Committee in July 2019 which will then need to go to the JNC and Employment Committee as it forms part of the terms of employment.	The Shareholder Committee started to meet in 2019/20 and almost fulfilled a full review of the Councils companies before meetings were suspended due to COVID-19. All expenditure over £10,000 after July 2019 required a business case and approval given the Council's financial position. This linked contract work to budgets and then through to monitoring and also included agency and consultancy expenditure.

	Area of Assurance	Assurance Gap / Proposal to Mitigate	Progress / Residual Status
		This will ensure: Correct contract specification and market warming • Minimisation of cost - to fit with Council's financial remit • Correct solutions for the Council's service strategies	
19.03	**BUDGET MONITORING** Lead: Acting Director of Corporate Resources	Financial monitoring goes to every CMT and every Cabinet. It does not contain any performance; information. For correct decision making both finance and performance must be included in the same report at the correct level of detail. <u>Proposal</u> That in 2019/20, monitoring will include both a financial and performance aspect. The initial performance data will be based on the data that is submitted to the GPC Committee at CCC - so both Councils are aligned for those services. Indicators will need to be designed for those services specific for PCC.	Although we did not see the direct linkage between finance and performance data in Committee Reports work has progressed in this area via the financial improvement programme which has included: • A weekly review of agency spending and requirements at an individual level • A lockdown on the issue and renewal of Business Support and Transformation resource through the Serco and other contracts to ensure it was necessary and used for delivery of core Council requirements; • As part of the 2020/21 MTFS, the analysis of approved and potential savings and cost avoidance options included comparative data relating to other Councils and providers. This now needs to move forward with performance and finance at the appropriate level be joined together where appropriate in overall performance reports.
19.04	**HEALTH AND SAFETY** Lead: Director of Place and Economy	There has been significant changes to how the Council works following the move to Sand Martin House and the rise in Agile working. There have been three audits that have been undertaken in 2018/19: • A H&S Health Check undertaken by 4OC	Significant progress has been made in improving compliance with H & S policies and embedding them across the Council. New policies have been established. Appropriate risk assessments are in place for all buildings and compliance checks have been performed to verify standards are met and being maintained

	Area of Assurance	Assurance Gap / Proposal to Mitigate	Progress / Residual Status
		• A Fire Safety audit undertaken by 4OC • An Internal Audit review of Health & Safety There is a requirement for the delivery of the outputs from these audits to ensure the council's Health and Safety arrangements fully reflect the new working arrangements that Council now work within. <u>Proposal:</u> Work has been taking place to move forward the recommendations from the three audits along the following themes: • Principal Responsible Person responsibilities • Health & Safety policy updates (including KPI's and reporting policy). • Fire Strategy • Estate compliance (of all issues) • Training and compliance • Auditing and risk assessment These will be reviewed via the re-constituted Health and Safety Board	
19.05	**BUSINESS CONTINUITY** Lead: Acting Director of Corporate Resources	To ensure that the work undertaken in 2018/19 is completed and updated on an ongoing process to ensure that the Council can operate and deliver to customers in times of crisis. <u>Proposal:</u> Review all departmental Business Continuity delivery plans in Q1 and Q4 of 2019/20 to ensure the points raised in 18.6 above has been delivered.	This has actively been used to coordinate responses in relation to Covid-19. Regular reviews are undertaken to ensure that remains valid

	Area of Assurance	Assurance Gap / Proposal to Mitigate	Progress / Residual Status
		Conduct a yearly full business continuity test during 2019/20.	
19.06	**CYBER SECURITY:** Lead: Acting Director of Corporate Resources	To ensure that the work undertaken in 2018/19 is updated on an ongoing process to ensure that the Council can operate and deliver to customers in times of crisis. <u>Proposal:</u> Review to ensure all Members and Officers have undertaken training The council will seek to achieve Cyber Essentials accreditation in 2020/2021 Review to ensure all council data is in a format that is "Safe"	Regular reviews undertaken across the estate to ensure are now compliant. Security standard checklist has been utilised by both CCC / PCC to benchmark arrangements and used to develop and implement actions to address, An external email warning banner has been introduced to help officers identify any external phishing threats Regular updates are issued to all users on potential and actual threats. Multi Factor Authentication is place which has prevented a number of phishing attempts. Members have all received training. There will be a refresher training module and new training modules on cyber security for both officers and Members.

As part of regular reviews of the governance, processes and procedures across the Council, a number of new issues to be addressed have been identified during 2019 / 2020. These are documented in Table 4 below:

Table 4: 2019 / 2020 SIGNIFICANT ISSUES

Ref	**Area of Assurance**	**Gap**	**Proposal**
20.01	BALANCED BUDGET	The Council has set a balanced budget for 2020/21. This is based on a number of transformation projects being delivered. This includes: • HR business model • Improved financial control • Finance Business Partner model • Increase in automation • Increase in shared services • Reduction in staffing levels While the various projects are managed there is the risk that if not implemented on time that savings will not be achieved. In worst case scenario this could lead to the need to issue a s114 letter.	• Conduct a set of reviews during springn2020 in order for the Council to come as close as possible in the July 2020 Council meeting to approving and implementing the 2021/22 budget as per the Robustness Statement in the 2020/21 MTFS. • Put in place monthly monitoring process that ensures that all 2020/21 and future years savings proposals are ragged against delivery and ensure these are reported to Joint Management Team and then Cabinet. • Set out mitigation steps where delivery cannot be met. • Link overall Council Viability to item 20.02 and 20.03.
20.02	COVID-19	Since mid-March 2020, the Council has diverted its resources to focus on providing active support across Peterborough and the surround as part of its reaction to tackle Covid-19. Linked to 20.01 above, there is a risk that costs incurred outweigh the levels of funds received from Central Government. Emergency procedures put in place need to be reviewed to ensure that effective governance is in place to protect Council / users etc	• Robust risk management processes followed to ensure effective monitoring of key risks whether relating to response to Covid-19 or return to business as usual • Ensure processes are in place to estimate, document and then report on COVID-19 expenditure items. • Assess 2020/21 budget and income streams for non-deliverable items and link to overall 2020/21 Financial monitoring and the 2021/22 MTFS requirements

Table 4: 2019 / 2020 SIGNIFICANT ISSUES			
Ref	**Area of Assurance**	**Gap**	**Proposal**
			• Set up formal reporting structures to Joint Management Team, Cabinet Government and the LGA to set out the Council position. • Set up a lobbying strategy to ensure best results for the Council • Have a robust recovery plan to ensure that moves back to "normality" have been properly evaluated to minimise cost/lake advantage of changes to service delivery to deliver a revised product to the public.
20.03	COUNCIL STRUCTURE	Linked to 20.01 and 20.02 the current situation has identified that the Council can operate (albeit is it effective) outside of its main hub. There is a need to review the current arrangements to ensure that they meet future needs / pressures.	• Review all services presently halted for critical assessment of if they continue in the future – Opportunity. • Evaluate with Government potential length of the COVIF-19 emergency and what "business as usual" will mean at the other end. • Have in place recovery and re-implementation strategies for key services.
20.04	LEVELS OF DEBT	Given the Country is now heading into a possible recession, and the fact that the Council is very reliant on external income, how will it ensure debt levels do not spiral out of control	• Ensure that key debtors are communicated with regularly (at least monthly) • Ensure enhanced debt monitoring is in place for COVID-19 period
20.05	LOSS OF KEY STAFF	COVID-19 will be a severe test on Council resources. The Council needs to ensure it retains key staff	• Ensure that processes are fully documented • Ensure that appropriate succession planning arrangements have been identified • Identify activities which are overly reliant on one individual

Summary

The Council has in place strong governance arrangements which we are confident will protect its interests and provide necessary assurances to our citizens and stakeholders. However, like all organisations we cannot stand still and thus we propose to continue to take steps to address the above matters to enhance further our governance arrangements. We are satisfied that the steps described address the need for improvement identified in the Council's review of effectiveness and will monitor their implementation and operation, not only as part of our next annual review, but also continually throughout the year.

Certification

As Leader and Chief Executive, we have been advised on the implications of the results of the review of effectiveness of the Council's governance framework, by the Audit Committee and Cabinet.

Our overall assessment is that the Annual Governance Statement is a balanced reflection of the governance environment and that an adequate framework exists within Peterborough City Council to ensure effective internal control is maintained. We are also satisfied that there are appropriate plans in place to address any significant governance issues and will monitor their implementation and operations as part of our next annual review.

Signed:	Signed:
Gillian Beasley, Chief Executive	Councillor John Holdich, Leader of the Council
Date: 2020(	Date: 2020(

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Peterborough City Council
Audit results report

Year ended 31 March 2020

November 2020

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EY
Building a better working world

3 November 2020

Dear Audit Committee Members

We are pleased to attach our audit results report for the forthcoming meeting of the Audit Committee. This report summarises our preliminary audit conclusion in relation to the audit of Peterborough City Council (the Authority) for 2019/20. We will issue our final report following the Audit Committee meeting on 16 November 2020.

We welcome the way in which the Authority have continued to operate a culture of being open, transparent, showing integrity and taking sufficient and appropriate ownership over the critical judgements and decisions that inform the preparation and disclosures contained in its budgets, medium term financial planning, key business decisions and the financial statements themselves. We say this in recognition of the difficult and uncertain financial circumstances facing the Authority pre and post the Covid-19 pandemic.

We have substantially completed our audit of the Authority for the year ended 31 March 2020. Our remaining procedures, which will be completed during November 2020, mainly consist of the completion of our quality assurance review and routine consultation processes with our professional practice teams on any modifications to our audit report. Subject to concluding the outstanding matters listed in our report, we confirm that we expect to issue an unqualified audit opinion on the financial statements in the form at Appendix G of this report, before the end of November. We expect to have one matter to report associated with the Authority's going concern disclosures. We are likely to be expressing a material uncertainty on the ability of the Authority to continue to provide the current levels of service provision for the next 12 months and beyond. See Section 2 for further information.

We are still concluding our procedures on your arrangements to secure economy, efficiency and effectiveness in your use of resources. We currently expect to modify our value for money conclusion to recognise that the structural financial resilience pressures and concerns facing the Authority before and after the Covid-19 pandemic have a significant and pervasive impact on the Authority's ability to secure adequate arrangements for Value for Money in its use of resources.

This report is intended solely for the use of the Audit Committee, other members of the Authority, and senior management. It should not be used for any other purpose or given to any other party without obtaining our written consent. We would like to thank your staff for their help during the engagement. We welcome the opportunity to discuss the contents of this report with you at the Audit Committee meeting on 16 November 2020.

Yours faithfully

Neil Harris
Associate Partner
For and on behalf of Ernst & Young LLP
Encl

Contents

Public Sector Audit Appointments Ltd (PSAA) have issued a 'Statement of responsibilities of auditors and audited bodies'. It is available from the Chief Executive of each audited body and via the PSAA website (www.psaa.co.uk). This 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 (updated April 2018)' issued by PSAA 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 statute, and covers matters of practice and procedure which are of a recurring nature.

This Audit Results Report is prepared in the context of the Statement of responsibilities / Terms and Conditions of Engagement. It is addressed to the Members of the audited body, and is prepared for their sole use. We, as appointed auditor, take no responsibility to any third party.

Our Complaints Procedure – If at any time you would like to discuss with us how our service to you could be improved, or if you are dissatisfied with the service you are receiving, you may take the issue up with your usual partner or director contact. If you prefer an alternative route, please contact Hywel Ball, our Managing Partner, 1 More London Place, London SE1 2AF. We undertake to look into any complaint carefully and promptly and to do all we can to explain the position to you. Should you remain dissatisfied with any aspect of our service, you may of course take matters up with our professional institute. We can provide further information on how you may contact our professional institute.

01 Executive Summary

Executive Summary

Status of the audit

We have substantially completed our audit of the Peterborough City Council financial statements for the year ended 31 March 2020 and have performed the procedures outlined in our Audit Plan.

We note that to-date we have not identified any fundamental issues with the preparation of the 2019/20 statement of accounts.

The outstanding work at the date of this report is:

- Procedures in relation to assurances over the IAS 19 Pension Liability;
- Procedures in relation to value for money arrangements;
- Procedures in relation to the valuation of property, plant and equipment assets following receipt of our internal valuer report;
- Internal consultation on the Authority's going concern assessment;
- Receipt of bank confirmations from officers for our income testing sample;
- Final audit evidence from officers for our debtors and creditors sample testing;
- Several other items of evidence from officers relating to our audit queries;
- Whole of Government Accounts procedures;
- Review of the final version of the financial statements;
- Completion of subsequent events review;
- Receipt of the signed management representation letter; and
- There are still areas of audit review to be performed by the Audit Manager, Engagement Partner and Audit Quality Review Partner.

Subject to satisfactory completion of the following outstanding items above, we expect to issue an unqualified opinion on the Authority's financial statements in the form which appears at Appendix G. Our audit opinion will include material uncertainty on the following matter:

- Going concern – the Authority's assessment and disclosure about Going Concern in light of the Covid-19 pandemic and its ability to continue to provide the same and current level of service provision in 2020/21 and beyond.

However until work is complete, further amendments may arise. We expect to issue the audit certificate after we issue the audit opinion, once the WGA submission has been completed. We are satisfied that the WGA work does not have a material effect on the financial statements or on our value for money conclusion.

Executive Summary

Scope update

In our Audit Plan dated 9 March 2020, 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 exceptions:

- Changes to reporting timescales – As a result of Covid-19, new regulations, the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 No. 404, have been published and came into force on 30 April 2020. This announced a change to the publication date for approved financial statements from 31 July to 30 November 2020 for all relevant authorities.
- Changes to our risk assessment as a result of Covid-19
  - Valuation of Non-DRC PPE assets & Investment Property - The Royal Institute of Chartered Surveyors (RICS), the body setting the standards for property valuations, has issued guidance to valuers highlighting that the uncertain impact of Covid-19 on markets might cause a valuer to conclude that there is a material uncertainty. Caveats around this material uncertainty have been included in the year-end valuation reports produced by the Authority's external valuer. We consider that the material uncertainties disclosed by the valuer gave rise to an additional risk relating to disclosures on the valuation of property, plant and equipment. We therefore increased our inherent risk on valuation of Non-DRC PPE assets & Investment Property to significant, for more detail see Section 2 of this report.
  - Disclosures on Going Concern – Financial plans for 2020/21 and medium term financial plans will need revision for Covid-19. We considered the unpredictability of the current environment gave rise to a risk that the Local Authority would not appropriately disclose the key factors relating to going concern, underpinned by managements assessment with particular reference to Covid-19 and the Authority's actual year end financial position and performance. See Section 2 of this report for further details.
  - Events after the balance sheet date – We identified an increased risk that further events after the balance sheet date concerning the current Covid-19 pandemic will need to be disclosed. The amount of detail required in the disclosure needed to reflect the specific circumstances of the Authority.
  - Adoption of IFRS16 – The adoption of IFRS 16 by CIPFA/LASAAC as the basis for preparation of Local Authority Financial Statements has been deferred until 1 April 2021. We therefore no longer consider this to be an area of audit focus for 2019/20.
- Accounting for PFI Liabilities – We did not include this risk in our audit plan dated 9 March 2020 and, although we recognise that the Authority's PFI liabilities have not changed, given the size and complexity of the balances we have determined that this should be increased to an area of audit focus – inherent risk.
- Change in materiality – We have considered whether any change to our materiality is required in light of Covid-19. Following this consideration we remain satisfied that the basis for planning materiality, performance materiality and our audit threshold for reporting differences reported to you in our Audit Plan remain appropriate.

  We updated our planning materiality assessment using the 2019/20 draft statement of accounts. Based on our materiality measure of 1% of gross expenditure on the provision of services, we have updated our overall materiality assessment to £4.9 million (Audit Plan – £5.2 million). This results in updated performance materiality, at 75% of our overall planning materiality, of £3.7 million, and an updated threshold for reporting misstatements of £0.246 million (5% of Planning Materiality).

  The performance materiality assigned for the group entity is £0.739 million.
- Information Produced by the Entity (IPE) – We identified an increased risk around the completeness, accuracy, and appropriateness of information produced by the entity due to the inability of the audit team to verify original documents or re-run reports on-site from the Authority's systems. We undertook the following to address this risk:
  - Used the screen sharing function of Microsoft Teams to evidence re-running of reports used to generate the IPE we audited; and
  - Agree IPE to scanned documents or other system screenshots.

As disclosed in the audit plan, additional risks are likely to result in additional audit fees which will be agreed in advance with S151 officer and then PSAA.

Executive Summary

Audit differences

Unadjusted differences

We have not identified any unadjusted audit differences.

Adjusted differences

During the audit we have identified some audit adjustments in relation to property, plant and equipment and some disclosure audit amendments in the draft financial statements which management has chosen to adjust. Further details can be found in Section 3 - Audit Differences.

Any further audit differences identified will be reported to the Audit Committee at the 16 November 2020 meeting.

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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 Authority. The Annual Governance Statement has been updated to reflect the impact of the Covid-19 pandemic on the Authority's arrangements. We have no matters to report as a result of this work.

We have not yet performed the procedures required by the National Audit Office (NAO) on the Whole of Government Accounts submission.

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 Authority to consider it or to bring it to the attention of the public (i.e. "a report in the public interest"). We also have a duty to make written recommendations to the Authority, 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.

At the date of this report, we consider that the Authority has taken all the appropriate steps to openly disclose and report its financial resilience concerns to MHCLG, taxpayers and other key external stakeholders. This applies to the conditions existing before Covid-19 when the Authority did seek and get approval for a capitalisation direction, and the unprecedented factors which exacerbated its financial concerns post Covid-19. We are keeping this area under review as we conclude our audit procedures on going concern and Value for Money arrangements. For further detail please refer to section 4 of the report.

We have no other matters to report.

Executive Summary

Areas of audit focus

Our audit plan identified key areas of focus for our audit of the Authority's financial statements. As outlined on page 5, we have since identified a further significant risk. In total we have identified five significant risks and five areas of audit focus. We summarise below our latest findings.

Significant risk	Provisional findings & conclusions, subject to the final completion of our quality review procedures.
Misstatements due to fraud or error – the incorrect capitalisation of revenue expenditure and REFCUS	We have completed our testing and found no indications that revenue expenditure and REFCUS have been inappropriately charged to capital.
Misstatements due to fraud or error – the incorrect application of MRP accounting	We have completed our review of the Authority's MRP disclosures and figures in the financial statement and are satisfied that the MRP accounting is appropriate.
Misstatements due to fraud or error – inappropriate use of capital receipts	We have completed our testing and found that for the sample of capital grants we reviewed, they were correctly applied.
Valuation of property, plant and equipment assets under depreciated replacement cost (DRC) model	We have completed our procedures including review of a sample of valuations by our EY Real Estates specialist. We are currently discussing with officers a non-material issue before reaching our conclusion.
Valuation of non-DRC property, plant and equipment assets and investment properties	We have completed our procedures including review of a sample of valuations by our EY Real Estates specialist. We are currently discussing with officers a non-material issue before reaching our conclusion.

Areas of audit focus (continued)

Our audit plan identified key areas of focus for our audit of the Authority's financial statements. As outlined on page 5, we have since identified a further area of audit focus. In total we have identified five significant risks and five areas of audit focus. We summarise below our latest findings.

Area of audit focus	Provisional findings & conclusions, subject to the final completion of our quality review procedures
Pension Liability Valuation & Pensions Assets	We are completing our review but await the outcome of the audit procedures performed by the Cambridgeshire Pension Fund auditors before concluding. We have identified an adjusted audit difference in relation to pension fund investment value, please see Section 3.
Recoverability of NHS Accounts Receivable Balances	We have performed our audit procedures in relation to the recoverability of NHS accounts receivable balances and have not identified any audit findings.
Group Accounting and the scope of the group audit	We have performed our audit procedures in relation to the group accounting and the scope of the group audit and have not identified any audit findings.
PFI accounting	We have completed our procedures including review the consistency of the accounting models with the financial statements and have no issues to report.
Implementation of new auditing and accounting standards	Leases (IFRS 16) – The adoption of IFRS 16 by CIPFA/LASAAC as the basis for preparation of Local Authority Financial Statements has been deferred until 1 April 2021. Going Concern (ISA 570) – We have worked with the Authority to update their going concern and events after the balance sheet date disclosures in light of the Covid-19 pandemic, see detailed findings in Section 2 for further information.

This report sets out our observations and conclusions, including our views on areas which might be conservative, and where there is potential risk and exposure. We report our consideration of these matters, and any others identified, in the "Areas of Audit Focus" section of this report. We ask you to review these and any other matters in this report to ensure:

- There are no other considerations or matters that could have an impact on these issues; and
- You agree with the resolution of the issues; and there are no other significant issues to be considered.

There are no matters, apart from those reported by management or disclosed in this report, which we believe should be brought to your attention.

Executive Summary

Value for money

We have considered your arrangements to take informed decisions; deploy resources in a sustainable manner; and work with partners and other third parties. In our audit plan we identified a significant risk relating to the challenges facing the Authority to address longer term financial resilience issues. Whilst these challenges are similar to other authorities, the scale appears more significant for Peterborough with the Authority identifying large gaps in future funding requirements. The financial resilience risk we identified impacted two aspects of the value for money arrangements - taking informed decisions and deploying resources in a sustainable manner.

We have included in Section 4 the detailed work we are performing in response to this risk. At the time of issuing this report we are still engaging with our Strategy and Transactions Team who are performing the audit procedures in relation to this risk.

We will report to the Audit Committee once this work has been concluded. However, we currently expect to modify our value for money conclusion and issue an adverse opinion. This is to recognise that the structural financial resilience pressures and concerns facing the Authority before and after the Covid-19 pandemic have a significant and pervasive impact on the Authority's ability to secure adequate arrangements for Value for Money in its use of resources.

Independence

Please refer to Section 8 for our update on Independence. There are no relationships from 1 April 2019 to the date of this report, which we consider may reasonably be thought to bear on our independence and objectivity.

Correspondence from the Public

We did not receive any formal objections and correspondence from members of the public.

Control observations

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

02 Areas of Audit Focus

Areas of Audit Focus

Fraud 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.

What did we do?

We have completed our standard procedures to address the fraud risk, which included:

- Identifying fraud risks during the planning stages.
- Inquiring of management about risks of fraud and the controls put in place to address those risks.
- Understanding the oversight given by those charged with governance of management's processes over fraud.
- Considering the effectiveness of management's controls designed to address the risk of fraud.
- Determining an appropriate strategy to address those identified risks of fraud.
- Performing mandatory procedures regardless of specifically identified fraud risks, including;
    - Testing of journal entries and other adjustments in the preparation of the financial statements;
    - Reviewing accounting estimates for evidence of management bias; and
    - Evaluating the business rationale for significant unusual transactions.

What are our provisional conclusions?

Our mandatory procedures did not identify any instances of management override.

As reported in our Audit Plan, our work to identify fraud risks during the planning stages identified those areas of the accounts that involve management estimates and judgements as the key areas at risk of manipulation. The identified areas were:

- the incorrect capitalisation of revenue expenditure and REFCUS.
- the incorrect application of MRP accounting.
- inappropriate use of capital receipts.

The results of our work on these specific risks are set out on the following three pages.

Significant risk

Misstatements due to fraud or error – the incorrect capitalisation of revenue expenditure and REFCUS

What is the risk?

The Authority is under financial pressure to achieve budget and maintain reserve balances above the minimum approved levels. Manipulating expenditure is a key way to achieve these targets.

We consider the risk applies to capitalisation of revenue expenditure and revenue expenditure funded from capital under statute (REFCUS). Management could manipulate revenue expenditure by incorrectly capitalising expenditure which is revenue in nature and should be charged to the comprehensive income and expenditure account.

In 2019/20 the Authority has incurred £64.0 million capital expenditure (of which REFCUS represented £19.0 million).

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What judgements are we focused on?

We have identified a risk of expenditure misstatement due to fraud or error that could affect the income and expenditure accounts.

We consider the risk applies to capitalisation of revenue expenditure and REFCUS and could result in a misstatement of cost of services reported in the comprehensive income and expenditure statement.

What did we do?

Our approach focused on:

- Sample testing additions to property, plant and equipment to ensure that they had been correctly classified as capital and included at the correct value in order to identify any revenue items that have been inappropriately capitalised;
- Sample testing REFCUS transactions to ensure they had been correctly classified and the expenditure met the definition of allowable expenditure, or was incurred under direction from the secretary of state; and
- Using our data analytics tool to identify and test journal entries that moved expenditure into capital codes.

What are our provisional conclusions?

Our mandatory procedures did not identify any instances of incorrect capitalisation of revenue expenditure.

- Our sample testing of additions to property, plant and equipment found that they had been correctly classified as capital and included at the correct value.
- Our sample testing of additions to property, plant and equipment did not identify any revenue items that were incorrectly classified.
- Our sample testing of REFCUS transactions found that they had been correctly classified and the expenditure met the definition of allowable expenditure, or was incurred under direction from the secretary of state.
- Our data analytical procedures did not identify any journal entries that incorrectly moved expenditure into capital codes.

Significant Risk

Significant risk

Misstatements due to fraud or error – the incorrect application of MRP accounting

What is the risk?

The Authority is under significant financial pressure to achieve budget and maintain reserve balances above the minimum approved levels. Manipulating expenditure is a key way to achieve these targets. We consider the risk applies to application and calculation of the minimum revenue provision.

The Authority must make an annual contribution from revenue to reduce its overall borrowing requirement. This is termed the Minimum Revenue Provision (MRP). The MRP is determined prudently in accordance with statutory guidance.

Over the last 18 months, the Authority's approach to MRP has been subject to media attention as well as scrutiny by Ministry of Housing, Communities & Local Government (MHCLG). Given this level of scrutiny and that MRP could be manipulated to artificially reduce expenditure we have identified the MRP calculation as a significant risk.

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What judgements are we focused on?

We have identified a risk of expenditure misstatements due to fraud or error that could affect the income and expenditure accounts.

We consider the risk applies to the calculation of the minimum revenue provision calculation and could result in a misstatement of cost of services reported in the comprehensive income and expenditure statement.

What did we do?

Our approach focused on:

- Testing the application of MRP to ensure the calculation met the statutory guidance;
- Re-performing the MRP calculation; and
- Engaging our EY MRP technical specialist to review the Authority's MRP policy and disclosure (if required).

What are our provisional conclusions?

Our mandatory procedures did not identify any issues with the application of the MRP accounting.

- Our testing confirmed that the MRP calculation met the statutory guidance.
- Our re-performance of the MRP calculation did not identify any material misstatements although we did identify some trivial adjustments which would need to be applied in future periods to ensure a cumulative material error does to arise.
- Our review of the MRP policy and disclosure did not identify any material audit issues.

Significant Risk

Significant risk

Misstatements due to fraud or error – inappropriate use of capital receipts

What is the risk?

The Authority is under significant financial pressure to achieve its revenue budget and maintain reserve balances above the minimum approved levels. Manipulating expenditure is a key way of achieving these targets.

We consider the risk applies to the application and use of capital receipts in the financial statements.

The adjustments between accounting basis and funding basis under regulation changes the amounts charged to General Fund balances. Regulations are varied and complex, resulting in a risk that management misstatement accounting adjustments to manipulate the General Fund balance. We have identified the risk to be higher for adjustments concerning the application of useable capital receipts and deferred capital receipts.

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What judgements are we focused on?

We have identified a specific risk of misstatements due to fraud or error that could affect the income and expenditure accounts and the balance sheet.

We consider the risk applies to the application of capital receipts in the comprehensive income and expenditure statement (CIES) and balance sheet (via the capital financing requirement).

What did we do?

Our approach focused on:

- Sample testing the application of capital receipts in the capital financing requirement to ensure they meet the definition of sources of funding;
- Sample testing deferred capital receipts to ensure any conditions have been correctly applied; and
- Using our data analytics tool to identify and test journal entries adjustments that impact capital receipts.

What are our provisional conclusions?

Our mandatory procedures did not identify any instances of inappropriate use of capital receipts.

- Our sample testing of the application of capital receipts confirmed that they met the correct definition of funding sources.
- Our sample testing of deferred capital receipts found that conditions had been correctly applied.
- Our data analytical procedures performed to identify and test journal entries adjustments that impact capital receipts did not identify any issues.

Significant Risk

Significant risk

Valuation of property, plant and equipment assets under depreciated replacement cost model

What is the risk?

Property, plant and equipment (PPE) represents a significant balance in the Authority's accounts and are subject to valuation changes, impairment reviews and depreciation charges.

Material judgemental inputs and estimation techniques are required to calculate the PPE balances held in the balance sheet. For assets valued using depreciated replacement cost (DRC) this risk is heightened due to the specialised nature of the assets and insufficient availability of market-based evidence to assist the valuation.

As the Authority's DRC asset base is significant (£266 million), and the outputs from the valuer are subject to estimation, there is a significant risk PPE may be under/overstated or the associated accounting entries incorrectly posted.

ISAs (UK and Ireland) 500 and 540 require us to undertake procedures on the use of experts and assumptions underlying significant accounting estimates.

What judgements are we focused on?

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We have identified a specific risk of misstatements due to fraud or error that could affect the balance sheet.

We consider the risk applies to the valuation of property, plant and equipment using the depreciated replacement cost method in the balance sheet.

What did we do?

Our approach focused on:

- The adequacy of the scope of the work performed by the Authority's valuer, their professional capabilities and the results of their work;
- Sample testing key judgements used by the valuer in performing their DRC valuations;
- The use of EY valuation specialists to review a sample of the underlying assumptions used to value any material specialist DRC assets;
- Review of DRC assets not subject to valuation in 2019/20 to confirm that the remaining asset base is not materially misstated;
- Consideration of useful economic lives in the most recent valuation; and
- Testing that accounting entries had been correctly processed in the financial statements.

What are our provisional conclusions?

Our consideration of the work performed by the Authority's valuer, including the adequacy of the scope of the work performed, their professional capabilities and the results of their work did not identify any issues.

At the time of this report our EY Real Estates team are still concluding their audit procedures. Once concluded we will report the findings to the Audit Committee.

Our review of DRC assets not subject to valuation in 2019/20 confirmed that the remaining asset base was not materially misstated.

Our consideration of the useful economic lives in the most recent valuation did not identify any issues.

Accounting entries had been correctly disclosed in the financial statements.

Note we have identified some audit adjustments in relation to property, plant and equipment. See Section 3 for further details.

Significant risk

Valuation of Non-DRC PPE assets & Investment Property

What is the risk?

As reported in Section 1 of this report – The Royal Institute of Chartered Surveyors (RICS), the body setting the standards for property valuations, issued guidance to valuers highlighting that the uncertain impact of Covid-19 on markets might cause a valuer to conclude that there is a material uncertainty. Caveats around this material uncertainty have been included in the year-end valuation reports produced by the Authority's external valuer. We consider that the material uncertainties disclosed by the valuer gave rise to an additional risk relating to disclosures on the valuation of property, plant and equipment. We therefore increased our inherent risk on valuation of Non-DRC PPE assets & Investment Property to significant.

As the Authority's non-DRC and investment property asset base is significant (£119 million), and the outputs from the valuer are subject to estimation, there is a significant risk PPE may be under/overstated or the associated accounting entries incorrectly posted.

ISAs (UK and Ireland) 500 and 540 require us to undertake procedures on the use of experts and assumptions underlying fair value estimates.

What judgements are we focused on?

We have identified a specific risk of misstatements due to fraud or error that could affect the balance sheet.

We consider the risk applies to the valuation of non-DRC property, plant and equipment assets and investment properties in the balance sheet.

What did we do?

Our approach focused on:

- The adequacy of the scope of the work performed by the Authority's valuer, their professional capabilities and the results of their work;
- Sample testing key judgements used by the valuer in performing their existing use and market valuations;
- The use of EY valuation specialists to review a sample of the underlying assumptions used to value any material non-DRC and investment property asset categories;
- Review of non-DRC assets not subject to valuation in 2019/20 to confirm that the remaining asset base is not materially misstated;
- Consideration of useful economic lives in the most recent valuation; and
- Testing that accounting entries had been correctly processed in the financial statements.

What are our provisional conclusions?

Our consideration of the work performed by the Authority's valuer, including the adequacy of the scope of the work performed, their professional capabilities and the results of their work did not identify any issues.

At the time of this report our EY Real Estates team are still concluding their audit procedures. Once concluded we will report the findings to the Audit Committee.

Our review of non-DRC assets not subject to valuation in 2019/20 confirmed that the remaining asset base was not materially misstated.

Our consideration of the useful economic lives in the most recent valuation did not identify any issues.

Accounting entries had been correctly disclosed in the financial statements.

Note we have identified some audit adjustments in relation to property, plant and equipment. See Section 3 for further details.

Areas of Audit Focus

Other Areas of Audit Focus – PFI accounting

Our audit testing confirmed that there were no audit issues in the calculation of the PFI annual payments or the liability held in the balance sheet.

We have confirmed that the figures in the accounting models are consistent with the disclosures in the financial statements.

The Authority has a material PFI arrangement for three secondary schools in Peterborough. PFI accounting is a complex area. We undertook a detailed review of the arrangements in 2018/19 and concluded that the accounting disclosures were materially correct. However, given the complexities involved and size of the liabilities we have identified the PFI accounting as an inherent risk.

In 2019/20 the Authority reported future PFI repayments totalling £163.0 million in the financial statements.

We have identified a specific risk of misstatements due to fraud or error that could affect the balance sheet.

We consider the risk applies to the valuation of PFI liabilities in the balance sheet.

Our approach focused on:

- Making enquiries to management in respect of any changes to arrangements and the calculation of annual payments and the PFI liability in the balance sheet; and
- Agreeing the figures in the PFI accounting models to the entries and disclosures in the financial statements.

Areas of Audit Focus

Other Areas of Audit Focus – Pension Liability Valuation

The Local Authority Accounting Code of Practice and IAS19 require the Authority to make extensive disclosures within its financial statements regarding its membership of the Local Government Pension Scheme administered by Cambridgeshire County Council. The Authority's pension fund deficit is a material estimated balance and the Code requires that this liability be disclosed on the Authority's balance sheet. At 31 March 2020 this totalled £221 million (£322 million at 31 March 2019).

The information disclosed is based on the IAS 19 report issued to the Authority by the actuary to Cambridgeshire County Council.

Accounting for this scheme involves significant estimation and judgement and therefore management engages an actuary to undertake the calculations on their behalf. 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.
Our approach has focused on:

- Liaising with the auditors of Cambridgeshire Pension Fund to obtain assurances over the information supplied to the actuary in relation to Peterborough City Council;
- Assessing the work of the Pension Fund actuary (Hymans Robertson) including the assumptions they have used by relying on the work of PWC - Consulting Actuaries commissioned by the NAO for all Local Government sector auditors, and considering any relevant reviews by the EY actuarial team; and
- Reviewing and testing the accounting entries and disclosures made within the Authority's financial statements in relation to IAS19.

As part of the audit of the pensions disclosures, in addition to our standard procedures to gain assurance over pension disclosures in the accounts, we have considered the key issues impacting on the reported position of Peterborough City Council. These are:

- movement in fair value of fund assets between the date of the actuary's estimate and year end
- Impact of the McCloud judgement
- Impact of the Goodwin judgement

At the time of our draft Audit Results Report, we were still waiting for assurance from the pension fund auditor. Our findings to-date on each of these items are set out below.

Other Areas of Audit Focus - Pension Liability Valuation (continued)

Pensions area	What we did	What we have provisionally concluded
IAS 19 assurances	To obtain assurance over the pension fund disclosures, we: • Liaised with the auditors of Cambridgeshire Pension Fund to obtain assurances over the information supplied to the actuary in relation to Peterborough City Council; • Assessed the work of the Pension Fund actuary (Hymans Robertson) including the assumptions they have used by relying on the work of PWC - Consulting Actuaries commissioned by the NAO for all Local Government sector auditors, and considering any relevant reviews by the EY actuarial team; and • Reviewed and tested the accounting entries and disclosures made within the Authority's financial statements in relation to IAS19.	No issues have been identified with our audit procedures performed to-date. The conclusion of this work is pending receipt of the IAS assurance letter from the Cambridgeshire Pension Fund auditors, expected in week commencing 9 November 2020.
Fair value of fund assets	The Authority receives an annual IAS 19 schedule of results report that contains the valuation of the fair value of assets for the Pension Fund as a whole. We receive assurances from the Pension Fund auditor that these values are materially stated. This work is pending receipt of the IAS assurance letter from Cambridgeshire Pension Fund, expected in week commencing 9 November 2020.	The conclusion of this work is pending receipt of the IAS assurance letter from the Cambridgeshire Pension Fund auditors, expected in week commencing 9 November 2020. We have been informed by the Pension Fund auditor that the Peterborough City Council pension fund investment assets are understated by £2.56 million. The Authority has decided not to adjust for this difference. See Section 3 for further information.

Other areas of audit focus

We identified other areas of the audit, that have not been classified as significant risks, but are still important when considering the risks of material misstatement to the financial statements and disclosures and therefore may be key audit matters we will include in our audit report.

Pensions area	What we did	What we have provisionally concluded
McCloud	Last year, the government's appeal in relation to the age discrimination present in public sector schemes was ruled against in the High Court. Consequently, some members of the schemes need to be compensated with higher benefits. Some schemes (including Peterborough City Council) made an allowance for this impact as past service cost in their accounts last year. Due to no guidance being provided in how members would be compensated, the adjustment made was an estimate based on papers produced by the Government Actuary's Department covering the McCloud impact. On 21 July 2020, a consultation document was released which provided further details on how benefits would be changed to remove the age discrimination. The adjustment for Peterborough City Council related to the McCloud judgement in 2018/19 was £1.3 million. This was reflected in an increased past service cost and results in an increased defined benefit obligation for the Authority. We have engaged EY Pensions Advisory team to understand the impact of the July consultation on IAS 19 report run by the Authority's actuary – Hymans Robertson. EY Pensions Advisory confirmed that the approach taken by Hymans Robertson was reasonable, but asked local teams to confirm that the amount allocated for McCloud is not material and that the proportion of deferred and pensioner members impacted to support the fact that no allowance has been made for these in the calculation. The Authority received an updated IAS 19 report which showed the impact of the consultation was £0.129 million and therefore trivial.	The revised IAS 19 report showed a trivial movement (£0.129 million) as a result of the McCloud consultation.

Other areas of audit focus

We identified other areas of the audit, that have not been classified as significant risks, but are still important when considering the risks of material misstatement to the financial statements and disclosures and therefore may be key audit matters we will include in our audit report.

Pensions area	What we did	What we have provisionally concluded
Goodwin	A recent employment tribunal case for the Teachers' Pension Scheme, "Mrs Goodwin v Department for Education" concluded that a female member in an opposite sex marriage is treated less favourably than a female in a same sex marriage or civil partnership, and that that treatment amounts to direct discrimination on grounds of sexual orientation. The ruling will impact LGPS schemes members falling under the following categories: • Impacts male spouse survivor of a female scheme member, whose entitlement to the survivor pension arose on or after 5 December 2005, • Impacts females members who have accrued service from 5 April 1978 and before 5 April 1988. • This includes the following population: • Current male dependants • Future male dependants We engaged EY Pensions Advisory team to understand the impact of the Goodwin case on the IAS 19 report. EY Pensions Advisory asked audit teams to confirm whether an allowance been made for Goodwin and how has this been deemed as not material. The Cambridgeshire County Council audit team is currently investigating this with the actuary on behalf of admitted bodies, which includes Peterborough City Council. However, based on our discussions with EY Pensions, we do not anticipate the impact to be material based with an expected impact of 0.1% to 0.2% of liabilities (maximum = £0.5 million).	Subject to the response received from the actuary, we have no issues to note.

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Areas of Audit Focus

Other Areas of Audit Focus – Recoverability of NHS Accounts Receivable Balances

Our audit testing did not identify any issues with the recoverability of the NHS accounts receivable balances.

The Authority has a significant accounts receivable (debtor) balance. As at 31 March 2019 the balance was £53.6 million. We are aware that a significant amount of the balance relates to one NHS debtor of £11million. The Authority is working closely with NHS bodies on the recoverability of the debtor. There is a risk that the Authority may not receive the payments from their NHS suppliers.

Given that there might be some subjectivity to the recoverability of these debtors the Authority will need to consider the level of any provision for bad debts. We have therefore raised as an inherent risk in our audit strategy.

Our approach focused on:

- Corroborating the relevant NHS debtor balances and ensure that the amounts consistent with confirmations received directly from the NHS bodies (third party information); and
- Testing any NHS bad debt provisions or NHS debtor write-offs to ensure that these are calculated in line with IAS 37.

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Other Areas of Audit Focus – Group Accounting

Our audit testing did not identify any issues with the group accounts or the group scoping.

In July 2018 the Authority incorporated Live Peterborough Limited, a local authority trading company (LATCo), with the Authority as the sole owner. Activity has increased in the company in 2019/20 to a level that is considered material. This will require the Authority to prepare group accounts.

We identify this as an inherent risk as the Authority has not prepared group accounts in the past and this can be a complex area of accounting.

Our approach focused on:

- Reviewing the group assessment prepared by the Authority, ensuring that the accounting framework and accounting policies are aligned to the Peterborough City Council group;
- Scoping the audit requirements for Live Peterborough Limited based on their significance to the group accounts. Liaising with the EY external auditor of Live Peterborough Limited and issuing group instructions that detailed the required audit procedures they were to undertake in order to provide us with assurance for the opinion we will issue on the group accounts;
- Ensuring the appropriate consolidation procedures and the Code of Practice are applied when preparing the Authority’s group accounts.

Areas of Audit Focus

Other Areas of Audit Focus - Implementation of new auditing and accounting standards

Standard	Audit Findings
IFRS 16 Leases: Implementation of IFRS 16 will be included in the Code of Practice on Local Authority Accounting in the United Kingdom (the Code) for 2020/21. This Code has yet to published, but in November 2020 CIPFA/LASAAC issued 'IFRS 16 leases and early guide for practitioners'. There will be some disclosure requirements for the 2019/20 statement of accounts.	The adoption of IFRS 16 by CIPFA/LASAAC as the basis for preparation of Local Authority Financial Statements has been deferred until 1 April 2021. We no longer consider this to be an area of audit focus for 2019/20. The Authority should continue their preparation for the implementation of IFRS 16.
Going Concern Compliance with ISA 570: This auditing standard has been revised in response to enforcement cases and well-publicised corporate failures where the auditor's report failed to highlight concerns about the prospects of entities which collapsed shortly after. The revised standard is effective for audits of financial statements for periods commencing on or after 15 December 2019, which for the Authority will be the audit of the 2020/21 financial statements.	Financial plans for 2020/21 and medium term financial plans will need revision for Covid-19. We considered the unpredictability of the current environment gave rise to a risk that the Authority would not appropriately disclose the key factors relating to going concern, underpinned by managements assessment with particular reference to Covid-19 and the Authority's actual year end financial position and performance. We discussed the Authority's going concern assessment with management and reviewed the adequacy and the robustness of the assessment, including the assumptions supporting budget, financial planning and cashflow forecasts for at least the next 12 months from the proposed date of the auditors report (e.g. from the end of November 2020 to end of November 2021). We have reviewed and at the date of this report, reached agreement on the addition of the updates to the going concern disclosure note which has been added to the financial statements. We are now in the process of starting our internal consultation procedures setting out our assessment of the Authority's going disclosure note and the impact on our audit report. See the following slide for further information.

Areas of Audit Focus

Going concern disclosure

There is a presumption that the Authority will continue as a going concern. However, the current and future uncertainty over government funding and other sources of Authority revenue as a result of Covid-19, increases the need for the Authority to undertake a detailed going concern assessment to support its assertion and to make appropriate disclosures in its accounts. From an audit perspective, the auditor's report considers the going concern concept as a 12-month outlook from the audit opinion date, rather than the balance sheet date.

Findings and conclusions

Officers have carried out an assessment of the impact of Covid-19 on the Authority's income, expenditure, balances and reserves to inform reporting to the Audit Committee and other members. These assessments have been used to enhance the disclosure in the financial statements around the going concern assertion.

We have reviewed the assessment, focusing on the reasonableness of the financial impact assessment, cashflow and liquidity forecasts, known outcomes, sensitivities, mitigating actions and key assumptions, including around reductions in fees and charges. We have also considered the adequacy of the revised disclosure note and its consistency with the going concern assessment and our audit procedures.

The Authority is currently forecasting £37.9 million of additional cost pressures as a result of Covid-19. This is broken down as additional expenditure of £25.2 million, income losses of £7.2 million and non-delivery of 2020/21 cost savings of £5.5 million. This is partly mitigated by grant funding of £33.6 million with £4.3 million requiring to be funded from reserves. The level of general fund reserves as at 31 March 2020 is £6.0 million which is the minimum level required by the CFO. The Authority has indicated that it may need to consider using reserves in the short-medium term to mitigate the impact of COVID on costs.

The Authority has £30.7 million of other usable reserves, however only £6.7 million of this balance is uncommitted.

The Authority is currently forecasting an overspend of £11.3 million for the 2020/21 financial period. The Authority published Phase One of the 2021/22 - 2023/24 Medium Term Financial Strategy (MTFS) on the 16 October, and was presented to Cabinet on the 26 October 2020. Phase One recognised that the impact of COVID-19 will create additional pressures for the 2021/22 of up to £33.9 million. The current budget gap for 2021/22 is £35.7 million.

As a result of these pressures the CFO initiated detailed discussions with the Ministry of Housing, Communities and Local Government (MHCLG) to discuss the Authority's future financial position. This followed the CFO writing to MHCLG on the 1st October 2020 setting out the Authority's financial circumstances and actions required to improve the medium to long term viability of the Authority. These discussions are as advised through the modified guidance issued by CIPFA, that authorities under budgetary pressure due to COVID-19 have the time and space to explore alternatives to freezing spending when budgets do not balance.

The Authority's cash flow modelling through to March 2022 demonstrates that it is able to work within its capital financing requirement. It has cash and short term investment balances of £10.4 million at 31 March 2020 and the ability for additional short term borrowing of up to £62.3 million.

We have reviewed the revised going concern disclosure and are satisfied that it adequately reflects the Authority's assessment and informs the reader of the impact of the Covid-19 pandemic on the Authority's finances. We are currently now completing our internal consultation with our Professional Practice Directorate on our audit work and assessment of the Authority's going concern disclosure. We expect that this may result in a material uncertainty in our audit report as the Authority's current financial position casts significant doubt on their ability to continue to provide the current levels of service provision for the next 12 months and beyond.

03 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 differences

We highlight the following misstatements greater than £0.246 million which have been corrected by management that were identified during the course of our audit.

- Property, plant and equipment – Misappropriation between reversal of a previous impairment and downward revaluation of £1.861 million. There is no general fund impact resulting from this audit adjustment.

- Property, plant and equipment – Downward revaluation of £1.122 million required on St Georges School due to errors in the valuers (NPS) working paper. This reduces the non-current asset value in the balance sheet but there is no general fund impact resulting from this audit adjustment.

- Property, plant and equipment – Net downward revaluation of £2.236 million on PPE assets following updated valuations from the valuer (NPS). This reduces the non-current asset value in the balance sheet but there is no general fund impact resulting from this audit adjustment.

- IAS 19 Pensions – Increase in the value of the pension liability of £2.560 million due to increases in the investment values as a result of timing differences in the valuation of these investments by the actuary.

We have identified several disclosure adjustments during the audit. We have judged that only one of these adjustments warrant flagging to the Audit Committee in this report:

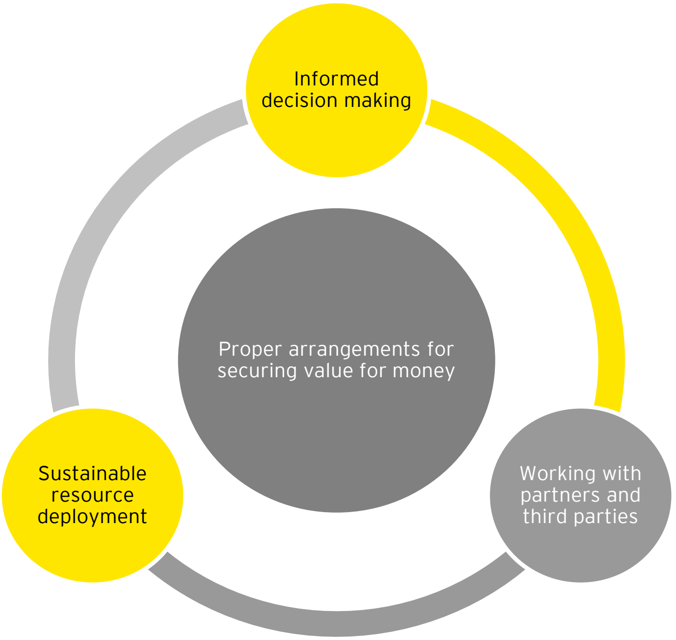
Going Concern – The impact of Covid-19 has substantial implications for the Authority's finances. We therefore had to assess the work performed by the Authority to ensure there was an adequate disclosure, with a supporting assessment, on the Authority's viability and liquidity for the period of at least 12 months from the proposed date of the auditor's report. Our procedures resulted in an additional disclosure in the statement of accounts. See Section 2 for further details on this issue.

Summary of unadjusted differences

We have not identified any unadjusted audit differences.

04 Value for Money Risks

Value for Money



Background

We are required to consider whether the Authority has put in place 'proper arrangements' to secure economy, efficiency and effectiveness on its use of resources. This is known as our value for money conclusion.

For 2019/20 this is based on the overall evaluation criterion:

"In all significant respects, the audited body had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people"

Proper arrangements are defined by statutory guidance issued by the National Audit Office. They comprise your arrangements to:

- Take informed decisions;
- Deploy resources in a sustainable manner; and
- Work with partners and other third parties.

In considering your proper arrangements, we will draw on the requirements of the CIPFA/SOLACE framework for local government to ensure that our assessment is made against a framework that you are already required to have in place and to report on through documents such as your annual governance statement.

Impact of covid-19 on our Value for Money assessment

On 16 April 2020 the National Audit Office published an update to auditor guidance in relation to the 2019/20 Value for Money assessment in the light of Covid-19.

This clarified that in undertaking the 2019/20 Value for Money assessment auditors should consider Local Authorities' response to Covid-19 only as far as it relates to the 2019/20 financial year; only where clear evidence comes to the auditor's attention of a significant failure in arrangements as a result of Covid-19 during the financial year, would it be appropriate to recognise a significant risk in relation to the 2019/20 VFM arrangements conclusion.

Overall conclusion

We identified one significant risk around these arrangements. The table below presents our findings in response to the risk identified in our Audit Plan as well as any risks identified since then and any other significant weaknesses or issues we want to bring to your attention.

Please note that we are still concluding our audit procedures on your arrangements to secure economy, efficiency and effectiveness in your use of resources.

Value for Money Risk

We are only required to determine whether there are any risks that we consider significant within the Code of Audit Practice, where risk is defined as:

"A matter is significant if, in the auditor's professional view, it is reasonable to conclude that the matter would be of interest to the audited body or the wider public"

Our risk assessment supports the planning of enough work to deliver a safe conclusion on your arrangements to secure value for money, and enables us to determine the nature and extent of any further work needed. If we do not identify a significant risk we do not need to carry out further work.

The table below presents the findings of our work in response to the risks areas in our Audit Planning Report as well as any additional risks identified since then.

What is the significant value for money risk?	What arrangements did the risk affect?	What are our findings to-date?
We reported in previous years our views on the financial resilience of the Authority and in particular the scale of the financial challenge it faces. Like most local authorities, the Authority's finances continue to be stretched. There are significant gaps in the budget over the period of the Medium Term Financial Strategy which have still not been addressed. The cumulative unmitigated budget gap to 2022/23 is £30.6 million and this also includes the successful delivery of £26.3 million of savings up to that period and some savings which are still subject to finalisation. It also includes a £10million capitalisation direction currently with MHCLG for approval. The Chief Financial Officer has expressed concerns on the fragility of the Authority's financial position in the robustness statement presented to 25th February 2020 Cabinet supporting the 2020/2021 budget. In particular, there is a risk the Chief Financial Officer could trigger the production of a Section 114 report if the Authority could not report a balanced budget for 2020/21, where: 1. the Capitalisation Direction approval is not confirmed by 31 March 2020; or 2. realistic transformational plans, for reducing the cost of service delivery required to deliver a balanced and sustainable budget for future years, are not developed, and implementation commenced by July 2020. Whilst the Authority is taking action to identify ways to bridge the gaps, there remains a significant risk to its financial resilience.	• Taking informed decisions; and • Deploying resources in a sustainable manner.	To address this risk, we planned: Phase 1 – Financial Resilience Concerns (March to April 2020): ▸ Robust review of the Authority's Medium Term Financial Strategy and the concerns raised by the Chief Financial Officer, including correspondence with MHCLG on the capitalisation direction application; ▸ Developing an understanding of how the Authority identifies its budget gaps and risk mitigations; ▸ Consideration of exercising our statutory powers at this point (by April 2020) and if appropriate issuing a statutory written recommendation under section 24 (schedule 7) of the Local Audit and Accountability Act 2014. Phase 2 – Authority's Response to Financial Resilience Concerns (April to July 2020): ▸ Developing an understanding of how the Authority quantifies and quality assures its savings plans; ▸ Reviewing the extent to which the Authority is addressing the future budget gaps identified within its Medium Term Financial Strategy, including the robustness of assumptions and judgements associated with savings and transformation plans. See the following slide for details of our audit procedures performed.

Value for Money Risk (continued)

What are our findings to-date?

Please note that we are still concluding our audit procedures on your arrangements to secure economy, efficiency and effectiveness in your use of resources.

For both phases of the risk we have engaged with our Strategy and Transactions team to provide specialist support to work with the audit team in reviewing, challenging and exercising appropriate professional scepticism on the Authority's medium-term financial strategy and proposed transformation saving plans.

We have prepared a detailed scope of work for phase 1 and 2 and agreed this with officers at the Authority. We have obtained initial data and information required from the Authority for phase 1 and have drafted our conclusion. We are now completing our procedures on phase 2.

Phase 1 Conclusion: Our modelling suggests that the Authority's forecasts within the current financial year and over the medium-term financial strategy are both reasonable and appropriate compared with our base-case economic scenario. It is however noted that the financial challenge the Authority is facing, is forecast to be considerably more severe in our more volatile economic conditions.

The Authority's ability to deal with these challenges is significantly hindered by their reserve position, which is insufficient in dealing with the forecast financial challenge beyond the current financial year.

The Authority's financial resilience is therefore a significant hinderance on the Authority's ability to provide value for money from public resources, as the financial uncertainty they face over the medium-term makes it difficult for the Authority to make meaningful and sustainable decisions that provide value for money. We therefore expect to modify our value for money conclusion.

Phase 2 Progress: At the time of this report Authority officers are compiling the information and data requirements for the phase 2 work.

Capitalisation Direction: The Authority did obtain its capitalisation direction from MHCLG pre-Covid-19. The Authority took appropriate steps pre-Covid-19 to achieve this and have been open and transparent on its financial resilience risks and pressures, we therefore determined that it was not appropriate to issue a statutory written recommendation at that stage.

Overall Conclusion: We will report to the Audit Committee once this work has been concluded. However, we currently expect to modify our value for money conclusion to recognise that the structural financial resilience pressures and concerns facing the Authority before and after the Covid-19 pandemic have a significant and pervasive impact on the Authority's ability to secure adequate arrangements for Value for Money in its use of resources.

05 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 Statement of Accounts 2019/20 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 Statement of Accounts 2019/20 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.

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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. Our work on the Whole of Government Accounts will be undertaken in December 2020 and will report any matters arising to the Audit Committee.

Other reporting issues

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 Authority to consider it or to bring it to the attention of the public (i.e. "a report in the public interest"). We also have a duty to make written recommendations to the Authority, 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.

At the date of this report, we consider that the Authority has taken all the appropriate steps to openly disclose and report its financial resilience concerns to MHCLG, taxpayers and other key external stakeholders. This applies to the conditions existing before Covid-19 when the Authority did seek and get approval for a capitalisation direction, and the unprecedented factors which exacerbated its financial concerns post Covid-19. There have been frequent public statements, and detailed disclosures in the Authority's unaudited 2019-2020 financial statements. The Authority have formally notified and continue ongoing dialogue with MHCLG on their financial condition and concerns which includes exploring all options on securing a viable Authority now and in the future. The Authority have followed the spirit and intent of the CIPFA guidance on section 114 reporting. The Authority have also worked constructively to address our questions and challenges on the depth and clarity of their going concern disclosures and assessments. On this basis, whilst we are significantly concerned about the Authority's financial condition and the impact on future budgets and service provision for the taxpayers of Peterborough, we also believe the Authority have acted appropriately in key decisions and public reporting. Therefore, it would be a disproportionate step to issue either a public interest report or a statutory recommendation at this stage. However we will revisit this again once we have concluded our remaining consultation processes on the going concern disclosures and the outcome of our Value for Money audit procedures. If we believe there are any fundamental gaps in the Authority's assessment of financial resilience for the next 12 months and beyond which are important to draw to the attention of taxpayers, external stakeholders and other users of the accounts, we may decide it is appropriate to exercise one of our powers and duties.

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 Authority's financial reporting process. They include the following:

- Significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures;
- Any significant difficulties encountered during the audit;
- Any significant matters arising from the audit that were discussed with management;
- Written representations we have requested;
- Expected modifications to the audit report;
- Any other matters significant to overseeing the financial reporting process;
- Findings and issues around the opening balance on initial audits (if applicable);
- Related parties;
- External confirmations;
- Going concern; and
- Consideration of laws and regulations.

Aside from the matters raised elsewhere in this report, we have no other matters to report.

06 Assessment of Control Environment

Assessment of Control Environment

Financial controls

It is the responsibility of the Authority 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 Authority 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.

07 Data Analytics

Data analytics – Journal Entry Analysis and Payroll Analysis

Analytics Driven Audit

Data analytics

We used our data analysers to enable us to capture entire populations of your financial data. 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 2019/20, our use of these analysers in the Authority's audit included testing journal entries and employee expenses, to identify and focus our testing on those entries we deem to have the highest inherent risk to the audit.

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 the 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 plan.

Payroll Analysis

We also use our journal entry analyser in our payroll testing of the non-schools payroll. We obtain all payroll transactions posted in the year from the general ledger system and perform completeness analysis over the data, including reconciling the total amount to the payroll system. We then analyse the data against a number of specifically designed procedures. These include analysis of payroll costs by month to identify any variances from established expectations, as well as more detailed transactional interrogation.

08 Independence

Confirmation

We confirm that there are no changes in our assessment of independence since our confirmation in our Audit Plan dated 9 March 2020.

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 which you should review, as well as us. It is important that you and your Audit Committee consider the facts known to you and come to a view. If you would like to discuss any matters concerning our independence, we will be pleased to do this at the meeting of the Audit Committee on 16 November 2020.

Relationships, services and related threats and safeguards

The FRC Ethical Standard requires that we provide details of all relationships between Ernst & Young (EY) and your Authority, and its directors and senior management and its affiliates, including all services provided by us and our network to your Authority, its directors 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 01 April 2019 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

Below includes a summary of the fees that you have paid to us in the year ended 31 March 2020 in line with the disclosures set out in FRC Ethical Standard and in statute.

We confirm that none of the services listed in have been provided on a contingent fee basis.

As at the date of this report, there are no future services which have been contracted and no written proposal to provide non-audit services has been submitted.

Fee analysis

As part of our reporting on our independence, we set out below a summary of the fees paid for the year ended 31 March 2019.

We confirm that we have not undertaken non-audit work outside the NAO Code requirements. We have adopted the necessary safeguards in completing this work and complied with Auditor Guidance Note 1 issued by the NAO.

The duty to prescribe fees is a statutory function delegated to Public Sector Audit Appointments Ltd (PSAA) by the Secretary of State for Housing, Communities and Local Government. This is defined as the fee required by auditors to meet statutory responsibilities under the Local Audit and Accountability Act 2014 in accordance with the requirements of the Code of Audit Practice and supporting guidance published by the National Audit Office, the financial reporting requirements set out in the Code of Practice on Local Authority Accounting published by CIPFA/LASAAC, and the professional standards applicable to auditors' work.

	Scale fee 2019/20	Final Fee 2018/19
	£	£
Total Fee – Code work	160,570 (Notes)	106,334
Total fees	TBA	106,334

All fees exclude VAT

Note 1: In the audit planning report dated 9 March we reported the an increase to the 2019/20 scale fee based on the following factors, and expanded in the following slides:

- The lowering of our audit materiality from the prior year and the impact this has on our audit testing across all of the Authority's primary financial statements and supporting notes.
- The need to scope and audit the group accounts for the first time.
- The need to audit the significant and heightened risks presented in this audit plan, which includes incorrect capitalisation of expenditure, MRP and incorrect use of capital receipts.
- The need to engage EY Real Estate to review the valuation of DRC assets.
- The need to engage our advisory experts to support our assessment of the Authority's future plans to address concerns on its future financial resilience.

The total of this additional scale fee was agreed at £77,000. This proposed fee adjustment has been discussed and agreed with officers and at the Authority's Audit Committee. We have also shared the supporting details and had discussions on the fee variation with PSAA. PSAA are currently in the process of finalising their determination of the proposed changes to the scale fee.

Note 2: As detailed in slide 5 we have encountered changes to the audit strategy since our audit planning report that have resulted in additional audit procedures and audit fees:

- The need to engage EY Real Estate to review the valuation of non-DRC and investment properties assets as a result of the RICs guidance to valuers highlighting the uncertain impact of Covid-19.
- The corrected and uncorrected audit adjustments identified in this report.
- The impact of the McCloud consultation on the IAS 19 pension liability.
- The impact of Covid-19 on our audit procedures and the Authority's going concern assessment, including the requirement for internal consultation.

We have received full co-operation from Authority officers in relation to our audit queries and we would like to thank officers for their support in getting us to this stage of the audit. We have encountered some delays in responses to our queries which have caused delays in our audit procedures. This has been due to fewer officers available to answer queries, a loss of expertise in the finance department and some illness in the finance team. We also acknowledge that the audit has been protracted through to November, rather than July which has required more officer time while also drafting phase 1 of the budget.

Our initial estimation of the additional fees as a result of the items identified above is £25,000. This is not included in the £77,000 proposed change to the baseline fee and this element (estimated at £25,000) is subject to the conclusion of the audit, our final determination of the fee variation and subject to further discussions with officers before we provide the supporting details for PSAA to determine.

Fees for the auditor's consideration of correspondence from the public and formal objections will be charged in addition to the scale fee. At the time of this report we have not received any correspondence from the public.

Fee analysis (continued)

We do not believe the existing scale fees provide a clear link with both a public sector organisation's risk and complexity. For an organisation such as Peterborough City Council and the audit complexities encountered the extent of audit procedures now required mean it will take approximately 2,500 hours to complete a quality audit. A commercial benchmark for this size of external audit would be in the region of £250,000. Your scale fee is £83,570 and our current estimate is a final fee of £185,570.

Summary of key factors

1. **Status of sector.** Financial reporting and decision making in local government has become increasingly complex, for example from the growth in commercialisation, speculative ventures and investments. This has also brought increasing risk about the financial sustainability / going concern of bodies given the current status of the sector.

    - To address this risk our procedures now entail higher samples sizes of transactions, the need to increase our use of analytics data to test more transactions at a greater level of depth. This requires a continual investment in our data analytics tools and audit technology to enhance audit quality. This also has an impact on local government with the need to also keep pace with technological advancement in data management and processing for audit.

2. **Audit of estimates.** There has been a significant increase in the focus on areas of the financial statements where judgemental estimates are made. This is to address regulatory expectations from FRC reviews on the extent of audit procedures performed in areas such as the valuation of land and buildings and pension assets and liabilities.

    - To address these findings, our required procedures now entail higher samples sizes, increased requirements for corroborative evidence to support the assumptions, use of our internal specialists and increased correspondence with external specialists.

3. **Regulatory environment.** Other pressures come from the changing regulatory landscape and audit market dynamics:

    - Parliamentary select committee reports, the Brydon and Kingman reviews, plus within the public sector the Redmond review and the new NAO Code of Audit practice are all shaping the future of Local Audit. These regulatory pressures all have a focus on audit quality and what is required of external auditors.

    - This means continual investment in our audit quality infrastructure in response to these regulatory reviews, the increasing fines for not meeting the requirements plus changes in auditing and accounting standards. As a firm our compliance costs have now doubled as a proportion of revenue in the last five years. The regulatory lens on Local Audit specifically, is greater. We are three times more likely to be reviewed by a quality regulator than other audits, again increasing our compliance costs of being within this market.

Fee analysis (continued)

Summary of key factors (continued)

4. As a result public sector auditing has become less attractive as a profession, especially due to the compressed timetable, regulatory pressure and greater compliance requirements. This has contributed to higher attrition rates in our profession over the past year and the shortage of specialist public sector audit staff and multidisciplinary teams (for example valuation, pensions, tax and accounting) during the compressed timetables.

   - We need to invest over a five to ten-year cycle to recruit, train and develop a sustainable specialist team of public sector audit staff. We and other firms in the sector face intense competition for the best people, with appropriate public sector skills, as a result of a shrinking resource pool. We need to remunerate our people appropriately to maintain the attractiveness of the profession, provide the highest performing audit teams and protect audit quality.

   - We acknowledge that local authorities are also facing challenges to recruit and retain staff with the necessary financial reporting skills and capabilities. This though also exacerbates the challenge for external audits, as where there are shortages it impacts on the ability to deliver on a timely basis.

Next steps

We have communicated with management, this Audit Committee and PSAA on our proposed changes to the baseline fee for the 2019-2020 external audit. This detail was set out in our audit planning report with a proposed £77,000 increase in the scale fee. We will conclude discussions with management and notify PSAA of our proposed final fee to take account of the points raised on page 45.

New UK Independence Standards

The Financial Reporting Council (FRC) published the Revised Ethical Standard 2019 in December and it will apply to accounting periods starting on or after 15 March 2020. A key change in the new Ethical Standard will be a general prohibition on the provision of non-audit services by the auditor (and its network) which will apply to UK Public Interest Entities (PIEs). A narrow list of permitted services will continue to be allowed.

Summary of key changes

- Extraterritorial application of the FRC Ethical Standard to UK PIE and its worldwide affiliates
- A general prohibition on the provision of non-audit services by the auditor (or its network) to a UK PIE, its UK parent and worldwide subsidiaries
- A narrow list of permitted services where closely related to the audit and/or required by law or regulation
- Absolute prohibition on the following relationships applicable to UK PIE and its affiliates including material significant investees/investors:
    - Tax advocacy services
    - Remuneration advisory services
    - Internal audit services
    - Secondment/loan staff arrangements
- An absolute prohibition on contingent fees.
- Requirement to meet the higher standard for business relationships i.e. business relationships between the audit firm and the audit client will only be permitted if it is inconsequential.
- Permitted services required by law or regulation will not be subject to the 70% fee cap.
- Grandfathering will apply for otherwise prohibited non-audit services that are open at 15 March 2020 such that the engagement may continue until completed in accordance with the original engagement terms.
- A requirement for the auditor to notify the Audit Committee where the audit fee might compromise perceived independence and the appropriate safeguards.
- A requirement to report to the audit committee details of any breaches of the Ethical Standard and any actions taken by the firm to address any threats to independence. A requirement for non-network component firm whose work is used in the group audit engagement to comply with the same independence standard as the group auditor. Our current understanding is that the requirement to follow UK independence rules is limited to the component firm issuing the audit report and not to its network. This is subject to clarification with the FRC.

Next Steps

We will continue to monitor and assess all ongoing and proposed non-audit services and relationships to ensure they are permitted under FRC Revised Ethical Standard 2016 which will continue to apply 31 March 2020 as well as the recently released FRC Revised Ethical Standard 2019 which will be effective from 1 April 2020. We will work with you to ensure orderly completion of the services or where required, transition to another service provider within mutually agreed timescales.

We do not provide any non-audit services which would be prohibited under the new standard.

Other communications

EY Transparency Report 2019
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 2019: https://assets.ey.com/content/dam/ey-sites/ey-com/en_uk/about-us/transparency-report-2019/ey-uk-2019-transparency-report.pdf

09 Appendices

Appendix A

Audit approach update

We summarise below our approach to the audit of the balance sheet and any changes to this approach from the prior year audit.

Our audit procedures are designed to be responsive to our assessed risk of material misstatement at the relevant assertion level. Assertions relevant to the balance sheet include:

- Existence: An asset, liability and equity interest exists at a given date
- Rights and Obligations: An asset, liability and equity interest pertains to the entity at a given date
- Completeness: There are no unrecorded assets, liabilities, and equity interests, transactions or events, or undisclosed items
- Valuation: An asset, liability and equity interest is recorded at an appropriate amount and any resulting valuation or allocation adjustments are appropriately recorded
- Presentation and Disclosure: Assets, liabilities and equity interests are appropriately aggregated or disaggregated, and classified, described and disclosed in accordance with the applicable financial reporting framework. Disclosures are relevant and understandable in the context of the applicable financial reporting framework

Balance sheet category	Audit Approach in current year	Audit Approach in prior year	Explanation for change
Property, plant and equipment	Substantively test all relevant assertions	Substantively tested all relevant assertions	No change
Investment property			
Intangible assets			
Short term debtors			
Cash & cash equivalents			
Short & long term borrowing			
Short & long term creditors			
Short term provisions			
Other long term liabilities			
Capital grants received in advance			
Reserves			

Appendix B

Summary of communications during 2019/20

Date	Nature	Summary
6 December 2019	Meeting	EY introducing Neil Harris as the new Engagement Partner and hand over meeting held with outgoing Engagement Partner, Suresh Patel, and S151 officer.
13 February 2020	Meeting	EY attended a planning meeting with S151 officer and the finance team to discuss the phasing of the audit and any key issues.
9 March 2020	Report	EY provided Audit Planning Report for 23 March 2020 Audit Committee
3 April 2020	Call	EY and S151 discussed the Peterborough City Council capitalisation direction and impact of Covid-19 on the Authority.
17 June 2020	Meeting	EY and S151 discussed the progress on the draft financial statements.
13 July 2020	Meeting	EY attended Audit Committee to provide an update to the audit strategy as a result of Covid-19
14 August 2020	Meeting	Audit team held meetings with the finance team to discuss audit progress and agree any findings.
From 24 September 2020	Weekly Meetings	EY and S151 discussed the financial position of the Authority and pressure arising from Covid-19, including the actions the Authority were taking and the impact on the financial statements, audit procedures and audit reporting.
3 November 2020	Report	EY provided this Audit Results Report (ISA 260 report) for 16 November 2020 Audit Committee
16 November 2020	Meeting	EY attended Audit Committee to present this Audit Results Report (ISA 260 report).

In addition to the above specific meetings and letters the audit team met with the management team multiple times throughout the audit to discuss audit progress and audit findings.

Appendix C

Required communications with the Audit Committee

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

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		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 Plan - March 2020
Planning and audit approach	Communication of the planned scope and timing of the audit, any limitations and the significant risks identified.	Audit Plan - March 2020
Significant findings from the audit	▸ 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 – November 2020

Appendix C

Required communications	What is reported?	Our Reporting to you When and where
Major Local Authorities	For the audits of financial statements of public interest entities our written communications to the Audit Committee include: ▶ A declaration of independence ▶ The identity of each key audit partner ▶ The use of non-member firms or external specialists and confirmation of their independence ▶ The nature and frequency of communications ▶ A description of the scope and timing of the audit ▶ Which categories of the balance sheet have been tested substantively or controls based and explanations for significant changes to the prior year, including first year audits ▶ Materiality ▶ Any going concern issues identified ▶ Any significant deficiencies in internal control identified and whether they have been resolved by management ▶ Subject to compliance with regulations, any actual or suspected non-compliance with laws and regulations identified relevant to the audit committee ▶ Subject to compliance with regulations, any suspicions that irregularities, including fraud with regard to the financial statements, may occur or have occurred, and the implications thereof ▶ The valuation methods used and any changes to these including first year audits ▶ The scope of consolidation and exclusion criteria if any and whether in accordance with the reporting framework ▶ The completeness of documentation and explanations received ▶ Any significant difficulties encountered in the course of the audit ▶ Any significant matters discussed with management ▶ Any other matters considered significant	Audit Plan – March 2020 and Audit Results Report – November 2020

Appendix C

		Our Reporting to you
Required communications	**What is reported?**	**When and where**
Going concern	Events or conditions identified that may cast significant doubt on the entity's ability to continue as a going concern, including: ▸ Whether the events or conditions constitute a material uncertainty ▸ Whether the use of the going concern assumption is appropriate in the preparation and presentation of the financial statements ▸ The adequacy of related disclosures in the financial statements	Audit Results Report – November 2020
Misstatements	▸ Uncorrected misstatements and their effect on our audit opinion ▸ 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 – November 2020
Subsequent events	▸ Enquiry of the Audit Committee where appropriate regarding whether any subsequent events have occurred that might affect the financial statements.	Audit Results Report – November 2020
Fraud	▸ Enquiries of the Audit Committee to determine whether they have knowledge of any actual, suspected or alleged fraud affecting the Authority ▸ 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 Authority, any identified or suspected fraud involving: 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 – November 2020

Appendix C

		Our Reporting to you
Required communications	**What is reported?**	**When and where**
Related parties	Significant matters arising during the audit in connection with the Authority's related parties including, when applicable: ▸ 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 Authority	Audit Results Report – November 2020
Independence	Communication of all significant facts and matters that bear on EY's, and all individuals involved in the audit, objectivity and independence. Communication of key elements of the audit engagement partner's consideration of independence and objectivity such as: ▸ 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 Communications whenever significant judgments are made about threats to objectivity and independence and the appropriateness of safeguards put in place. For public interest entities and listed companies, communication of minimum requirements as detailed in the FRC Revised Ethical Standard 2016: ▸ Relationships between EY, the company and senior management, its affiliates and its connected parties ▸ Services provided by EY that may reasonably bear on the auditors' objectivity and independence ▸ Related safeguards ▸ Fees charged by EY analysed into appropriate categories such as statutory audit fees, tax advisory fees, other non-audit service fees ▸ A statement of compliance with the Ethical Standard, including any non-EY firms or external experts used in the audit	Audit Plan – March 2020 and Audit Results Report – November 2020

Appendix C

Required communications	What is reported?	Our Reporting to you When and where
	▸ Details of any inconsistencies between the Ethical Standard and Authority's policy for the provision of non-audit services, and any apparent breach of that policy ▸ Details of any contingent fee arrangements for non-audit services ▸ Where EY has determined it is appropriate to apply more restrictive rules than permitted under the Ethical Standard ▸ The audit committee should also be provided an opportunity to discuss matters affecting auditor independence	
External confirmations	▸ 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	▸ 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
Significant deficiencies in internal controls identified during the audit	▸ Significant deficiencies in internal controls identified during the audit.	Audit Results Report – November 2020

Appendix C

Required communications	What is reported?	Our Reporting to you When and where
Group Audits	▸ An overview of the type of work to be performed on the financial information of the components ▸ An overview of the nature of the group audit team's planned involvement in the work to be performed by the component auditors on the financial information of significant components ▸ Instances where the group audit team's evaluation of the work of a component auditor gave rise to a concern about the quality of that auditor's work ▸ Any limitations on the group audit, for example, where the group engagement team's access to information may have been restricted ▸ Fraud or suspected fraud involving group management, component management, employees who have significant roles in group-wide controls or others where the fraud resulted in a material misstatement of the group financial statements.	Audit Results Report – November 2020
Written representations	▸ Written representations we are requesting from management and/or those charged with governance	Audit Results Report – November 2020
Material inconsistencies or misstatements	▸ Material inconsistencies or misstatements of fact identified in other information which management has refused to revise	Audit Results Report – November 2020
Auditors report	▸ Any circumstances identified that affect the form and content of our auditor's report	Audit Results Report – November 2020
Fee Reporting	▸ Breakdown of fee information when the audit plan is agreed ▸ Breakdown of fee information at the completion of the audit ▸ Any non-audit work	Audit Plan – March 2020 and Audit Results Report – November 2020

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Management representation letter - Draft

Management Rep Letter

XX November 2020

Neil Harris
Partner
Ernst & Young LLP
1 More London Place
London
SE1 2AF

Dear Neil

This letter of representations is provided in connection with your audit of the consolidated and council financial statements of Peterborough City Council ("the Group and Council") for the year ended 31 March 2020. 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 Peterborough City Council as of 31 March 2020 and of its financial performance (or operations) and its cash flows for the year then ended in accordance with, for the Group and Council CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.

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, 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 2019/20.

2. We acknowledge, as members of management of the Group and Council, our responsibility for the fair presentation of the consolidated and council financial statements. We believe the consolidated and council 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 2019/20 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 have 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 2019/20 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 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 consolidated and council financial statements taken as a whole. We have not corrected these differences identified and brought to our attention by the auditor because [specify reasons for not correcting misstatement].

Management representation letter - Draft

Management Rep Letter

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

1. We acknowledge that we are responsible for determining that the Group and Council's activities are conducted in accordance with laws and regulations and that we are responsible for identifying and addressing any non-compliance with applicable laws and regulations, including fraud.

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, any 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 consolidated and council financial statements, including those related to the COVID-19 pandemic.

3. We have made available to you all minutes of the meetings of the Group, Council, Cabinet and Audit Committee held through the year to 16 November 2020.

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 year ended, as well as related balances due to or from such parties at the 31 March 2020 year end. These transactions have been appropriately accounted for and disclosed in the consolidated and council financial statements.

5. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

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 - Draft

Management Rep Letter

7. From the date of our last management representation letter 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.

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 to litigation and claims, both actual and contingent, and have disclosed in Note 40 to the consolidated and council financial statements all guarantees that we have given to third parties.

E. Subsequent Events

1. There have been no events, including events related to the COVID-19 pandemic, subsequent to year-end which require adjustment of or disclosure in the consolidated and council financial statements or notes thereto.

F. Group audits

1. There are no significant restrictions on our ability to distribute the retained profits of the Group because of statutory, contractual, exchange control or other restrictions other than those indicated in the Group financial statements.

2. Necessary adjustments have been made to eliminate all material intra-group unrealised profits on transactions amongst council, subsidiary undertakings and associated undertakings.

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. Going Concern (subject to final disclosures in the Authority's financial statements)

Note [X] to the consolidated and council 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.

I. Use of the Work of a Specialist

1. We agree with the findings of the specialists that we engaged to evaluate the property, plant and equipment and investment property valuations and have adequately considered the qualifications of the specialists in determining the amounts and disclosures included in the consolidated and council 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.

Management representation letter – Draft

Management Rep Letter

J. Estimates

- Minimum Revenue Provision
- Pensions Liability
- Private Finance Initiative
- Property, plant and equipment/Investment Properties – valuations and impairment
- Provision for impairment and recoverability of receivables

1. We believe that the measurement processes, including related assumptions and models, used to determine the accounting estimates have been consistently applied and are appropriate in the context of the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.

2. We confirm that the significant assumptions used in making the estimates appropriately reflect our intent and ability to carry out our statutory services on behalf of the entity.

3. We confirm that the disclosures made in the consolidated and council financial statements with respect to the accounting estimates are complete, including the effects of the COVID-19 pandemic, and made in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.

4. We confirm that no adjustments are required to the accounting estimates and disclosures in the consolidated and council financial statements due to subsequent events, including due to the COVID-19 pandemic.

K. 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,

____

(Chief Financial Officer)

____

(Chair of the Audit Committee)

Appendix E

Accounting and regulatory update

Future accounting developments

Since the date of our last report to the Audit Committee, there have been a number of exposure drafts, discussion papers and other projects issues. The following table provides a high level summary of those that have the potential to have the most significant impact on you:

Name	Summary of key measures	Impact on Peterborough City Council
IFRS 16	▶ The adoption of IFRS 16 by CIPFA/LASAAC as the basis for preparation of Local Authority Financial Statements has been deferred until 1 April 2021. The Authority will therefore no longer be required to undertake an impact assessment, and disclosure of the impact of the standard in the financial statements does not now need to be financially quantified in 2019/20.	▶ Consider systems impact and need to gather information for comparatives ▶ Consider timetable to implementation

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Appendix E

Regulatory update

Since the date of our last report to the Audit Committee, there have been a number of regulatory developments. The following table provides a high level summary of those that have the potential to have the most significant impact on you:

Name	Summary of key measures	Impact on Peterborough City Council
Code of Audit Practice 2020	▸ The updated Code of Audit Practice issued by the National Audit Office has introduced some significant changes to the requirements regarding auditors' work on the value for money conclusion, which will be applicable from 2020/21.	▸ The NAO are currently updating the Auditor Guidance Notes which will set out how the new Code of Audit Practice should be applied when carrying out value for money work. As such, the impact remains to be confirmed. ▸ Further updates will be provided when possible.
Going Concern - ISA (UK) 570 (Revised September 2019)	▸ The standard is effective for audits of financial statements for periods commencing on or after 15 December 2019, however EY expects to early-adopt the revised standard for all of our audits of periods ending on or after 30 June 2020. ▸ This auditing standard has been revised in response to enforcement cases and well-publicised corporate failures where the auditor's report failed to highlight concerns about the prospects of entities which collapsed shortly after.	▸ Practice Note 10, which sets out how the auditing standards are applied in a public sector context, is currently being revised, including in light of the updated standard for Going Concern. As such, the impact is not clear at this stage. ▸ Further updates will be provided when possible.
Independence	▸ The Financial Reporting Council (FRC) published the Revised Ethical Standard 2019 in December and will be effective from 15 March 2020. A key change in the new Ethical Standard will be a general prohibition on the provision of non-audit services by the auditor (and its network) which will apply to companies that are UK Public Interest Entities (PIEs) . This prohibition will also extend to any UK parent and apply to all worldwide subsidiaries. A narrow list of permitted services will continue to be allowed.	▸ We do not provide any non-audit services. ▸ We will continue to monitor and assess all proposed non-audit services and relationships to ensure they are permitted under the FRC Revised Ethical Standard 2019 which will be effective from 15 March 2020.

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Appendix F - Reflections from the Redmond review

Independent Review into the Oversight of Local Audit and the Transparency of Local Authority Financial Reporting

Published on the 8th September 2020, Sir Tony Redmond's findings and recommendations from his independent review provides a significant opportunity to shape the future sustainability of local government financial reporting and auditing. We believe this will help ensure audit continues to meet the evolving needs of local authorities, the public, and the public interest.

Guiding principles for reform

We believe reforms should be guided by the following principles:

- Reforms should enhance, or at least should not create risks to, the quality of financial reporting and external audit.
- The importance of the multidisciplinary audit firm model, to enable local auditors to respond efficiently and effectively to the increased reporting complexity, risks and financial resilience pressures we have seen facing the public sector pre and post Covid-19.
- There should not be a two-tier system of generally accepted accounting and auditing standards between the public and corporate sectors.
- To be effective and sustainable, reforms need to focus on the public sector financial reporting and external audit ecosystem as a whole.

Appendix F - Reflections from the Redmond review

Taking our guiding principles, we broadly welcome the Redmond review and proposals, in particular:

Quality of financial reporting and external audit

- The recognition that all stakeholders in the ecosystem have a role to play to improve accountability, transparency and sustainability. This includes improving the effectiveness of Audit Committees, strengthening the training skills, capacity capability and attractiveness of the public sector finance and audit professions.
- His conclusion that the current procurement and fee structure does not support sustainable audit quality. We have provided you with our perspectives on how baseline audit fees need to change to take account of your risk profile, complexity as well as the regulatory and professional context which drive our audits.

Reforming the public sector financial reporting and external audit ecosystem

- Establishing the Office for Local Audit Regulation (OLAR), which provides a "system leader" and will bring clarity to the existing framework for local authority audit.
- The importance of MHCLG establishing a liaison committee of all key stakeholders to oversee reforms. To begin with MHCLG should take urgent action to implement primary legislation to establish OLAR, revise the timetable for financial reporting and revisit the procurement and fee structure for public sector audit.

Multidisciplinary audit firm model

- The importance of the auditors work to critically assess the financial resilience and viability of public sector bodies and his proposals on how this assessment could be enhanced within the NAOs code of audit practice.

Safeguarding professional accounting and auditing standards

- The need for CIPFA/LASAAC to revisit the accounting code and introduce summarised accounts. We agree that there is a need for more proportionality in the Code which also sets out the expectations of practitioners and auditors and how this could be applied in areas such as pensions and asset valuations. However, we believe that any future proposals on the accounting code should not create a two-tier system.

What are we doing in the meantime?

1. Planning for a 30 September financial reporting target date for 2020/2021 accounts, integrated with our NHS work.
2. Implementing the new NAO code and changes to our VFM conclusion work and reporting for 2020/2021 audits. We will also work with the NAO and other audit suppliers on any refinements to how auditors assess financial resilience.
3. Continuing to engage with and influence MHCLG, NAO, PSAA CIPFA/LASAAC, FRC and other key stakeholders on the actions required to implement the Redmond proposals as swiftly as possible and how these effectively align to the broader package of audit reforms which BIES will consult on later this year.

Draft audit report

This is an example report. Our audit report will not be completed and issued until the work and internal consultation are complete.

Our opinion on the financial statements

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PETERBOROUGH CITY COUNCIL

Opinion

We have audited the financial statements of Peterborough City Council for the year ended 31 March 2020 under the Local Audit and Accountability Act 2014. 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 and the related notes 1 to [x];
- Collection Fund and the related notes 1 to [x]]; and
- Statement of Accounting Policies

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 2019/20.

In our opinion the financial statements:

- give a true and fair view of the financial position of Peterborough City Council as at 31 March 2020 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 2019/20.

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 Peterborough City 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 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.

Material uncertainty related to going concern (PROVISIONAL WORDING SUBJECT TO PROFESSIONAL PRACTICE CONSULTATION).

We draw attention to Note XX in the financial statements, which describes the Council's ability to continue as a going concern. As stated in Note XX, this indicates that a material uncertainty exists that may cast significant doubt on the Council's ability to continue providing the current level of services without an increase in planned funding. Our opinion is not modified in respect of this matter.

Other information

The other information comprises the information included in the Statement of Accounts 2019/20, other than the financial statements and our auditor's report thereon. The Chief Finance Officer is responsible for the other information.

Our opinion on the financial statements

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.

In connection with our audit of 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 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 or a material misstatement of the other information. 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.

Opinion on other matters prescribed by the Local Audit and Accountability Act 2014

Arrangements to secure economy, efficiency and effectiveness in the use of resources (FINAL CONCLUSION TO BE CONFIRMED)

In our opinion, based on the work undertaken in the course of the audit, having regard to the guidance issued by the Comptroller and Auditor General in April 2020, we are/are not satisfied that, in all significant respects, Peterborough City Council put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2020.

Please note that our work on value for money is still ongoing. Given the Council's financial position, and similar to our reporting on going concern, we are likely to issue an adverse qualification on the VFM conclusion.

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;
- we make written recommendations to the audited body under Section 24 of the Local Audit and Accountability Act 2014;
- 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;
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014.

We have nothing to report in these respects.

Responsibility of the Chief Finance Officer

As explained more fully in the Statement of Responsibilities set out on pages [...], the Chief Finance Officer is responsible for the preparation of the Statement of Accounts, 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 2019/20, and for being satisfied that they give a true and fair view.

In preparing the financial statements, the Chief Finance Officer is responsible for assessing the Authority'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 Authority either intends to cease operations, or have no realistic alternative but to do so.

Appendix G - Audit Report

Our opinion on the financial statements

The Authority 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.

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.

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, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in April 2020, as to whether Peterborough City Council had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criterion as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether Peterborough City Council put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2020.

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, Peterborough City 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 to satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the National Audit Office (NAO) requires us to report to you our conclusion relating to proper arrangements.

We report if significant matters have come to our attention which prevent us from concluding that the Authority has put in place 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 Authority'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 completed the work necessary to issue our assurance statement in respect of the Authority's Whole of Government Accounts consolidation pack. We are satisfied that this work does not have a material effect on the financial statements or on our value for money conclusion.

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AUDIT COMMITTEE	AGENDA ITEM No. 5
16 NOVEMBER 2020	PUBLIC REPORT

Report of:	Pete Carpenter, Acting Corporate Director of Resources
Cabinet Member(s) responsible:	Councillor Seaton, Resources Portfolio Holder

Contact Officer(s):	Steve Crabtree, Chief Internal Auditor	Tel. 384557

INTERNAL AUDIT: MID YEAR PROGRESS REPORT 2020 / 2021

R E C O M M E N D A T I O N S	
FROM: Pete Carpenter, Acting Corporate Director of Resources	**Deadline date:** N/A
It is recommended that Audit Committee: 1. Note the progress of the Internal Audit plan for 2020 / 2021	

1. ORIGIN OF REPORT

1.1 This report is submitted to Audit Committee as a routine planned report within the 2020 / 2021 work programme of the Committee.

2. PURPOSE AND REASON FOR REPORT

2.1 The Terms of Reference for the Audit Committee (agreed at Full Council) set out the key roles of the Committee including the following "2.2.2.1 *To consider the annual audit report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the council's corporate governance arrangements*".

2.2 The purpose of this report provides an overall opinion on the soundness of the control environment in place to minimise risk to the council. It is based on the findings of the completed internal audits from the Annual Audit Plan 2019 / 20120 as at 30 September 2019.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	**NO**	If yes, date for Cabinet meeting	N/A

4. INTERNAL AUDIT UPDATE

4.1 ***<u>Background</u>***

The details of the progress of the 2020 / 2021 plan are documented in **Appendix A** and **Appendix B**. Internal Audit utilise an assessment tool which allows us to continually assess risks and prioritise our work accordingly. As such, as well as listing the audits completed, this report details the audits we plan to conduct, or which are underway, based on our current assessment of risk. Audits which are new have been highlighted. We will continue to appraise risk and refine our audit plans, therefore those audits that have yet to be started could be replaced if risk levels change

4.2 Due to the cancellation of the March Audit committee meeting, our Internal Audit plan was submitted to the July meeting. By that time, we were able to revise the plan based on the new risks emerging from the pandemic. This report highlights progress against this revised plan.

4.3 <u>Resources</u>

4.3.1 The 2020 / 21 plan was compiled on the basis of an in house team with an establishment of **6.1** full time equivalent staff (FTE). Within that establishment figure the Chief Internal Auditor also has responsibilities for Investigations, Insurance and Corporate Complaints. Management of these non-audit activities reduced the direct audit time to 5.7 FTE.

4.3.2 Internal Audit has provided audit services to Vivacity and the Combined Authority for a number of years. These arrangements have come to a close this year, but some work has been carried out in the first half of the year. This work has reduced resource available for audit at Peterborough to 5.2 FTE.

4.3.3 Following the emergency response to the pandemic, Internal Audit team members volunteered to provide support to the Covid-19 Co-ordination Hub. This took the form of a temporary secondment for one member of the team and a one-day-a-week arrangement for another. This has further reduced audit resource to 4.0 FTE in the first half of the year. Further change may be occur should there be further call on resources to support the Councils effort against Covid-19.

4.3.4 The revised plan continues to highlight those audits that are not achievable within the currently available resource levels, but it remains highly flexible to respond to risks as they arise.

4.4 <u>Performance and Outputs</u>

4.4.1 One of four levels of assurance is allocated to each audit review. These assurance levels are: SUBSTANTIAL; REASONABLE; LIMITED; and NO ASSURANCE. Where concerns have been identified resulting in limited or no assurance, the Executive Summaries for these reviews are included within **Appendix C**, once the review has been agreed and finalised. There are two reports that fall into this category at this time – IT Asset Management and Teacher's Pensions.

4.4.2 Of the 47 audits planned for the year, 23 have been completed, 16 are in progress and 12 are yet to be started.

4.4.3 It is too early in the audit year to provide an opinion on the internal controls operating across the Council that have been subject to audit from the 2020 / 2021 audit plans. There are no significant issues to be brought to the Committee's attention at this time.

5. CONSULTATION

5.1 This report and accompanying appendices have been issued to the Acting Corporate Director of Resources and the Joint Director of Legal and Governance Services

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 That the Audit Committee is informed of Internal Audit's progress against the Annual Audit Plan. In addition, that the Audit Committee is made aware of any key control issues highlighted by our work.

7. REASON FOR THE RECOMMENDATION

7.1 The Council is subject to the Accounts and Audit Regulations and as such must make provision for Internal Audit in accordance with the CIPFA Code of Practice and the Public Sector Internal Audit Standards. It must also produce an Annual Governance Statement to be published with the Council's financial accounts. This report and associated papers demonstrate how the audit service is progressing against the audit plan how it will contribute to the Statement.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 The alternative of not providing an Internal Audit service is not an option.

9. IMPLICATIONS

Financial Implications

9.1 During the year, Internal Audit reports will generate a series of recommendations. While implementing these may have resource implications for the various areas under review, Internal Audit discuss and agree recommendations with the auditee prior to the issue of the final audit report. Therefore it is assumed that their implementation can and will be undertaken either with existing resources or with additional resources that they can readily call upon.

Legal Implications

9.2 The Internal Audit service is undertaken in accordance with the requirements of section 151 of the Local Government Act and the requirements of the Accounts and Audit Regulations. There would be a legal implication if an Internal Audit service was not provided for, and if mechanisms were not in place to carry out a review of internal control, governance and risk management as a basis for the Annual Governance Statement.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

10.1 Used to prepare this report in accordance with the Local Government (Access to Information) Act 1985

- Internal Audit Annual Plan 2020 / 2021
- Internal Audit written output (reports, memos, grant certifications)

11. APPENDICES

11.1 Appendix A: Internal Audit Mid Year Progress Report 2020 / 2021 (to 30 September 2020)

Appendix B: Progress against agreed Audit Plan

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APPENDIX A

PETERBOROUGH CITY COUNCIL

INTERNAL AUDIT MID-YEAR PROGRESS REPORT 2020/ 2021 TO 30 SEPTEMBER 2020

1. INTRODUCTION

1.1 The purpose of this report is to bring the Committee up to date with progress made against the delivery of the 2020 / 2021 Internal Plan. The information included in the progress report will feed into and inform our overall opinion in the Annual Audit Opinion report issued at the year end. This opinion will in turn be used to inform the Annual Governance Statement included in the Statement of Accounts and signed by the Chief Executive and Leader of the Council.

1.2 Internal Audit use an assessment tool which allows us to continually assess risks and prioritise our work accordingly. As such, this report details the audits we plan to conduct, or which are underway, based on our current assessment of risk. Audits which are new have been highlighted in the table below. We will continue to appraise risk and refine our audit plans, therefore the audits listed in Appendix B that have yet to be started could be replaced if risk levels change.

1.3 Where appropriate each report we issue during the year is given an overall opinion based on four levels of assurance. To obtain this assurance, we look at the number and type of recommendations we make in each report and are summarised below:

AUDIT ASSURANCE OPINIONS	
Assurance	**Definitions**
Substantial	The internal control system is well designed to meet objectives and address relevant risks, and key controls are consistently applied. There may be some scope to improve the design of, or compliance with, the control framework in order to increase efficiency and effectiveness.
Reasonable	The internal control system is generally sound but there are some weaknesses in the design of controls and / or the inconsistent application of controls. Opportunities exist to strengthen the control framework and mitigate further against potential risks.
Limited	The internal control system is poorly designed and / or there is significant non-compliance with controls, which can put the system objectives at risk. Therefore, there is a need to introduce additional controls and improve compliance with existing ones to reduce the risk exposure for the Authority.
No	There are significant weaknesses in the design of the internal control system, and there is consistent non-compliance with those controls that exist. Failure to improve controls will expose the Authority to significant risk, which could lead to major financial loss, embarrassment or failure to achieve key service objectives.

1.5 Should an audit report identify **LIMITED** or **NO** assurance, then as a matter of course those areas are followed up. Our work is carried out to assist in improving control. **However management is responsible for developing and maintaining an internal control framework**.

1.6 Our recommendations are graded, dependent on the severity of the findings, see below:

RECOMMENDATION RATINGS		
Status	**Definitions**	**Implementation**
Critical	Extreme control weakness that jeopardises the complete operation of the service.	Immediately
High	Fundamental control weakness which significantly increases the risk / scope for error, fraud, or loss of efficiency.	As a matter of priority
Medium	Significant control weakness which reduces the effectiveness of procedures designed to protect assets and revenue of the Authority.	At the first opportunity
Low	Control weakness, which, if corrected, will enhance control procedures that are already relatively robust.	As soon as reasonably practical

2 <u>IMPACT of COVID-19 and REVISED PLANS</u>

2.1 Following the outbreak of the Covid-19 pandemic in late March 2020, Internal Audit introduced a strategy setting our priorities and how we would contribute to the Council response. Work on the 2020 / 21 plan was suspended; however we prioritised external fee paying work and time bound internal work (such as grant certifications) while waiting for information on volunteering opportunities. We also contacted senior management directly offering our skills to areas of the Council that required backfilling due to the emergency response, resulting in provision of support to the Education Finance team.

2.2 The original Annual Audit plan for 2020 / 21 was produced in line with the normal Audit Committee timetable, and was to be presented at the March meeting. However, this meeting was cancelled, as we know, due to the lockdown requirements. A revised plan was eventually submitted to the July meeting, convened under the new legislation allowing for remotely held committee meetings.

2.2 Due to the timing of the revised plan, we were able to build in what we already knew about the impact of the pandemic on both the Internal Audit team and the council as a whole. During the initial months of the pandemic we researched and documented the numerous changes to working practices that supported staff to be able to work from home and enabled the Council to provide additional services. We used this to inform our risk assessment and re-prioritised our plans accordingly. Directors and their management teams were also contacted for their input. The plan now provides a high degree of focus on activities that have been initiated in response to the pandemic, as well as business as usual processes that have changed. We were also able to account for the reduction in resources as team members volunteered to provide support to the Covid-19 Co-ordination Hub. This has taken the form of a temporary secondment for one member of the team, and a one-day-a-week arrangement for another.

2.3 A significant amount of time has been spent on government led initiatives to support the economy, the key one being Business Support Grants. Initial advice was given during the scheme set-up and work is now underway to provide assurance that payments have been in line with the criteria set. This work is being carried out under guidance from the Department of Business, Energy and Industrial Strategy and includes monthly reporting requirements and risk assessments until March 2021. We are also currently looking at the process for paying care homes under the Infection Control Grant funding and also the provision of food parcels by the Co-ordination Hub.

2.4 Another strand of work has been to provide assurance on financial transactions. Government has advised a relaxation in payment controls to enable speedier payments to businesses and the setting up of new suppliers and contracts. We are currently reviewing Purchasing Card transactions and also payment controls to provide assurance in these key areas of risk.

2.5 We have pursued the completion of the 2019 / 20 plan, although this has been delayed in some instances due to the need to reassign audits within the team and also because the availability of staff to respond to requests for information has been limited. Two audits have been finalised and we are working on the remaining two.

2.6 The plan attached at Appendix B remains the same as that presented to Audit Committee in July, except where additional unplanned work has arisen. However we will ensure the plan remains flexible, responding to risks as they arise and also to changes in resource levels if staff are re-deployed to other duties.

3. **EXTERNAL WORK and OTHER DUTIES**

3.1 Internal Audit has provided audit services to the Combined Authority for the past 2 years and this arrangement came to an end during 2020 with their new provider commencing in September 2020. We completed 5 audits in that time, three carried forward from 2019 / 20 and two from the 2020 / 21 plan. This work is chargeable to them under a Service Level Agreement. We do not include details in this report as the work is client confidential.

3.2 Since 2010, Internal Audit has also provided audit services to Vivacity–Peterborough under a Service Level Agreement (SLA). Due to the impact of the pandemic and the subsequent transfer of leisure and cultural activities into Peterborough Ltd and the City College, no audit work has been carried out this year under the SLA. We will, however, incorporate these areas into our universe of auditable areas within Peterborough City Council.

3.3 The Chief Internal Auditor also is charged with management responsibility for both the Insurance and the Investigations Teams at Peterborough City Council (PCC), and separate reports are provided to the Audit Committee for these areas. The CIA also undertakes any Stage 2 Corporate Complaint reviews, as deemed appropriate, and is a member of the Job Evaluation Panel.

3.4 Some audit staff normally support the organisation during the election process, however this has not happened this year.

3.5 To the end of Sept, 106 days have been provided in support of the Covid-19 Co-ordination Hub. These arrangements have, or are due to, come to an end. However, with the current surge in cases and the need to increase hub activities, the impact this may have on the audit team is uncertain.

4. RESOURCES

4.1 Internal Audit is an in house team with an establishment of 6.1 full time equivalent staff (FTE). The resource available to carry out PCC audit work is reduced as a result of the external audit work and other duties carried out (as described in section 2 above). The resultant resource equates to 4 FTE.

4.2 The table below shows the proportion of time spent to September 2020 on PCC audit work, external audit work and other duties and highlights how that impacts on the resource levels.

	Posts		Resources planned	Audit Work PCC	Audit Work external	Other duties (see section 2)	Total available for PCC audit work
	No.	FTE	FTE	%	%	%	FTE
Chief Internal Auditor	1.0	1.0	1.0	63%	13%	24%	0.63
Group Auditor	2.0	1.6	1.6	65%	14%	21%	1.04
Principal Auditor	1.0	0.5	0.4	63%	37%	-	0.26
Senior Auditor	2.0	2.0	2.0	54%	3%	43%	1.08
Auditor	1.0	1.0	1.0	100%	-	-	1.00
TOTAL	**7.0**	**6.1**	**6.0**	**66%**	**9%**	**25%**	**4.01**

4.3 Resources will be further reduced in the second half of the year, due to the resignation of one member of the team, a senior auditor. While it is not anticipated that this post will be filled this year, this will be kept under review because, as mentioned previously, there may also be a loss of staff time in the second half of the year in order to further support the Co-ordination Hub.

4.4 These reductions will be offset to some extent by the loss of the Combined Authority work. However, there has been an increase in audit coverage required due the creation of the wholly owned company, Aragon, and this will need to be absorbed into the reduced resource level.

5. PERFORMANCE and OUTPUTS

5.1 A total of 362 days has been delivered in total, including 44 days under our SLA with the Combined Authority, against a plan of 867 days. The number of days delivered is less than half the total planned for the year and this is due to additional time being spent in the Co-ordination Hub, and also the fact that more annual leave is taken during the summer months.

5.2 A detailed commentary of the progress of the 2020 / 2021 Annual Plan is documented at **Appendix B**. The table below gives a summary of the status of all audit projects. As the plan continues to be prioritised on an ongoing basis these figures may be subject to change.

	Peterborough CC	Combined Authority	TOTAL
Planned Activity			
Original Plan	**47**	**25**	**72**
Actual Activity			
Complete	23	5	28
In Progress	16	0	16
Yet to do	12	0	12
Current Plan	**49**	**5**	**56**

5.3 There have been two finalised reports with a **LIMITED** assurance rating to date. The executive summaries of the IT Asset Management report and the Teacher's Pensions report is attached at **Appendix C**. Audit Committee will be advised of any future reports falling within these categories as part of the audit committee timetable.

5.4 It is too early in the audit year to provide an opinion on the internal controls operating across the Council that have been subject to audit from the 2020 / 2021 audit plans. There are no significant issues to be brought to the Committee's attention at this time.

6 PROGRESS AGAINST AGREED AUDIT PLAN

APPENDIX B

Where audits are "shaded", these represent those jobs not started at 31 October 2020.

AUDIT ACTIVITY	COMMENTARY
Provision for Governance and Anti-Fraud activities that are not subject to risk assessment	
Annual Audit Opinion	**Completed** Annual Opinion 2019 / 2020 presented to Audit Committee on 13 July 2020.
Annual Governance Statement Review	**Completed** Verification of (but not production of) analysed results highlighted for inclusion in the final AGS report to include comparison with the Local Code of Governance. Annual Governance Statement 2019 / 2020 presented to Audit Committee on 13 July 2020.
Annual Investigations Report	**Completed** Annual Report 2019 / 2020 presented to Audit Committee on 13 July 2020.
Mid-Year Audit Progress Report	**Completed** Annual Audit Progress Report 2019 /2020 being presented to Audit Committee at this meeting, on 16 November 2020.
Internal Audit Effectiveness	**On-going** On-going monitoring, review and update against the PSIAS standards and associated action plan.
Information Governance	**Ongoing** Attendance at the Information Management Strategic Board, a shared arrangement with PCC and CCC.
Risk Management	**Ongoing** Membership of the Risk Management Board which meets on a monthly basis and reviews all departmental risk registers. Includes development and maintenance of a new Covid-19 risk register. Risk registers are now being migrated on to new software – POWA in conjunction with County – and the Covid risks should now be being embedded across departments to improve ownership.

AUDIT ACTIVITY	COMMENTARY
Provision for Governance and Anti-Fraud activities that are not subject to risk assessment	
National Fraud Initiative	**In Progress** To date, we have overseen the collection and data cleansing of the required data sets ready for submission to the NFI website run by the Cabinet Office. Data will be matched with that of other organisations, and reports highlighting potential fraud and error will be produced in February 2021. We will review and investigation those matches. (We have also used this medium to submit details of all Business Grants paid to increase the potential detection of fraud – see Business Support Grant).
Fraud/Compliance activities	**In Progress/Completed** • Update corporate fraud policies, such as: Anti-Fraud and Corruption Policy; Whistleblowing Policy; Sanctions Policy. • Raising awareness of fraud risks • Investigations into alleged fraud or irregular activity, as required.
Annual Audit Planning	**To commence quarter 3** Establishment of the future plans for 2021 / 2022, including a review of the Strategy, Charter and Code of Ethics and a pre-planning report on emerging themes.

AUDIT ACTIVITY	COMMENTARY
Work which generates income for the council	
Combined Authority	5 pieces of planned work completed.

AUDIT ACTIVITY	Department	COMMENTARY
Consultancy Advice and Management requests		
Website Data Quality	People & Communities	**Complete** Review of data quality and accessibility on the Adult Services webpage in readiness for legislative changes.
Mosaic / Agresso Interface	People & Communities	**In progress** Consultancy advice on the payment controls within Adult Services case management system, and its interface with Agresso.
Mayor's Charities Fund 2019 / 20	Governance	**Completed – Certified** Funds for this charity fell below the Charities Commission threshold in 2019 / 20 and therefore an audit under the regulations was not required. However, management requested a review of the accounts to provide assurance that they were accurate and complete prior to the release of funds to the nominated charities.
Project and Programme Management	Business Improvement & Development	**In progress** A request to provide control advice as a new methodology and system are developed for project and programme management.

AUDIT ACTIVITY	Department	ASSURANCE LEVEL	COMMENTARY
Certification of grant claims in relation to funding received from government and other funding bodies, as well as other submissions we are required to make to government. These are not subject to risk assessment as they must be completed.			
Disabled Facilities	People & Communities	**Certified**	Non ring-fenced capital funding towards Disabled Facilities grants that PCC can award to disabled clients for necessary housing alterations.
Bus Service Operators	Place & Economy	**Certified**	A DfT grant to support bus services, including community transport services.
Integrated Transport Grant	Place & Economy	**Certified**	A DfT scheme via the CPCA to help local authorities cut carbon emissions and create local growth.
Highways Maintenance	Place & Economy	**Certified**	A DfT grant via the CPCA. This grant is used by local authorities for small transport improvement schemes costing less than £5 million and also for planning and managing the road networks
Pothole Action Fund	Place & Economy	**Certified**	A capital funded DfT grant via the CPCA to support pothole repairs.
National Productivity Investment Fund	Place & Economy	**Certified**	DfT funding via the CPCA for 2019/20 to improve local road networks and public transport.
Connecting Families	Place & Economy	**Ongoing**	A payments by results scheme from MHCLG. Claims are made monthly and there is a requirement to verify 10% of these. We are also required to review the Outcome's Plan, which describes how the Council will apply the qualification and success criteria.
Peterborough Integrated Renewals Infrastructure	Place & Economy	**Certified**	
Taxi Infrastructure	Place & Economy	G&R	From DfT. ULEV Taxi Infrastructure Competition – completion by March 21

AUDIT ACTIVITY	Department	Assurance Level	COMMENTARY
Planned audit work from 2019 / 2020 which has been carried forward into 2020 / 2021			
Shared Services	All		**In progress** A review of the cross-charging arrangements for those staff shared by Peterborough and Cambridgeshire.
Aragon Service Statutory Testing	Place & Economy		**In progress** A review to determine whether the Council (through a contract arrangement with Aragon) are fulfilling their duties in relation to the requirement to complete statutory testing of machinery and appliances at Council owned properties.
Health and Safety	Customer & Digital	**N/A**	**Completed** A follow up to determine progress of recommendations from the original Internal Audit report along with those made in reports by an external consultant on fire Safety and Health and Safety.
Shareholder Committee	Governance	**Reasonable**	**Completed** An appraisal of the arrangements for oversight of external organisations including the Shareholder Cabinet Committee and client management arrangements.

AUDIT ACTIVITY	Department	Assurance Level	COMMENTARY
Prioritised Audits for Review **The following audit areas have been subject to an assessment (of size, corporate importance, stability, vulnerability and specific concerns) and ranked accordingly. The assessment, and therefore the ranking, may change during the year as circumstances alter and new risks emerge. Audit reviews will be prioritised on the basis of this ranking, along with the number of audit days available, the knowledge and experience of staff and any timing requirements. Those marked with an asterix relate to risks associated with the Covid-19 pandemic.**			
Section 1 – Audits achievable with planned resources			
Covid-19 returns *	Resources		
Financial Rules	Resources	**N/A**	**Completed** Consultancy advice on the new Financial Control Framework, including Financial Rules and Scheme of Delegation.
Agile Working	Chief Exec		**In progress** A review of absence management within the new agile working arrangements. This was included in the original plan but has increased importance now that a large number of staff are working from home.
Business Support Grant *	Resources		**In progress** Post payment assurance work in line with guidance and requirements from MHCLG/BEIS. This is designed to detect fraud and error, with the aim of recovering erroneous payments, for all business support grants, including the new discretionary grants. The value of grants being paid out is approximately £30m.
Payment Controls*	Resources		**In progress** A review of procurement and contracting arrangements following relaxation of some controls to deal with the pandemic, as well as increased levels of fraud risk. For example: on-boarding of new suppliers; bank mandate fraud; increased extensions and exemptions to contracts
Purchasing Card Controls*	Resources		**In progress** A review of spend during the pandemic.

Supplier Relief*	Resources		**In progress** A review of arrangements to support contractors and suppliers during the pandemic, for example via uplift and advance payments.
Infection Control Fund*	People & Communities		**In progress** A review of the operational and financial controls in place to manage payments to care providers in respect of the government grant initially of £1.75m (but recently extended).
Hub Payment Methods*	People & Communities		**In progress** A review of new payment methods implemented to assist with Hub activities and payments for food for those who are vulnerable and shielding.
Cyber Security	Customer & Digital		**In progress** Monitoring of the IT response to increased fraud risks and the impacts of remote working.
HR/Payroll Systems	Resources		**In progress** Resourcelink is being developed to offer self-service management of expenses, absence and so in. This will have increased importance now that staff are working remotely. An overview of the control framework in place.
Vivacity	Place & Economy/ People & Communities		Support as processes change now that Vivacity activities have transferred to the City College and to Aragon.
ICT Joint Strategy	Customer & Digital		**In progress** A review of the arrangements to make payments through the BACs Bureau operated by CCC (previously provided by Serco IT).
Aragon	Place & Economy		Governance arrangements for this wholly owned company.

Think Communities	People & Communities		This will look at the arrangements for partnership working, including shared decision making and data sharing. This was already included in the plan, but will have a new focus following the successful operation of the Volunteer Hub and the inclusion of the ethos and newly developed operational and partnership arrangements that are intended to become BAU.
Teacher's Pensions	Chief Executive	**Limited**	This looked at the arrangements for ensuring that payments in respect of enhanced pensions for prematurely retired school staff are accurate.
Management Up-skilling	Chief Executive / Resources		Consideration of activities for upskilling managers following the reshaping of HR and Finance functions
Norfolk Property Services	Resources	**Reasonable**	**Completed** This was a further follow-up of a report issued in April 2019 (with a Limited Assurance opinion) and initially followed up in November 2019. Six recommendations were made and actions have been implemented in 5, with one remaining in progress (a review of the contract specification to make it clearer and thus easier to manage).
Energy Management	Resources		
Aragon Transition Project	Business Improvement & Development	**Reasonable**	**Completed** A follow up of a report issued in January 2020 (with a Limited Assurance opinion). Four recommendations were made. One action is now complete and three are in the process of being implemented as part of the new Programme Management arrangements being implemented.

AUDIT ACTIVITY	Department	COMMENTARY	PRIORITY
Prioritised Audits for Review **The following audit areas have been subject to an assessment (of size, corporate importance, stability, vulnerability and specific concerns) and ranked accordingly. The assessment, and therefore the ranking, may change during the year as circumstances alter and new risks emerge. Audit reviews will be prioritised on the basis of this ranking, along with the number of audit days available, the knowledge and experience of staff and any timing requirements.**			
Section 1 – Audits not achievable with planned resources			
Schools (removed)	People & Communities	DofE proposals to re-introduce cyclical audits of schools have been delayed due to the Covid-19 pandemic.	Top Slice
Temporary Accommodation (removed)	Place & Economy	A review of the operation of the various teams/organisations in managing temporary accommodation.	H
Asset Management (removed)	Resources	A review of some specific aspects of asset management: • Arrangements for keeping the asset register up to date • Process for ensuring condition surveys are completed on buildings	H
Climate Change (removed)	Place & Economy	A review of arrangements for achievement of action plan.	H
Business Improvement District (removed)	Place & Economy	This will look at the processes for collection of the new levy as well as payment (of claims against the funds raised).	H
Licensing (removed)	People & Communities	Covering both Selective Licensing and HMO licensing. New legislation requires more properties to have an HMO license.	H
Peterborough Integrated Energy Infrastructure (removed)	Place & Economy	Energy from waste scheme. A look at the processes in place that ensures all grant criteria are met to enable grant to be claimed. Also the governance around roles/decision making between partners.	H

Parking Services (removed)	People & Communities	Review of all on and off street parking, enforcement activity, and use of car parks as assets.	H
Mental Health	All	A review of the Council's Mental Health Strategy and its implementation.	M
Town Deal Funding	Place & Economy	A review of the framework for managing grant funds.	M
Direct Payments (removed)	People & Communities	A review of the process for awarding and monitoring payments made direct to service users in respect of their care packages.	M
Event Management	Place & Economy	A review of the arrangements for public safety at events in the city.	M
Housing	Resources	Arrangements for managing the stock of council owned housing and the proposals around becoming a HRA.	M
University PropCo	Place & Economy	A review of the governance of this joint venture between the Council and the Combined Authority, which will be responsible for the delivery and management of the proposed university buildings.	M
Fair Tax Mark	Resources	Compliance with initiative promoting fair tax conduct.	M
SEND	People & Communities	Spend on children with disabilities and cost of packages and what changes when transition into adults	M
Safeguarding Assets	People & Communities	Protocol for when the Council acts as deputy or appointee for service users.	M
Data Management	Corporate	How the council ensures that its data is accurate and available for efficient decision making.	M
Off contract purchasing	Corporate	Analysis of purchases made outside corporate contracts, including spot/block purchasing of beds.	M
S75	People & Communities	Arrangements to ensure that all S75 agreements are up to date and appropriate leading up to renewal.	M
Joint funded placements	People & Communities	Examination of financial arrangements where the Council funds placements along with other authorities.	M

7. EXECUTIVE SUMMARIES OF LIMITED OR NO ASSURANCE REPORTS APPENDIX C

7.1 IT Asset Management Executive Summary

Introduction

Serco provide the Council's ICT service. Since the Council's move to agile working, the vast majority of Council or partner officers will have a laptop or Chromebook, and perhaps other electronic devices such as mobile phones, tablets etc, to enable them to perform their roles in an agile way. The Council's agile workstations have been kitted out with at least one monitor, and various other peripheral items such as docking stations and keyboards. A significant amount of money has been invested in portable IT hardware. Equipment may be desirable and not easy to track, and therefore there is an increased risk of loss or theft. An audit of IT asset management forms part of the 2019/20 audit plan. The current contract with Serco, due to expire at the end of September 2020, will not be re-let and the ICT service will transfer back to the Council at that point.

Objectives and Scope

The purpose of the audit was to ensure that the Council has processes in place that enable it to:

- Understand the requirements for portable IT equipment while delivering operational efficiency and value for money
- Know what equipment it owns, where it is, and who it has been assigned to
- Have sufficient information to accurately estimate the value of its hardware for accounting and insurance purposes
- Be assured that its IT hardware assets are being adequately managed.

The scope covered portable, or reasonably portable, IT devices, including peripheral equipment. The scope excluded software, and bulky equipment (e.g. MFDs) although any issues identified during the audit may also be relevant to these areas.

Main Findings

- The ICT Partnership Agreement obliged Serco to create and maintain an IT asset register. There appears to be no overarching register or inventory of IT assets that identifies the equipment owned by the Council, and by Serco for the purposes of providing the ICT service, where the equipment currently is, who has it, and any return, reassignment or disposal of items. There are a number of different sources of information that could be interrogated if enquiring about a specific asset.
- IT equipment held by the ICT team as stock or being built for issue, is accessible by a large number of officers within ICT's Technical Services and Accounts Office teams. Those officers are also able to access and freely edit the Stores Spreadsheet, presenting a risk of misappropriation of items and ability to delete records relating to them.
- Stock checks on items held by ICT rarely take place. The onus for performing checks on equipment once issued resides with the Council, and there is not much guidance available for managers to explain exactly what is required of them.
- There is a complicated picture with regards to ownership of devices held by ICT, with some being owned by Serco (including PSSP), some by the Council, and potentially some by other organisations.

Conclusion and Opinion

At the time of this report, the Council does not appear to know exactly what IT equipment it owns. As the ICT service returns to the Council in a few months' time, it is important that ownership of the devices that are held by staff, and in ICT's various store-rooms is established and clearly documented before the contract ceases. Creation of a proper IT asset register will be a time-consuming task. Consideration could be given to procuring IT asset management software, and that approach may address segregation of duties concerns. Irrespective of whether asset management software is procured, the current arrangements for administering IT equipment in stock should be reviewed, with the aim of reducing the number of officers with direct access to stock, to the Stores Spreadsheet, and edit access to whatever form of asset register is eventually put in place. Appropriate segregation of duties need to be introduced to reduce the risk of loss or theft.

Proper guidance for departmental staff needs to be published so that everyone is aware of their responsibilities, and the expected processes they should be following.

Permission was recently granted to officers to borrow monitors and cables to assist extended working at home during the Covid-19 outbreak. Although a process was put in place quickly to facilitate this, there has been non-compliance with it, with additional items being declared as borrowed, and a least one monitor has been removed without a corresponding declaration form being completed. When normal working resumes, it will be necessary for management to undertake a check that equipment has been returned to agile workstations.

The audit opinion is limited assurance.

7.2 Teacher's Pensions Executive Summary

Introduction

This audit relates to concerns raised by Human Resources (HR) in relation to teachers' premature retirement pension contributions. A teacher, referred to in this report as Teacher A, had been made redundant in 2000, and an agreement had been reached to allow the teacher to retire early. In 2017, the Teachers' Pensions Service (TPS) had written to the Council, making a back-dated claim for £75,989.07 in pension contributions for Teacher A that TPS had failed to bill the Council for since 2000. The reasonableness of this claim was disputed by Payroll by letter at that time. TPS did not respond until early 2019, when they repeated their claim. TPS subsequently wrote off the 'debt' that sat outside of the statute of limitations, reducing their demand to just over £31k. However, it was unclear whether the Council should be liable for contributions, as it had been observed that Teacher A had been an employee of Peterborough Regional College, not the Council or one of its maintained schools. TPS provided a copy of the premature retirement benefits application form which made clear that the Council had authorised the arrangement. The Council officer who certified the application left the Council years ago. The Council paid the reduced demand last September, and since then has paying ongoing contributions to TPS of just under £500 per month. The matter was referred to Legal Services to formally dispute the charges, with a view to recovering the sums paid, as it was believed the Council has never had any responsibility for teachers at the Regional College. The quarterly invoices being received from TPS cover premature retirement contributions in relation to 79 teachers (including Teacher A), and current charges equate to around £336k per annum. There is concern that there may be other teachers being billed for who the Council should not be liable for.

Objectives and Scope

The purpose of the audit was to:
- Determine the extent of the problem and how it is being resolved.
- Provide advice on actions and controls going forward to ensure that payments in respect of early retirement pensions are accurate and valid.

The scope covered consultancy advice on a query raised about possible erroneous payments for early retirement pensions

This audit was conducted in accordance with proper audit practices, which are set out in the Public Sector Internal Audit Standards (PSIAS). The audit was planned and performed so as to obtain all relevant information and sufficient evidence to express an opinion.

Main Findings

- Officers from Payroll and HR had been unable to say how it was identified that Teacher A had been an employee of Peterborough Regional College at time of retirement. The Payroll team have now identified, from the establishment code stated on Teacher A's TPS Portal member print, that Teacher A was employed at Peterborough Centre for Multicultural Education (PCME), which is believed to have been part of the Council's Education department. It therefore seems that the Council will be liable for the contributions in respect of Teacher A.

- There are inconsistent levels of supporting evidence available to Payroll in electronic format for each teacher. For the majority of the teachers concerned, evidence held electronically is insufficient to enable Payroll to quickly verify that the teachers are appropriate for inclusion in the invoices submitted by TPS.

- An exercise was recently undertaken by Payroll to use the TPS member portal to try to ascertain the schools or other locations where each prematurely retired teacher was employed at time of retirement, in order to identify any other cases that the Council may not be liable for. This identified six others that need investigating. One of these teachers, referred to in this report as Teacher B, had sufficient documentary evidence available to confirm that the Council should be responsible, and therefore the information held in the TPS portal may not be entirely reliable, or may have been misunderstood.

- Invoices are paid in monthly instalments via payment requisitions created by Payroll. Payroll have to trust that the figures submitted by TPS are correct. Officers involved in the approval of these payments in Agresso have not been provided with the breakdown from each invoice, so they must trust that figures on each requisition are correct

- Comparison of the invoice breakdowns from December 2015 and December 2019 showed that only Teacher A had been added in that time, while two teachers had ceased having contributions made. This suggests that there have been no recent premature retirements resulting from redundancy.

Conclusion and Opinion

While the immediate concern over the liability for Teacher A's premature retirement contributions has now abated, it remains important to verify who employed Teacher A at the time of their retirement (e.g. by locating or obtaining a copy of their compromise agreement). Legal Services should be informed of the current situation, to prevent legal action being taken. The initial exercise undertaken by Payroll to identify where the teachers appeared to be employed at time of retirement has been useful as it has highlighted cases for prioritisation. Nonetheless, each teacher on the list needs to be verified.

It seems unlikely that TPS, or third parties such as Education Personnel Management (EPM) who provide the HR service for most local teachers, would be prepared to treat the finding and provision of supporting documentation for a large number of teachers as a priority. Therefore the onus must be on the Council to determine whatever HR and payroll records it holds relating to the redundancy of each teacher, including examination of any archived manual files, before attempting to supplement evidence where necessary via outside help. Ideally, the compromise agreement, or equivalent, from each redundancy should be available, as this should confirm that the teacher was considered a Council employee, what the Council was committing to fund (e.g. discretionary enhanced pension), and who agreed this on the Council's behalf. A copy of the TPS premature retirement benefits application form for each teacher should also be found or obtained.

As current annual invoiced costs exceed £300k, and costs for each teacher could continue for many years more, it is important to establish that what is being paid is reasonable. A better understanding of how contributions are calculated and administered is needed, so that invoices are not being paid based solely on trust.

There do not appear to have been any recent premature retirements that have resulted in the need for contributions to TPS from the Council, so there seems no immediate need for a new process at this time. However, the Service Director, Education will need to ensure that if premature retirement is considered in future for school staff, the implications are fully understood by the Council and the relevant schools, especially the long term financial commitment, and that the Service Director, Education's formal approval is obtained, before any such offer is made. The Service Director, Education would also need to ensure that HR and Payroll are provided with appropriate evidence of their approval and the anticipated costs, at the earliest opportunity.

The audit opinion is Limited Assurance

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AUDIT COMMITTEE	AGENDA ITEM No. 6
16 NOVEMBER 2020	PUBLIC REPORT

Report of:	Pete Carpenter, Acting Corporate Director of Resources	
Cabinet Member(s) responsible:	Cllr Seaton, Cabinet Member for Finance	
Contact Officer(s):	Pete Carpenter, Acting Corporate Director of Resources Kirsty Nutton, Head of Corporate Finance	Tel. 452520 Tel. 384590

TREASURY MANAGEMENT MID YEAR UPDATE

R E C O M M E N D A T I O N S	
FROM: Pete Carpenter, Acting Corporate Director of Resources	**Deadline date:** N/A

It is recommended that Audit Committee:

1. Review current performance against the Prudential Indicators as approved in the Treasury Management Strategy (TMS) contained in the Medium-Term Financial Strategy (MTFS).

1. ORIGIN OF REPORT

1.1 This report is submitted to Audit Committee following a referral from the Chief Finance Officer (S151).

1.2 The Treasury Management in the Public Services: Code of Practice 2017 recommends that Members receive reports on its treasury management policies, practices and activities, including an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close.

1.3 The annual strategy is approved by Council as part of the MTFS. The original strategy was approved on 4 March 2020. The final performance against the revised strategy will be reported to Audit Committee in July 2021 alongside the Statement of Accounts, and as part of the Outturn Report as part financial performance for the year. This report forms the mid-year review against the Prudential Indicators as set out in the TMS.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to report current performance and the forecast outturn position against the Prudential Indicators in the strategy.

2.2 This report is for Audit Committee to consider under its Terms of Reference No. 2.2.1.17 To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	**NO**	If yes, date for Cabinet meeting	N/A

4. TREASURY MANAGEMENT STRATEGY PRUDENTIAL INDICATORS

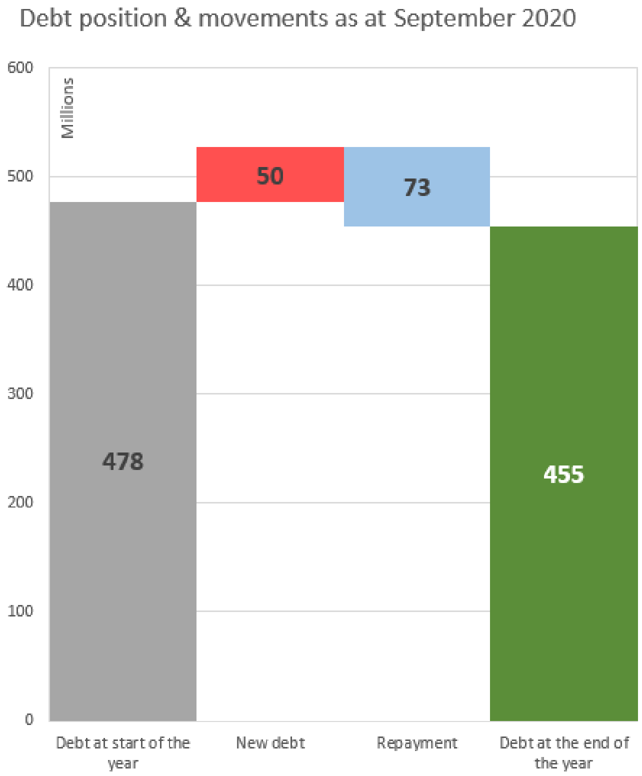
4.1 The Prudential Code underpins the system of capital finance. Local authorities determine their own programmes for capital investment in long term and current assets that are central to the delivery of quality local public services. Prudential indicators are developed as part of the annual MTFS process to ensure that:

a) Capital investment plans are affordable;
b) All external borrowing and other long term liabilities are within prudent and sustainable levels; and
c) Treasury management decisions are taken in accordance with professional good advice.

4.2 The 2020/21 Prudential Indicators are shown in Appendix 1. The Council's performance to date and forecast performance are all within the limits set in the MTFS.

4.3 The Council has continued to operate a restrictive lending list due to the continued economic uncertainty. Surplus cash is only invested for short periods with Barclays and the Churches, Charities and Local Authorities (CCLA) money market fund. The Council also invests with other Local Authorities and the Debt Management Office (DMO).

4.4 The Council forecasts to borrow to fund the capital investment programme. The Council's approach is for loans to be arranged at fixed interest rates to achieve budget certainty and over varying periods to fit in with the Councils debt maturity profile. However, due to cash flow timings following the receipt of additional C-19 related grants and funding, the Council's borrowing has reduced by £23m to date, see chart.



4.5 Following the decision by the PWLB on 9 October 2019 to increase their margin over gilt yields by 100bps to 180 basis points on loans lent to local authorities, every local authority had to fundamentally reassess how to finance their external borrowing needs and the financial viability of capital projects in their capital programme due to this unexpected increase in the cost of borrowing. The Chancellor's Budget on 11 March 2020 clarified some of the rationale behind the rate increase, as well as setting out a consultation with the PWLB on revising the terms of PWLB lending to ensure that Local Authorities continue to invest in housing, infrastructure and public services and not in commercial activities. The consultation closed on 31 July 2020, however to date the outcomes of the consultation have yet to be announced but it is clear that HM Treasury will most likely no longer allow local authorities to borrow money from the PWLB to purchase commercial property if the primary aim is to generate an income stream (assets for yield).

4.6 The Council's current borrowing strategy has been to take advantage of shorter-term Local Authority loans which are currently available below bank rate, with a view to undertaking some longer term borrowing later in the year. This is because despite the PWLB's long term interest rates having been historically low, they have also been volatile. This approach minimises in-year interest cost and maintains flexibility with regards to options available to be deployed.

5. CONSULTATION

5.1 The Council's Prudential Indicators and Treasury Management Strategy 2020/21 - 2022/23 have undergone full consultation, and been through the scrutiny process, as it forms part of the Annual MTFS.

5.2 The Council continues to liaise with its treasury advisors, Link Asset Services.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 As set out in the report.

7. REASON FOR THE RECOMMENDATION

7.1 This report is given to the Committee to review performance against the Prudential Indicators in the TMS set in the MTFS.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 The Treasury Management Strategy 2020/21 – 2022/23 is required to be prepared in accordance with the Treasury Management in the Public Services: Code of Practice 2017. This report sets out the performance against the associated prudential indicators. The options are therefore limited.

9. IMPLICATIONS

Financial Implications

9.1 To provide the Committee the opportunity to review current performance against the Prudential Indicators.

Legal Implications

9.2 Treasury Management activities have to conform to the Local Government Act 2003, the Local Authorities (Capital; Finance and Accounting) (England) Regulations 2003 (SI 2003/3146), which specifies that the Council is required to have regard to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice and also the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 (SI 2008/414), which clarifies the requirements of the Minimum Revenue Provision guidance.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

10.1 The Prudential Code for Capital Finance in Local Authorities –2017 Edition, CIPFA; and Treasury Management in the Public Services, Code of Practice and Cross-Sectoral Guidance Notes – 2017 Edition, CIPFA

11. APPENDICES

11.1 Appendix A - Treasury Management Strategy – Prudential Indicators – Forecast Outturn as at 30 September 2020.

Treasury Management Strategy – Prudential Indicators – Forecast Outturn as at September 2020

The Prudential Code for Capital Finance in Local Authorities provides a framework for local authority capital finance to ensure that:

(a) capital expenditure plans are affordable,
(b) all external borrowing and other long-term liabilities are within prudent and sustainable levels;
(c) treasury management decisions are taken in accordance with professional good practice.

In taking decisions in relation to (a) and (c) above, the local authority is accountable by providing a clear and transparent framework.

The Code requires the Council to set a range of Prudential Indicators for the forthcoming financial year and at least the following two financial years.

In the current financial year to date, the Council has operated within the treasury limits and Prudential Indicators set out in the Council's Annual Treasury Management Strategy.

The actual and forecast outturn, compared to those contained in the MTFS for the Prudential Indicators for this financial year are detailed below. The indicators include the Invest to Save schemes however the costs of borrowing associated with these schemes will be offset by the income generated by these projects.

1. **Indicator 1: Capital Expenditure**
This indicator is the estimated capital expenditure for the year based on the Capital Programme for that period. There are some property acquisitions that are anticipated before the end of the year, as well the lag effect on completing construction work following the first C-19 lockdown where payments are still expected this financial year.

Capital Expenditure	**2020/21 Indicator£ m**	**2020/21 Actual at 30.09.2020£ m**	**2020/21 Forecast Outturn £m**
Capital Expenditure	95.6	11.7	86.2
Invest to Save	50.8	1.0	35.6
Total	**146.4**	**12.7**	**121.8**

2. **Indicator 2: Capital Financing Requirement (CFR)**
The CFR measures the Council's underlying need to borrow money in the long term for capital purposes. Any capital expenditure which has not immediately been paid for will increase the CFR.

Capital Financing Requirement	**2020/21 Indicator£ m**	**2020/21A ctual at 30.09.2020 £m**	**2020/21 Forecast Outturn £m**
CFR b/fwd	598.3	588.4	588.4
Underlying Need to Borrow	79.6	3.8	57.0
Underlying Need to Borrow - Invest to Save	40.0	1.0	35.6
Repayment of debt - Minimum Revenue Provision	(19.0)	(19.0) -	(19.0)
Total CFR C/fwd	**698.9**	**574.2**	**662.0**

3. **Indicator 3: Actuals and Estimates of the Ratio of Financing Costs to Net Revenue Budget**
The Council must estimate the proportion of the revenue budget, which is taken up in financing capital expenditure i.e. the net interest cost and to make provision to repay debt.

Ratio of gross financing costs to net revenue stream	**2020/21 Indicator£ m**	**2020/21 Actual at 30.09.2020£ m**	**2020/21 Forecast Outturn £m**
Total Ratio	20.6%	14.6%	19.7%

4. **Indicator 4: Proportion of Gross Debt to the Capital Financing Requirement (CFR)**
This indicator shows the proportion of the Council's external borrowings (Gross Debt) against the CFR. In order to ensure that borrowing levels are prudent over the medium term and only for capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2019/20) plus the estimates of any additional capital financing requirement for the current (2020/21) and the next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure.

Proportion of Gross Debt to the CFR	**2020/21 Indicator £m**	**2020/21 Actual at 30.09.2020£ m**	**2020/21 Forecast Outturn £m**
Gross Debt	627.6	503.1	599.7
CFR	**698.9**	**574.2**	**662.0**
% of Gross Debt to CFR	89.8%	87.6%	90.6%

This indicator shows that the Council is maintaining an under-borrowed position. This means that the capital borrowing need (the CFR), is not fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow is being used. This strategy continues to be prudent as investment returns remain low and counterparty risk continues variable. Whilst the forecast outturn of 90.6% is greater than that estimated in the TMS at 89.8% the indicator relates to the proportion of debt compared to the CFR which is still within the target, £662m against £699m. This indicator shows that the strength of the balance sheet is reducing as the impact of C-19 affect cash flows in terms of the use of reserves, and delays in the payments of debt for items such as business rates and council tax.

5. **Indicator 5: The Operational Boundary**
The Operational Boundary is a measure of the day to day likely borrowing for the Council. The code recognises that circumstances might arise when the boundary might be exceeded temporarily, but if this continues for a lengthy period then it ought to be investigated.

This indicator takes into consideration the capital programme over the life of the MTFS and the ability to phase the borrowing over this period. The indicator provides flexibility for the Council to take advantage of favourable interest rates in advance of the timing of the actual capital expenditure.

Operational Boundary	**2020/21 Indicator £m**	**2020/21 Actual at 30.09.2020£ m**	**2020/21 Forecast Outturn £m**
Borrowing	686.9	454.6	551.2
Other Liabilities	70.5	48.5	48.5
Total Operational Boundary	**757.4**	**503.1**	**599.7**

6. **Indicator 6: The Authorised Limit**
The Authorised Limit represents the maximum amount the Council may borrow at any point in time in the year. It is set at a level the Council considers is "prudent".

The indicator takes account of the capital financing requirement estimated at the start of each year, plus the expected net borrowing requirement for the year. This makes allowance for the possibility that the optimum time to do all borrowing may be early in the year.

The limits also incorporated margins to allow for exceptional short-term movements in the Council's cash flow, bids from service departments to finance efficiencies, changes to the timing of capital payments and fluctuations in the realisation of capital receipts.

Authorised Limit	**2020/21 Indicator £m**	**2020/21 Actual at 30.09.2020£ m**	**2020/21 Forecast Outturn £m**
Borrowing	801.4	454.6	571.2
Other Liabilities	70.5	48.5	48.5
Total Authorised Limit	**871.9**	**503.1**	**619.7**

It is ultra vires to exceed the Authorised Limit so this should be set to avoid circumstances in which the Council would need to borrow more money than this limit. However, the Council can revise the limit during the course of the year. The forecast outturn is lower than the indicator as the Council does not currently anticipate borrowing in advance of need due to the additional cost of holding the funds until required.

7. Indicator 7: Fixed Interest rate exposure

This indicator places an upper limit on the total amount of net borrowing which is at fixed rates secured against future interest rate movements. The upper limit for fixed interest rate exposure was set to allow for flexibility in applying a proportion of the investment portfolio to finance new capital expenditure. It also reflected a position where the majority of borrowing was at fixed rates to provide budget certainty.

Upper limit for fixed rate exposure	2020/21 Indicator £m	2020/21 Actual at 30.09.2020 £m	2020/21 Forecast Outturn £m
Upper Limit	801.4	454.6	571.2
% of fixed interest rate exposure	100%	100%	100%

8. Indicator 8: Variable interest rate exposure

Upper limit for variable rate exposure	2020/21 Indicator £m	2020/21 Actual at 30.09.2020 £m	2020/21 Forecast Outturn £m
Upper Limit	200.4	-	-
% of variable interest rate exposure	25%	0%	0%

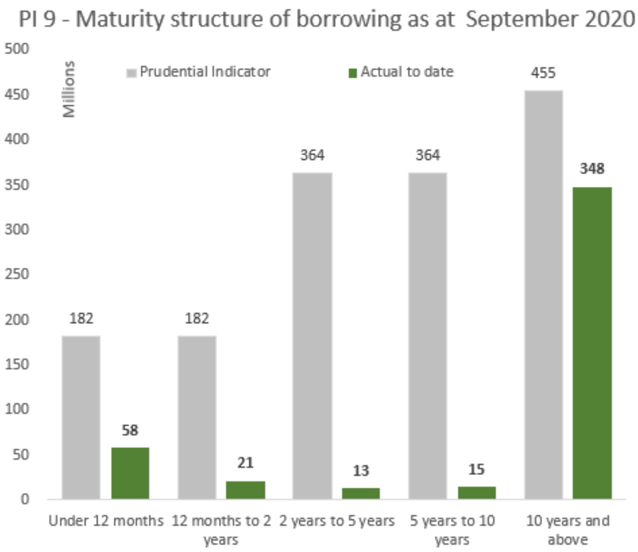
The indicator for actual and forecast outturn is zero due to the current borrowing strategy of borrowing only at a fixed interest rate in the current economic climate of volatile interest rates. Borrowing at fixed interest rates provides budget certainty for the Council.

9. Indicator 9: Maturity structure of borrowing

The prudential limits have been set with regard to the maturity structure of the Council's borrowing and reflected the relatively beneficial long-term rates that were expected to be available over the next few years. The borrowing that the Council has actually taken up to the end of September 2020 is £454.6m shown in the indicator below.

Period	Upper Limit	2020/21 Actual at 30.09.2020 (£m)	
Under 12 months*	40%	13%	58.0
1 – 2 years	40%	5%	21.1
3 – 5 years	80%	3%	13.0
6 – 10 years	80%	3%	14.6
Over 10 years	100%	76%	347.9
Total Borrowing			**454.6**

** The borrowing for under 12 months includes £17.5m of Lenders Option Borrowers Option (LOBO) loans.*
Although the loans are due to mature in 21-33 years' time, they are classed as loans repayable within the
financil year due to LOBO's having a call-in date



10. Indicator 10: Total Investments for periods longer than 365 days

Authorities are able to invest for longer than 365 days excluding loans. This can be advantageous if higher rates are available. However, it would be unwise to lend a disproportionate amount of cash for too long a period particularly as the Council must maintain sufficient working capital for its operational needs.

	2020/21 Indicator£ m	2020/21 Actual at 30.09.2020£ m	2020/21 Forecast Outturn £m
Principal sums invested >364 days	10.0	0.0	0.0

This indicator reflects the Council's current lending policy of keeping investments short term for liquidity purposes. Also, the Council has run down its cash balances as an alternative to new borrowing and does not have the available cash balances to invest for long periods.

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AUDIT COMMITTEE	AGENDA ITEM No. 7
16 NOVEMBER 2020	PUBLIC REPORT

Report of:	Peter Carpenter	
Cabinet Member(s) responsible:	Cllr David Seaton, Cabinet Member for Finance	
Contact Officer(s):	Peter Carpenter, Acting Corporate Director Resources	Tel. 452520

USE OF CONSULTANTS – UPDATE REPORT

RECOMMENDATIONS	
FROM: Corporate Director Resources	**Deadline date:** *N/A*

It is recommended that Audit Committee:

1. consider the update report on the use of Consultants for the first six months of 2020/21.

1. ORIGIN OF REPORT

1.1 This report is submitted to Audit Committee following a referral from Sustainable Growth Committee on 6 March 2012

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update Audit Committee as to the level of spend on external Consultants.

The report is presented to enable review of the consultancy and interim policy adopted on 26 March 2012.

2.2 This report is for Audit Committee to consider under its Terms of Reference No.

- 2.2.1.11 To review any issue referred to it by the Chief Executive or a Director, or any Council body; and
- 2.2.1.15 To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	**NO**	If yes, date for Cabinet meeting	n/a

4. BACKGROUND AND KEY ISSUES

4.1 In March 2010, the Sustainable Growth Scrutiny Committee requested a review into Peterborough City Council's use of consultants. A cross-party review group was established to undertake this work on behalf of the Sustainable Growth Scrutiny Committee.

4.2 The report from the Consultancy Review Group was issued in March 2011. Scrutiny also recommended that on-going monitoring of the use of consultants should fall to Audit Committee. Audit Committee considered this role at their meeting of 26 March 2012.

4.3 A further report, outlining the information requested, was discussed at the meeting of 5 November 2012. Further updates have been considered at subsequent meetings, continuing the regular reporting to Audit Committee.

4.4 The spend for the last ten full years, plus in current year to date is shown below.

	Total £m
2009-10	8.5
2010-11	6.4
2011-12	5.4
2012-13	4.3
2013-14	4.5
2014-15	3.1
2015-16	2.5
2016-17	3.0
2017-18	2.4
2018-19	2.7
2019-20	4.5
2020-21 (first 6 months)	0.9

4.5 The first six months of 2020-21 show costs of £0.9m These are detailed in Appendix 1.

4.6 The Council also employs Agency staff through a number of Contracts. The spend for the past 4 financial years on Agency has been:

- 2016/17 - £6.3m
- 2017/18 - £6.5m
- 2018/19 - £8.8m
- 2019/20 - £6.4m
- 2020/21 first six months - £1.7m

4.7 An assessment has also been made of total employee expenditure (Establishment and Agency) for the first 6 months of the year and this has been compared to the two previous years. This is set out in the following table:

Temp & Salary Costs Per Month			
	18/19	**19/20**	**20/21**
April	3,395,975.47	3,456,805.06	3,489,950.39
May	5,357,665.28	4,235,194.36	4,108,366.85
June	4,534,023.45	4,346,796.77	4,159,728.69
July	4,591,925.28	4,276,201.34	4,245,069.62
August	4,754,889.98	3,819,113.72	4,146,755.00
September	4,564,922.17	6,112,886.68	4,382,435.19
Total	**27,199,401.63**	**26,246,997.93**	**24,532,305.74**

Overall, expenditure for the first 6 months on employees has decreased by £2.667m over the past 2 years. This projects to a £5m full year effect savings which reflects the controls that have been implemented over the past two years around establishment control including the use of agency and consultancy resources.

5. CONSULTATION

5.1 Audit Committee considered options for how they wish to monitor use of consultants in the future at their meeting of 26 March 2012. Subsequent discussions at the meetings referred to have refined the information they wish to monitor.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 That Audit Committee consider the update report on the use of consultants.

7. REASON FOR THE RECOMMENDATION

7.1 The recommendations are in line with the recommendations of Scrutiny, and the view of Audit Committee in undertaking this role.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Audit Committee considered options for how they wish to monitor use of consultants in the future at their meeting of 26 March 2012.

9. IMPLICATIONS

Financial Implications

9.1 The report sets out the costs of consultants and agency staff.

Legal Implications

9.2 There are no legal implications

Equalities Implications

9.3 There are no equalities implications.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- Consultancy Review Report, March 2011;
- Report to Sustainable Growth Scrutiny Committee, 8 November 2011;
- Report to Sustainable Growth Scrutiny Committee, 6 March 2012;
- Reports to Cabinet and Audit Committee 26 March 2012;
- Reports to Audit Committee of 5 November 2012; 4 February 2013;
- Report to Audit Committee of 4 November 2013;
- Report to Audit Committee of 3 November 2014 and supplementary report to Audit Committee of 2 February 2015;
- Report to Audit Committee of 9 November 2015
- Report to Audit Committee of 22 November 2016
- Reports to Audit Committee of 19 November 2018; 11 February 2019
- Reports to Audit Committee of 15 July 2019; 16 September 2019; 18 November 2019; 27 January 2020
- Report to Audit Committee 14 September 2020

10.1 *List any documents and other information used to write this report. DO NOT include exempt items. Be specific as anything you list here must be available for public inspection for several years after the committee meeting.*

11. APPENDICES

11.1 Appendix 1 - list of companies used during the period 1 April 2020 to 30 September 2020 with summary of purpose of engagement.

Appendix 1 - List of companies with Summary
2020/21 (April – 30 September 2020)

Supplier Name	Initiative	Amount
3DReid Birmingham Ltd	Feasibility design city centre regeneration project	16,000.00
Allen Lane	Housing accountant / support to Finance change management	69,641.91
Arcus Global ltd	Integration work to the new payment portal	2,709.50
Cambridgeshire County Council	Adult Social Care consultancy 76k; ICT 67k	143,559.58
Campbell Tickell Ltd	Interim Housing Director	71,750.00
Civica UK Limited	Regulatory Services (Taxi) technical support	4,000.00
Eddisons Commercial Ltd t/a Barker Storey Matthews	Viability assessment regeneration project	9,500.00
Fathom Consultancy Solutions Ltd	Review of the future market place in leisure	3,890.63
Gemini Consultants Ltd	Termination of Local Authority Mortgage Administration	645.00
Grant Thornton UK LLP	Financial Improvement Programme, Lean Cost Structure	106,081.97
Housing Partners Ltd	ICT strategy	11,361.50
Idox Software Ltd	Regulatory Services (HMO & Taxi) technical support	900.00
Inform CPI Ltd	RV Finder	8,050.00
Liz Holmes Consultancy	Phonics training (schools standards)	550.00
NCVO National Council for Voluntary Org.	Commissioning Team	1,250.00
No5 Barrister Chambers Ltd	Legal support	875.00
NPS Peterborough Ltd	Property Support	88,436.46
Penna Plc	Interim Development Director	56,062.50
Permanent Futures Ltd	Development consultant for Towns Fund	55,890.00
Quadrant Security Group Ltd	CCTV relocation project	4,830.00
RJW Associates Ltd	Peterborough Safeguarding Board	9,882.46
Serco Ltd	ICT Project support	240,821.21
SQW Limited	Advice on structure of investment plan	1,823.00
Tamar Communications Ltd	Finance change management support	36,177.00
Valuation Office Agency	Viability advice regarding planning application	1,000.00

Vero HR Ltd	HR support - Joint Consultative Forum	1,827.50
Vivacity Culture and Leisure	Abortive prior year costs in relation to Great Eastern Run	5,425.00
2020/21 Total for April 2020-September 2020		**952,940.22**

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AUDIT COMMITTEE	AGENDA ITEM No. 10
16 NOVEMBER 2020	PUBLIC REPORT

Report of:	Councillor Over, Chair of Audit Committee	
Cabinet Member(s) responsible:	Councillor Seaton, Cabinet Member for Finance	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296334

FEEDBACK REPORT

R E C O M M E N D A T I O N S

It is recommended that Audit Committee:

1. Note the Feedback Report and work completed since the last meeting

1. ORIGIN OF REPORT

1.1 This is a standard report to Audit Committee which forms part of its agreed work programme.

2. PURPOSE AND REASON FOR REPORT

2.1 This standard report provides feedback on items considered or questions asked at previous meetings of the Committee. It also provides an update on any specific matters which are of interest to the Committee or where Committee have asked to be kept informed of progress.

3. IMPLICATIONS

Financial Implications

3.1 There are none.

Legal Implications

3.2 There are none.

Equalities Implications

3.3 There are none.

4. APPENDICES

4.1 Appendix A - Feedback report

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APPENDIX A

AUDIT COMMITTEE: RECORD OF ACTION TAKEN

MUNICIPAL YEAR: MAY 2020 - APRIL 2021

AGENDA ITEM	ACTION ARISING	OFFICER RESPONSIBLE	ACTION TO BE TAKEN	COMPLETED
Annual Report: Investigating Fraud	The Chief Internal Auditor agreed to prepare a briefing comparing permits issued per 1,000 head of population before and after the introduction of the online parking permit system.	Steve Crabtree	Briefing note to be circulated. CIA awaiting response from Department (as at 5 November 2020)	Ongoing
Annual Report: Investigating Fraud	The Chief Internal Auditor agreed to find out how long the single persons council tax discount could be paid whilst another person occupied the premises on a temporary basis.	Steve Crabtree	Briefing note to be circulated. CIA awaiting response from Department (as at 5 November 2020)	Ongoing
Annual Report: Insurance and Insurance Fund	The Chief Internal Auditor agreed to obtain information on the number and location of trees mapped, reassurance that any felled trees would be replaced and the budget impact of such action	Steve Crabtree	Briefing note to be circulated	Yes
Use of Consultants	The Acting Corporate Director Resources agreed to report on expenditure on consultants within other local authorities.	Pete Carpenter	Briefing note to be circulated	Ongoing

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AUDIT COMMITTEE	AGENDA ITEM No. 11
16 NOVEMBER 2020	PUBLIC REPORT

Report of:	Councillor Over, Chair of Audit Committee	
Cabinet Member(s) responsible:	Councilor Seaton, Cabinet Member for Finance	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296 334

WORK PROGRAMME 2020/21

RECOMMENDATIONS
It is recommended that the Audit Committee: 1. Notes and agrees the Work Programme for the municipal year 2020/21.

1. ORIGIN OF REPORT

1.1 This is a standard report to the Audit Committee which forms part of its agreed work programme. This report provides details of the Draft Work Programme for the following municipal year.

2. PURPOSE AND REASON FOR REPORT

2.1 The Work Programme is based on previous year's agendas. The programme can be refreshed throughout the year in consultation with senior officers and the Committee membership to ensure that it remains relevant and up to date. In addition, any delays in reporting issues are recorded so that they do not drop off the committee agenda.

2.2 Training for members on specific aspects of the Audit Committee agenda are available throughout the year and will be arranged on request and will take place on a separate day to that of the committee meeting.

3. IMPLICATIONS

Financial Implications

3.1 There are none

Legal Implications

3.2 There are none

Equalities Implications

3.3 There are none

4. APPENDICES

4.1 Appendix A - Work Programme 2020/21

APPENDIX A

DATE: 16 NOVEMBER 2020			
		Section / Lead	**Description**
	Internal Audit: Mid Year Progress Report	Internal Audit Steve Crabtree	To receive an update on progress against the Annual Audit Plan together with details of any concerns
	Treasury Management Strategy	Finance Pete Carpenter	
	External Audit: Audit Results Report 2019-20	EY	
	INFORMATION AND OTHER ITEMS		
	Use of Consultants	Finance Pete Carpenter	To receive an update on the Use of Consultants across the organisation
	Use of Regulation of Investigatory Powers Act 2000 (RIPA)	Governance Ben Stevenson	To receive an update on the use of RIPA during the financial year reporting activity when required.
	Approved Write-Offs Exceeding £10,000	Pete Carpenter	To receive an update on write offs approved, which exceed the Council's financial regulation threshold of £10,000.
	Feedback report	Democratic Services Dan Kalley	
	Work Programme 2020 / 2021	Democratic Services Dan Kalley	

DATE: 25 JANUARY 2020			
		Section / Lead	Description
	Internal Audit: Approach to Audit Planning	Internal Audit Steve Crabtree	To receive a report on the approach to Audit Planning
	National Fraud Initiative: Investigating Allegations of Fraud	Internal Audit Steve Crabtree	To receive a report setting out the latest outcomes in relation to tackling fraud and corruption through the National Fraud Initiative and future activities to protect the public purse
	External Audit: Annual Audit Letter	EY	To receive and approve the External Annual Audit Letter identified as part of their audit works
	Use of Consultants	Finance/HR Pete Carpenter	To receive an update on the use of consultants and agency staff
	Treasury Management Strategy	Finance Pete Carpenter	
	Asset Management Strategy	Finance Pete Carpenter	
	INFORMATION AND OTHER ITEMS		
	Use of Regulation of Investigatory Powers Act 2000 (RIPA)	Governance Ben Stevenson	To receive an update on the use of RIPA during the financial year reporting activity when required.
	Approved Write-Offs Exceeding £10,000	Finance Pete Carpenter	To receive an update on write offs approved, which exceed the Council's financial regulation threshold of £10,000.
	Feedback report	Democratic Services Dan Kalley	
	Work Programme 2020 / 2021	Democratic Services Dan Kalley	

DATE: 22 MARCH 2020			
		Section / Lead	**Description**
	Draft Annual Audit Committee Report	Democratic Services Dan Kalley	To receive the Draft Annual Audit Committee Report prior to submission to Council
	Internal Audit: Draft Internal Audit Plan 2021 / 2022	Internal Audit Steve Crabtree	To receive and approve the Internal Audit Plan 2020 / 2021
	Risk Management: Strategic Risks	Governance Pete Carpenter	To receive an update on the strategic risks for the Council
	Public Space Protection Orders	Internal Audit	
	INFORMATION AND OTHER ITEMS		
	Use of Consultants	Finance Pete Carpenter	To receive an update on the Use of Consultants across the organisation
	Use of Regulation of Investigatory Powers Act 2000 (RIPA)	Governance Ben Stevenson	To receive an update on the use of RIPA during the financial year reporting activity when required.
	Approved Write-Offs Exceeding £10,000	Pete Carpenter	To receive an update on write offs approved, which exceed the Council's financial regulation threshold of £10,000.
	Feedback report	Democratic Services Dan Kalley	