Statement of Accounts

2018/19

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Certificate of the Chief Finance Officer

I certify that the audited Statement of Accounts, set out on the following pages 4 to 82, presents a true and fair view of the financial position of the Council at 31 March 2019 and of its income and expenditure for the year ended 31 March 2019.

Lee Duffy (CPFA)

Chief Finance Officer (S151 Officer)

30 July 2019

Vice Chair of Strategy and Resources

30 July 2019

Narrative Report

1. Introduction

Welcome to Epsom and Ewell Borough Council's Statement of Accounts for 2018/19, which reports the Council's financial performance during the year.

Epsom and Ewell Borough Council (EEBC) sits within Surrey and provides a wide range of services to residents and businesses, which include waste & recycling, planning, parking, environmental health, housing and economic development. The Council's full range of services are delivered by three Committees – Environment & Safe Communities, Community & Wellbeing, and Strategy & Resources – and can be accessed online at www.epsom-ewell.gov.uk.

EEBC has a Corporate Plan which identifies four key priorities: to keep the locality clean and green; to support our community; to manage our resources effectively; and to support businesses and our local economy.

The Council's governance arrangements are set-out in the Annual Governance Statement, which is appended to the Statement of Accounts. The Council's key performance indicators are reported to Audit, Crime and Scrutiny Committee and are publicly available through the Council website.

EEBC's financial health has been maintained over 2018/19, despite the very challenging financial climate across the UK public sector. The Council's firm financial foundation will be essential for it to continue delivering quality services to residents over the medium term, while facing uncertainty around future Local Government funding, particularly from the Fair Funding Review and Business Rate reforms driven by the Ministry of Housing, Communities and Local Government.

2. Financial Performance

The Council's financial performance is summarised by the table below, as reported to Members in June 2019:

2017/18		**2018/19**		
Actual £'000	**Committee**	**Budget £'000**	**Actual £'000**	**Variance £'000**
305	Strategy and Resources Committee	1,899	1,709	(189)
3,566	Environment & Safe Communities Committee	2,332	2,479	147
7,005	Community & Wellbeing Committee	6,432	6,406	(26)
10,876	**TOTAL**	**10,663**	**10,595**	**(68)**
(3,246)	Asset Rent / Capital Charges Account	(2,879)	(2,879)	0
(7,645)	External Funding	(7,783)	(7,783)	0
(14)	Contribution to General Fund Reserves	0	(68)	(68)
0	**TOTAL**	**0**	**0**	**0**

The Council recorded an underspend of £68k on its revenue account for 2018/19, which was within 1% of the agreed budget. The £68k underspend has been added to the General Fund balance at year-end.

The Council has performed well to achieve an outturn close to the overall budget, particularly in the current challenging financial environment with continued funding cuts from central government. During 2018/19, the financial challenges included zero revenue support grant settlement from central government; star chamber service delivery savings and additional income required of £391k; and an increase of over £200k in budgeted income from fees and charges.

The Council achieved a collection rate of 99% for both council tax and business rates, above the national averages of 97% and 98% respective. Outstanding council tax arrears remain subject to recovery action until such times as these sums are fully paid or written off.

During 2018/19, EEBC participated in a Surrey-wide pilot of central government's 100% business rates retention scheme, which resulted in a one-off financial gain of £2.4m for the Council. These funds are held in reserves to support the Council's financial resilience in future years, with the Council potentially facing a reduction of future business rates income, depending on the outcome of central government's Fair Funding Review. The funds may also be required to cover future appeals from business rate payers against their business rate bills; at the reporting date, a number of appeals remain unresolved.

For 2019/20, the Council applied to the MHCLG, alongside the other Surrey districts, to remain a pilot area of the 100% scheme. However the Surrey application was unsuccessful and the Council has reverted to the national scheme from 2019/20.

3. Reserves

The Council's General Fund balance stands at £3.416m at 31 March 2019 (£3.348m at 31 March 2018). In-year net contributions to strategic earmarked reserves totalled £2.379m and are included in Committee actuals in the table above (contribution to reserves of £3.498m in 2017/18). Reserve balances are summarised by the following table; a full breakdown is shown in the notes to the Statement of Accounts.

Usable Reserves	**2018/19 Opening Balance £'000**	**2018/19 Movement £'000**	**2018/19 Closing Balance £'000**
General Fund Balance	(3,348)	(68)	(3,416)
Strategic Earmarked Reserves	(12,851)	(2,379)	(15,230)
Sub-Total Revenue Reserves	**(16,199)**	**(2,447)**	**(18,646)**
Community Infrastructure Levy	(5,036)	(353)	(5,389)
Capital Receipts Reserve	(4,889)	(58)	(4,947)
Total Usable Reserves	**(26,123)**	**(2,858)**	**(28,982)**

The Council has a policy of maintaining a minimum, prudent General Fund balance of £2.5m to provide for unforeseen requirements.

4. Capital Expenditure

Capital investment on the Council's core capital programme amounted to £1.775m in 2018/19 (£1.249m in 2017/18). A summary of expenditure by Committee is shown below:

2017/18 Actual £'000	Core Capital Programme Expenditure	2018/19 Current Budget £'000	2018/19 Actual £'000	2018/19 Variance £'000
175	Strategy & Resources Committee	1,053	309	(744)
273	Environment & Safe Communities	3,217	284	(2,933)
801	Community & Wellbeing Committee	2,479	1,182	(1,297)
1,249	**Total**	**6,749**	**1,775**	**(4,974)**

In addition to the core capital programme, the Council purchased one residential property for £257k, to be used as temporary accommodation.

The capital expenditure has been funded as shown in the following table:

2017/18 £'000		2018/19 £'000
	Expenditure	
1,249	Core Programme	1,775
66,003	Property Acquisition Fund	257
67,252	**Total Expenditure**	**2,032**
	Funding	
344	Capital Reserves	149
396	Government Grants	520
626	Revenue	759
47	Grants from Other Local Authorities	0
3	Contributions from Other Bodies	82
229	Section 106 Receipts	208
5	Community Infrastructure Levy Receipts	314
45,293	Long Term Borrowing	0
20,148	Internal Borrowing	0
161	Prior year funding	0
67,252	**Total Capital Funding**	**2,032**

The Council's capital investment is required to maintain existing levels of service provision, and to generate additional income streams for the Council which can be used to fund the delivery of services.

The Council generated £207,000 of net capital receipts during the year, and applied £149,000 to fund in-year capital expenditure. The balance of the Council's usable capital reserves at 31 March 2019 is £4,947,000 (compared to £4,889,000 at 31 March 2018), of which £1,741,000 is committed to funding the Council's approved capital programme in 2019/20.

5. Pension Liability

For accounting purposes, a valuation of the pension fund is carried out under IAS19 to produce an accounting surplus or deficit at the balance sheet date. The balance of the Council's pension liability increased from £34.0m to £39.5m at 31 March 2019, an adverse movement of £5.5m. The Council's actuary estimated that at 31 March 2019, future liabilities amount to £110m (£101m at 31 March 2018) with assets of £70m (£67m at 31 March 2018).

The financial assumptions used by the actuary to calculate the future liability – such as those for inflation and discount rates – are set-out in the pension liability disclosure note. The main reason for the adverse movement in 2018/19 is a reduction, from 2.6% to 2.4%, in the rate used to discount the future liability. The discount rate is linked to the market yield on high quality corporate bonds (EEBC's actuary uses the iBoxx AA corporate bond index) at the reporting date and is, therefore, impacted by short term market conditions.

Although the IAS19 pension liability has a significant impact on the Council's Balance Sheet, the valuation methodology is affected by short-term economic market conditions and is not used to determine the impact on council tax of the cost of paying pensions. There are separate statutory arrangements for meeting the liability. The deficit will be addressed by increased contributions to the scheme over the remaining working lives of the staff.

6. Investments and Borrowings

The annual treasury management strategy, which was approved by Councillors in February 2019, is available on the Council's website.

At 31 March 2019, the Council held £24.1m long-term investments and £36.2m loans to its wholly owned subsidiary company. The Council also held £3m in short term deposits (£0m at 31 March 2018). During 2018/19, the Council generated £1.97m of interest income (£0.95m in 2017/18) and received £1.045m dividend income (£0.42m in 2017/18).

The Council has undertaken external borrowing specifically to invest in commercial properties, to generate long term income streams. Long-term borrowing at 31 March 2019 remained at £64.4m, unchanged from the prior year. The Council paid £1.63m in interest on these borrowings during 2018/19 (£0.98m in 2017/18).

7. Epsom & Ewell Property Investment Company Limited

In September 2017, the Council established a 100%-owned subsidiary, Epsom & Ewell Property Investment Company Limited, principally to invest in out-of-Borough, high quality, commercial property. The company aims to achieve rental yields from commercial property, delivering a long term income stream to the Council. This income stream will assist the Council in becoming more financially self-sufficient (independent from government grants) and sustaining high-quality services to local residents and businesses. During 2017/18, the company purchased two commercial properties, with a combined value of £60.3m. The property portfolio remained unchanged during 2018/19, with the company delivering a net £818k benefit to the Council's general fund in the year. The assets, liabilities, reserves and income and expenditure figures for the company have been consolidated into group accounts from page 74.

8. Future and Economic Outlook

Brexit will continue to create uncertainty this year and beyond. The financial impacts are not currently quantified and could be positive or negative in relation to; interest rates for both capital borrowing and investments; general inflation; labour costs/mobility; property values and rents.

Central Government funding also remains uncertain due to the ongoing Fair Funding Review and since 2018/19 the Council expects to receive zero Revenue Support Grant to support its General Fund budget requirement. New Homes Bonus has also been further reduced, which will impact upon budgets in future financial years.

Demographic growth and an increasing ageing population will continue to present challenges for this Council and County in years to come.

Income received by the Council from fees and charges – such as car park income, Council venues, building control and planning fees – is dependent on the disposable income of individuals and the wider private sector, which itself is linked to the performance of the wider economy. The Council monitors its income streams closely to ensure that any adverse trends are identified early.

In 2019/20, the Council will revert to the standard national business rates retention scheme, following its participation in a Surrey-wide pilot of the 100% Business Rates Retention Scheme during 2018/19. The Council continues to monitor possible future reforms to local government finance based around business rates retention.

At a meeting of Full Council in February 2019 (report available on the Council's website), a financial forecast was presented to Members. The forecast anticipates annual savings in excess of £1.6 million will be needed by 2022/23 in order to achieve a balanced revenue budget at the end of this period. During 2019/20, the Council will develop a new Medium Term Financial Strategy for 2020-2024 which will include its plans for addressing the projected budget gap.

9. Statement of Accounts

The Statement of Accounts follow this narrative section and comprise the following:

- Comprehensive Income and Expenditure Statement (CIES)
- Movements in Reserve Statement (MIRS)
- Balance Sheet (BS)
- Cash Flow Statement (CFS)
- Notes to the Financial Statements including Accounting Policies
- Collection Fund Accounts
- Group Accounts
- Statement of Responsibilities

10. Further Information

Additional information about the accounts is available from Lee Duffy (Chief Finance Officer), at Epsom and Ewell Borough Council, Town Hall, The Parade, Epsom, Surrey KT18 5BY. Telephone:- 01372-732210 email:- lduffy@epsom-ewell.gov.uk

Comprehensive Income and Expenditure Statement for year ended 31 March 2019

The 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. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement.

2017/18				2018/19		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000	Committee	£'000	£'000	£'000
10,782	(7,548)	3,235	Environment & Safe Communities	11,333	(7,877)	3,456
14,384	(4,959)	9,425	Community and Wellbeing	12,355	(5,342)	7,013
26,466	(22,973)	3,493	Strategy and Resources	25,082	(21,731)	3,351
51,632	**(35,480)**	**16,153**	**Cost of Services**	**48,770**	**(34,949)**	**13,821**
24	0	24	Other Operating Expenditure (Note 11)	178	(210)	(32)
2,264	(4,974)	(2,710)	Financing and investment Income and Expenditure (Note 12)	3,286	(8,241)	(4,955)
0	(10,954)	(10,954)	Taxation and non-specific grant income and expenditure (Note 13)	0	(11,996)	(11,996)
53,921	**(51,407)**	**2,513**	**(Surplus) or Deficit on Provision of Services**	**52,234**	**(55,396)**	**(3,161)**
		(717)	(Surplus)/Deficit on revaluation of property, plant, equipment assets (Note 23)			(2,352)
		(1,225)	Remeasurement of net defined benefit liabilty/(asset) (Note 32)			3,278
		(1,942)	**Other Comprehensive (Income) and Expenditure**			**926**
		571	**Total Comprehensive (Income) and Expenditure**			**(2,235)**

Movement in Reserves Statement for the year ended 31 March 2019

This statement shows the movement on the different reserves held by the Council, analysed into ‘usable reserves’ (those that can be applied to fund expenditure or reduce local taxation) and ‘unusable reserves’. The statement shows how the movements 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 amounts chargeable to council tax for the year.

	Usable Reserves				Unusable Reserves					
	General Fund Balances	Capital Receipts Reserve	Capital Grants Unapplied	Subtotal Usable Reserves	Revaluation Reserves	Capital Adjustment Account	Collection Fund Adjustment Account	Pension Reserve	Subtotal Unusable Reserves	Total Reserves
2018/19	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**
Balance at 01 April 2018	(16,197)	(4,889)	(5,037)	**(26,123)**	(36,873)	(58,950)	1,860	34,035	**(59,928)**	**(86,052)**
Movement in Reserves During 2018/19										
Total Comprehensive Income and Expenditure	(3,161)	0	0	**(3,161)**	(2,352)	0	0	3,278	**926**	**(2,235)**
Adjustments between accounting basis and funding under regulations (Note 9)	713	(58)	(353)	**302**	0	(1,056)	(1,467)	2,221	**(302)**	**0**
Increase or Decrease in 2018/19	(2,449)	(58)	(353)	**(2,859)**	(2,352)	(1,056)	(1,467)	5,499	**624**	**(2,235)**
Balance at 31 March 2019 carried forward	(18,646)	(4,947)	(5,390)	**(28,982)**	(39,224)	(60,006)	392	39,534	**(59,305)**	**(88,287)**
General Fund analysed over:										
Amounts earmarked (Note 10)	(15,230)									
Amounts uncommitted	(3,416)									
Total	(18,646)									
2017/18										
Balance at 01 April 2017	(12,687)	(4,893)	(3,835)	**(21,415)**	(36,156)	(62,623)	278	33,293	**(65,208)**	**(86,623)**
Movement in Reserves During 2017/18										
Total Comprehensive Income and Expenditure	2,513	0		**2,513**	(717)	0	0	(1,225)	**(1,942)**	**571**
Adjustments between accounting basis and funding under regulations (Note 9)	(6,023)	4	(1,202)	**(7,221)**	0	3,673	1,581	1,967	**7,221**	**0**
Increase or Decrease in 2017/18	(3,510)	4	(1,202)	**(4,708)**	(717)	3,673	1,581	742	**5,279**	**571**
Balance at 31 March 2018 carried forward	(16,197)	(4,889)	(5,037)	**(26,123)**	(36,873)	(58,950)	1,860	34,035	**(59,928)**	**(86,052)**
General Fund analysed over:										
Amounts earmarked (Note 10)	(12,849)									
Amounts uncommitted	(3,348)									
Total	(16,197)									

Balance Sheet as at 31 March 2019

The Balance Sheet shows the value of assets and liabilities recognised by the Council. The Council's net assets are matched by its reserves. Reserves are reported in two categories. The first category are usable reserves, which the Council may use to provide services or capital investment, subject to the need to maintain a prudent level of reserves and any statutory limitations. The second category is those that cannot be used to provide services. This category includes reserves holding unrealised gains/losses (e.g. the Revaluation Reserve), where amounts only become available if assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement.

2017/18 £'000		Note	2018/19 £'000
	Long-term Assets		
75,090	Property, Plant and Equipment	15	75,371
47,041	Investment Properties	16	49,383
722	Heritage Assets		722
141	Intangible Assets	17	307
0	Surplus Assets	15	65
24,117	Long Term Investments	18	24,117
36,176	Long Term Debtors	18	36,176
183,286	**Total Long-term Assets**		**186,141**
	Current Assets		
20	Inventories		80
156	Assets Held for Sale	15	0
5,725	Short-term Debtors	19	6,986
0	Short-term Investments	18	3,000
12,989	Cash and Cash Equivalents	20	10,580
18,890	**Total Current Assets**		**20,646**
	Current Liabilities		
(9,393)	Short-term Creditors	21	(8,463)
(310)	Lease Liability - Within One year	31	(355)
(9,703)	**Total Current liabilities**		**(8,818)**
	Long-term Liabilities		
(64,427)	Long Term Borrowing	18	(64,427)
(34,035)	Defined Benefit Pension Liability	32	(39,534)
(2,753)	Capital Grants Receipts in Advance	14	(2,370)
(2,280)	Long-term Provisions	22	(305)
(2,927)	Deferred Liabilities	31	(3,046)
(106,422)	**Total Long-term Liabilities**		**(109,682)**
86,052	**NET ASSETS**		**88,287**
	Total Reserves		
(26,123)	Usable Reserves	23	**(28,982)**
(59,928)	Unusable Reserves	23	**(59,305)**
(86,052)	**TOTAL RESERVES**		**(88,287)**

These financial statements replace the unaudited financial statements certified by the Chief Finance Officer on 30 May 2019.

Cash Flow Statement as at 31 March 2019

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the council's future service delivery. 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.

2017/18 £'000		Note	2018/19 £'000
2,513	**Net (Surplus) or Deficit on the Provision of Services**	CIES	(3,161)
(7,882)	Adjustment for Net (Surplus) or Deficit on the Provision of Services for non-cash movements	24	146
1,239	Adjustments for Items Included in the Net Surplus or Deficit on the Provision of Services that are Investing and Financing Activities	24	1,310
(4,129)	**Net cash flows from Operating Activities**		**(1,705)**
53,019	Net cash outflow / (inflow) from Investing Activities	25	3,086
(44,627)	Net cash outflow / (inflow) from Financing Activities	26	1,028
4,262	**Net (Increase) / Decrease in Cash and cash Equivalents at the End of the reporting period**		**2,409**
17,251	Cash and Cash Equivalents at the Beginning of the Period		**12,989**
(4,262)	Net Increase/(decrease) in Cash and Cash Equivalents		**(2,409)**
12,989	Cash and Cash Equivalents at the End of the Reporting Period	20	**10,580**

Notes to the Core Statement of Accounts

Note 1: Statement of Accounting Policies

1. General Principles

The Statement of Accounts summarises the Council's transactions for the 2018/19 financial year and its position at the year-end of 31 March 2019. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015, in accordance with proper accounting practices.

These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under section 12 of the Local Government Act 2003. The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments. The accounts have been prepared on a going concern basis. This assumes that the Council, its functions and services will continue in operational existence for the foreseeable future. The going concern assumption is made because 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.

2. Accruals of Income and Expenditure

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

- Revenue from 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 – where there is a gap between the date supplies are received and their consumption they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where revenue (incl NNDR, Council Tax and Grants) and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- Employee leave/overtime carried forward from previous year is not accrued unless material.

3. Employee Benefits

Benefits Payable During Employment: Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (e.g. car loans) for current employees and are recognised as an expense for services in the year in which employees render service to the Council.

Termination Benefits: Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy and are charged on an accruals basis to the Non Distributed Costs line in the Comprehensive Income and Expenditure Statement when the Council is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

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

Post-Employment Benefits: Employees of the Council are members of the Local Government Pensions Scheme, administered by Surrey Pension Fund. The scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees work for the Council.

The Local Government Pension Scheme

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

- The liabilities of the pension fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc., and projected earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate of 2.6% (based on the indicative rate of return on high quality corporate bonds as measured by the yield on the iBoxx AA Corporate Bond Index).
- The assets of Surrey Pension fund attributable to the Council are included in the Balance Sheet at their fair value:
    - Quoted securities - current bid price;
    - Unquoted securities - professional estimate;
    - Unitised securities - current bid price; and
    - Property - market value.

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

1. Current service cost: the increase in liabilities as a result of years of service earned this year is allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
2. Past Service Cost: the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years is debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement.
3. Net interest on the net defined benefit liability: the change during the period in the net defined benefit liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period – taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments
4. Remeasurement on the return of plan assets: the annual investment return on the fund assets attributable to the Council, based on an average of the expected long-term return is credited to the Pension Reserve as Other Comprehensive Income and Expenditure.
5. Actuarial gains and losses: changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation, or because the actuaries have updated their assumptions, are charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
6. Contributions Paid to the Pension Fund: cash paid as employer's contributions to the pension fund in settlement of liabilities is not accounted for as an expense.

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

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

4. Events after the Balance Sheet Date

Amounts are adjusted in the Statement of Accounts if an event arises after the Balance Sheet date which provides additional evidence of conditions that existed at that date and materially affects the amounts to be included. If an event arises after the Balance Sheet date which concerns conditions which did not exist at that date, it is disclosed in the notes if it is considered material. The Statement of Accounts will be authorised by the Chief Finance Officer in July 2018, events will be considered up to the authorisation date.

5. Financial Instruments

Financial Liabilities: Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument; they are initially measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

For the Council's borrowings, this means that the amount presented in the Balance Sheet is the outstanding principal repayable and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Financial Assets: The Council holds financial assets that are classified into two types:

1. Amortised cost
2. Fair value through profit or loss (FVPL)

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 authority 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 authority, 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.

Expected Credit Loss Model

The Council assesses expected credit losses on all of its financial assets held at amortised cost. 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.

Financial Assets Measured at Fair Value through Profit of 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. Any material fair value gains and losses are recognised as they arise in the Surplus or Deficit on the Provision of Services. The fair value measurements of the financial assets are based on market prices wherever possible.

The only such financial assets in this category held by the Council are Money Market Fund and Global Liquidity Fund investments, as detailed in Note 18. The Council has assessed that the fair value of these assets is not materially different to amortised cost.

6. Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Council as a result of past events (e.g. software licences) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the 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) and 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 and is restricted to that incurred during the development phase (research expenditure cannot be capitalised).

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. In practice, no intangible asset held by the Council meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired. Any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Where expenditure on intangible assets qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and disposal gains and losses are not permitted to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and the Capital Receipts Reserve.

7. Interest in Subsidiary Company

The Council has a material interest in its wholly owned subsidiary company, Epsom & Ewell Property Investment Company Limited. Group accounts, which present the combined financial position of the Council and the subsidiary, are published following the Council's disclosure notes. In the Council's own single-entity accounts, the interest is recorded in the balance sheet as a long term investment at cost.

8. Investment Property

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

Investment properties are measured initially at cost and subsequently at fair value, based on the highest and best use value of the asset from the market participant's perspective. Investment properties are not depreciated and an annual valuation programme ensures that they are held at highest and best use value at the Balance Sheet date. An exception is made for properties valued under the Council's de minimis threshold of £20,000. These properties are instead valued every 5 years in line with operational properties, as any annual movement would not be material to presenting a true and fair view of the accounts. Any material change in Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

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

9. Leases

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

The Authority as Lessee

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

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where ownership of the asset does not transfer to the Council at the end of the lease period). The Council is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

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

The Authority as Lessor

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

10. Overheads and Support Services

The costs of overheads and support services hosted within Strategy and Resources Committee are re-charged to other service segments in accordance with the Council's arrangements for accountability and financial performance. The Strategy and Resources segment does not report such overhead recharges as income, but as a reduction of gross expenditure.

11. Property, Plant and Equipment

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

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

The Council operates a de-minimis level of £20,000 below which the total costs of a capital scheme or rolling programme of schemes will not be charged to capital on the grounds of materiality.

Measurement: Assets are initially measured at cost, comprising:

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

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

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

- Land and operational properties are valued at current value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV). Where this cannot be assessed because there is no open market for the asset because of the specialist nature of an asset, the depreciated replacement cost (DRC) is used as an estimate of current value. The exception are new buildings included at the cost of construction and re-valued at the end of the year in which they become fully operational
- Infrastructure and community assets are not revalued but included in the balance sheet at historic cost
- Vehicle, plant and equipment, where not integral to the fabric of the building, are shown separately at depreciated historic cost.
- Assets under construction are valued on the basis of those costs incurred up to 31 March and are held as non-operational assets until the asset becomes available for use. At that point it is transferred to the appropriate asset class on the Balance Sheet depending on its use or nature.
- Non-operational assets (investment properties) are valued on open market value.

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

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

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

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

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

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

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

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

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

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

Where an item of property, plant and equipment has major components whose cost is significant in relation to the total cost of the item and with different estimated useful lives, the components are depreciated separately (Componentisation).

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

Disposals and Non-current Assets Held for Sale: When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale. If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale, adjusted for depreciation, amortisation or revaluations that would have been recognised had they not been classified as Held for Sale, and their recoverable amount at the date of the decision not to sell.

Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale. When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other

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

Amounts received for a disposal are categorised as capital receipts. A proportion of receipts relating to housing disposals (75% for dwellings, 50% for land and other assets, net of statutory deductions and allowances) is payable to the Government. The balance of receipts is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment. Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement. The written-off value of disposals is not a charge against council tax, as the cost of non-current assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

12. Charges to Revenue for Non-Current Assets

Charges to Revenue for Non-Current Assets

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

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

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

13. Heritage Assets

The Council is required to separately identify Heritage Assets on its Balance Sheet. Heritage Assets can be tangible or intangible and are defined as assets with historical, cultural, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture

Recognition: The Council will recognise all Heritage Assets on the Balance Sheet where the cost of obtaining a valuation is commensurate to the benefit of the users of the accounts. The de-minimis levels applied to all Non-Current Assets will be applied to this asset class.

Where a Heritage Asset is operational this will be treated as Property, Plant and Equipment (PPE) rather than as a Heritage Asset.

Measurement: Heritage Assets will be valued in line with the existing policies for Property, Plant and Equipment. Where Heritage Assets do not fall into this category they will be valued in line with the Council's insurance valuation. The carrying amounts of Heritage Assets will also be reviewed where there is evidence of impairment e.g. where an item has suffered physical deterioration or breakage or where doubts arise as to its authenticity. Any impairment is recognised in accordance with the Authority's policies on impairment. Heritage Assets with an indefinite life will not be subject to annual depreciation.

14. Provisions

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

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

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service. Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Council settles the obligation.

15. Reserves

The Council sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure. Certain reserves are kept to manage the accounting processes for non-current assets, local taxation and employee retirement benefits and do not represent usable resources for the Council.

16. VAT

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

17. Collection Fund

The Council is required by statute to maintain a separate fund for the collection and distribution of amounts due in respect council tax and non-domestic rates (NDR). The funds' key features relevant to accounting for council tax in the core Statement of Accounts are:

- In its capacity as a billing authority an authority acts as an agent. The Council collects and distributes council tax income on behalf of the major preceptors (Surrey County Council and Surrey Police) and itself. Also, the Council collects and distributes NDR on behalf of the major preceptors (Surrey County Council, itself and central government).
- While the council tax and NDR income for the year credited to the Comprehensive Income and Expenditure Statement and Collection Fund is the accrued income for the year, regulations determine when it should be released from the Collection Fund and transferred to the General Fund of the Council. The amount credited to the General Fund under statute is an authority's precept or demand for the year plus the Council's share of any surplus or deficit on the Collection Fund for the previous year. This amount may be more or less than the accrued income for the year in accordance with code, although in practice the difference would usually be small.
- The difference between the income included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement.
- The Balance Sheet includes the Council's share of the end of year balances in respect of council tax and NDR relating to arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

18. Government Grants and Contributions

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

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

Amounts recognised as due to the Council are not credited to the Comprehensive Income and expenditure Statement until conditions attached to the grant or contribution have been satisfied.

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

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

Grants that can't be directly allocated to a service are credited to Taxation and Non-Specific Grants.

Community Infrastructure Levy

The Council has elected to charge a Community Infrastructure Levy (CIL) on chargeable developments within the borough. The council charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund a number of infrastructure projects to support the development of the area. CIL is received without outstanding conditions; it is therefore recognised at the commencement date of the chargeable development in the Comprehensive Income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure. However, a proportion of the charges may be used to fund revenue expenditure.

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

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

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

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

20. Fair Value Measurement

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

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

The Council uses external valuers to provide a valuation of its assets and liabilities in line with the highest and best use definition within the accounting standard. The highest and best use of the asset or liability being valued is considered from the perspective of a market participant. Inputs to the valuation techniques in respect of the Council's fair value measurement of its assets and liabilities are categorised within the fair value hierarchy as follows:

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

Note 2: Accounting Standards that have been issued but have not yet been adopted

There are no accounting standards due to come into force in 2019/20 that would have a material effect on the Council's transactions for 2018/19 and balances at 31 March 2019.

Note 3: Critical Judgements in Applying Accounting Policies

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

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

In producing the financial statements the Council makes an assessment of the materiality of transactions and balances when applying its accounting policies. The Council has a de-minimis level of £20,000 when recognising assets and liabilities to be disclosed within the financial statements. Exception to this rule is employee untaken leave has not been accrued due to the amount being immaterial to the accounts and the year on year difference not being material.

Property, Plant and Equipment assets are re-valued sufficiently regularly to ensure that their carrying amount is not materially different from their current value at the year-end; as a minimum, revaluations occur at least once every five years. In addition the Council instructs its valuers to undertake a review of assets held in the other land and buildings category not re-valued in the year, to ensure that the carrying value is not materially different from their current value. The review concluded that there had been no material movement in current values.

The Council has assessed its investment portfolio for signs of impairment, in accordance with the requirements of IFRS 9. All treasury investments are held in low risk funds and/or with low risk counterparties. As such, any impairment to the investment portfolio has been judged as immaterial and has not been recognised in the CIES.

The Council has a material interest in its wholly owned subsidiary company, Epsom & Ewell Property Investment Company Limited. Group accounts, which present the combined financial position of the Council and the subsidiary, are published following the Council's disclosure notes. In the Council's own single-entity accounts, the Council's shareholding in the company is recorded in the balance sheet as a long term investment at cost.

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

The Statement of Accounts contains estimated figures that are based on assumptions made by the 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 2019 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Property, Plant and Equipment £75.4 million	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets and valuation assumptions, including estimates of remaining useful life. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. The depreciation charge for PPE in 2018/19 was £3.8m. A movement of 1% would result in a change in the depreciation charge of approximately £380k.
Pension Liability £39.53 million	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.	The assumptions interact in complex ways – the pension disclosure note contains a sensitivity analysis of the impact of changes to individual assumptions.
NNDR Appeals £0.31 million	Appeals notified by the Valuation Office Agency still include a large number of appeals lodged when the government changed the appeal rules. The VOA does not provide sufficient information, all possible appeals are included for NNDR collection fund purposes. A new list came into effect on 1 April 2017 and further estimates have been made to include an appeals provision pertaining to the new list.	The total £0.305m provision reflects an estimate of the potential effects of the Council's share of appeals that may be settled in future years. If the actual proportion of successful appeals is different to the expected proportion, the current provision would need to be adjusted and any change would feed through the collection fund calculation in future years.
General Bad Debt Provision £0.27 million	The current economic climate makes it uncertain that all the monies will be collected and an adequate allowance needs to be made for this in the measurement of these debtors. Council impair the debt wherever using a methodology and regularly write off the irrecoverable debts after all reasonable steps have been taken.	Council debt does not tend to fluctuate heavily. We assess the bad debts annually and will if necessary increase the impairments and write off to CIES. For example, a 1% increase in the provision would result in an increase of £2,700.

Note 5: Material Items of Income and Expenditure

There are no material items of income and expenditure that are not detailed in the notes below.

Note 6: Events after the Balance Sheet Date

There have been no material post balance sheet events.

Note 7: Expenditure and Funding Analysis

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

2017/18					2018/19			
Net Expenditure Chargeable to General Fund	Adjustments between Funding and Accounting Basis	Adjustments between internal and statutory reporting	Net Expenditure in the CIES		Net Expenditure Chargeable to General Fund	Adjustments between Funding and Accounting Basis	Adjustments between internal and statutory reporting	Net Expenditure in the CIES
£'000	£'000	£'000	£'000	**Committee**	£'000	£'000	£'000	£'000
3,566	1,390	(1,722)	3,235	Environment & Safe Communities	2,479	1,953	(976)	3,456
7,005	4,280	(1,861)	9,425	Community & Wellbeing	6,406	2,193	(1,585)	7,013
305	(753)	3,941	3,493	Strategy & Resources	1,709	(1,236)	2,878	3,351
10,876	4,918	358	16,153	Net Cost of Services	10,595	2,910	317	13,821
(10,891)	1,105	(3,854)	(13,640)	Other Income and Expenditure	(10,663)	(3,623)	(2,697)	(16,983)
(14)	6,023	(3,496)	2,513	(Surplus) or Deficit	(68)	(713)	(2,380)	(3,161)
(3,334)				Opening General Fund balance	(3,348)			
(3,348)				Closing General Fund balance	(3,416)			

Note to the Expenditure & Funding Analysis 2018/19

Committee	Net Expenditure Chargeable to General Fund	Adjustments for Capital Purposes (Note 1)	Adjustments for Pensions Benefits (Note 2)	Other Differences (Note 3)	Total Adjustments between Funding and Accounting Basis	Adjustments between internal & statutory reporting	Net Expenditure in the CIES
General Fund	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Environment & Safe Communities	2,479	1,046	907	0	1,953	(976)	3,456
Community & Wellbeing	6,406	1,453	739	0	2,193	(1,585)	7,013
Strategy & Resources	1,709	(909)	(327)	0	(1,236)	2,878	3,351
Net Cost of Services	10,595	1,590	1,320	0	2,910	317	13,821
Other Income and Expenditure	(10,663)	(3,057)	901	(1,467)	(3,623)	(2,697)	(16,983)
Difference between General Fund surplus or deficit and CIES Surplus or Deficit on the Provision of Services	(68)	(1,467)	2,221	(1,467)	(713)	(2,380)	(3,161)
	£'000						
Opening General Fund at 1 April 2018	(3,348)						
(Surplus)/Deficit	(68)						
Closing General Fund balance at 31 March 2019	(3,416)						

Note to the Expenditure & Funding Analysis 2017/18

Committee	Net Expenditure Chargeable to General Fund	Adjustments for Capital Purposes (Note 1)	Adjustments for Pensions Benefits (Note 2)	Other Differences (Note 3)	Total Adjustments between Funding and Accounting Basis	Adjustments between internal & statutory reporting	Net Expenditure in the CIES
General Fund	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Environment	3,566	498	892	0	1,390	(1,722)	3,235
Community and Wellbeing	7,005	3,561	719	0	4,280	(1,861)	9,425
Strategy and Resources	305	(261)	(492)	0	(753)	3,941	3,493
Net Cost of Services	10,876	3,799	1,119	0	4,918	358	16,153
Other Income and Expenditure	(10,891)	(1,323)	848	1,582	1,105	(3,854)	(13,640)
Difference between General Fund surplus or deficit and CIES Surplus or Deficit on the Provision of Services	(14)	2,476	1,967	1,582	6,023	(3,496)	2,513
	£'000						
Opening General Fund balances at 1 April 2017	(3,334)						
(Surplus)/Deficit	(14)						
Closing General Fund balance at 31 March 2018	(3,348)						

Note 1. Adjustments for Capital Purposes

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

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

Note 2. Adjustments for Pension Benefits

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

- **For services** this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.

- **For Financing and investment income and expenditure –**- the net interest on the defined benefit liability is charged to the CIES.

Note 3. Other Differences

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

- 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.

Note 8: Expenditure and Income analysed by Nature

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

2017/18 £'000	Expenditure/Income	2018/19 £'000
	Expenditure	
13,794	Employee benefits expenses	14,415
32,120	Other services expenses	31,141
(444)	Support Services recharges	(449)
5,961	Depreciation, amortisation, impairment, & revaluation	3,677
1,965	Interest payments	2,717
500	Precepts and Levies	555
24	Losses on the disposal of assets	178
53,921	**Total expenditure**	**52,234**
	Income	
(18,994)	Fees, charges and other service income	(16,990)
(1,517)	Interest and investment income	(3,118)
(7,289)	Income from Council tax, non-domestic rates, district rates, district rate income	(10,260)
(22,990)	Government grants and contributions	(22,465)
(617)	Movement in Investment Properties	(2,353)
0	Gain on the disposal of assets	(210)
(51,407)	**Total Income**	**(55,396)**
2,513	**(Surplus) or Deficit on the Provision of Services**	**(3,161)**

Note 9: Adjustments between Accounting basis and Funding basis under regulations

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

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

General Fund Balance

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

Capital Receipts Reserve

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

Capital Grants Unapplied

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

2018/19	Usable Reserves			Unusable Reserves
	General Fund Balance	Capital Receipts	Capital Grants Unapplied (CIL)	
	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:				
Reversal of items debited or credited to the CIES				
Charges for depreciation and impairment of non current assets	(3,810)			3,810
Revaluation losses on Property Plant and Equipment	(41)			41
Reversal of movements in the market value of Investment Properties	2,353			(2,353)
Reversal of impairment charges to the CIES of non-current assets in prior years where the non-current assets have had an upward revaluation in year	262			(262)
Amortisation of intangible assets	(88)			88
Revenue expenditure funded from capital under statute	(684)			684
Non current assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	(169)			169
Insertion of items not debited or credited to the CIES				
Statutory provision for the financing of capital investment	1,200			(1,200)
Capital expenditure charged against the General Fund balance	759			(759)
Adjustments primarily involving Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the CIES	667		(667)	
Application of grants to capital financing transferred to the Capital Adjustment Account	810		314	(1,124)
Adjustments primarily involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the CIES	207	(207)		
Use of the Capital Receipts Reserve to finance new capital expenditure		149		(149)
Adjustments involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the CIES	(4,411)			4,411
Employer's pensions contributions and direct payments to pensioners payable in the year	2,190			(2,190)
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the CIES differs from council tax income calculated in accordance with statutory requirements	(104)			104
Amount by which NDR income credited to the CIES differs from NDR income calculated in accordance with statutory requirements	1,572			(1,572)
Total Adjustments	**713**	**(58)**	**(353)**	**(302)**

2017-18	Usable Reserves			Unusable Reserves
	General Fund Balance	Capital Receipts	Capital Grants Unapplied (CIL)	
	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:				
Reversal of items debited or credited to the CIES				
Charges for depreciation and impairment of non current assets	(3,126)			3,126
Revaluation losses on Property Plant and Equipment	(2,767)			2,767
Reversal of movements in the market value of Investment Properties	617			(617)
Reversal of impairment charges to the CIES of non-current assets in prior years where the non-current assets have had an upward revaluation in year	52			(52)
Amortisation of intangible assets	(120)			120
Revenue expenditure funded from capital under statute				
Non current assets written off on disposal or	(247)			247
sale as part of the gain/loss on disposal to the CIES				
Insertion of items not debited or credited to the CIES				
Statutory provision for the financing of capital investment	693			(693)
Capital expenditure charged against General Fund balances	626			(626)
Adjustments primarily involving Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the CIES	1,575		(1,575)	
Application of grants to capital financing transferred to the CAA			256	(256)
Adjustments primarily involving the Capital Receipts Reserve:				
Transfer of cash sale proceeds credited as part of the	223	(223)		
gain/loss on disposal to the CIES				
Use of the Capital Receipts Reserve to finance new capital expenditure		344		(344)
Other transfers		(117)	117	
Adjustments involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited	(4,066)			4,066
or credited to the CIES				
Employer's pensions contributions and direct payments to	2,099			(2,099)
pensioners payable in the year				
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax income credited to the CIES differs	(1)			1
from council tax income calculated in accordance with statutory requirements				
Amount by which NDR income credited to the CIES differs	(1,581)			1,581
from NDR income calculated in accordance with statutory requirements				
Total Adjustments	**(6,023)**	**4**	**(1,202)**	**7,221**

Note 10: Movements in Usable Reserves

	Balance at 31 March 2017	Transfers		Balance at 31 March 2018	Transfers		Balance at 31 March 2019
		In	Out		In	Out	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
General Fund	**(3,334)**	**(14)**	**0**	**(3,348)**	**(68)**	**0**	**(3,416)**
Strategic Reserves							
Insurance	(458)	(8)	29	(437)	(29)	0	(466)
Repairs and Renewals	(338)	(42)	143	(237)	(40)	2	(275)
Interest Equalisation	(631)	0	0	(631)	0	0	(631)
VAT Reserve	(216)	(103)	0	(319)	0	0	(319)
Housing & Planning Delivery Grant	(176)	0	0	(176)	0	0	(176)
Property Maintenance	(401)	(118)	96	(423)	(235)	85	(573)
Commuted Sums	(1,965)	(39)	39	(1,965)	0	24	(1,941)
Hospital Cluster Interest	(230)	(1)	0	(231)	(2)	0	(233)
Corporate Project Reserve	(1,521)	(1,192)	138	(2,575)	(745)	71	(3,249)
Community Safety	(82)	(1)	1	(82)	(28)	0	(110)
Historic Buildings	(3)	0	0	(3)	0	0	(3)
Local Partnership Fund	(28)	0	0	(28)	0	0	(28)
Prevention, Personalisation & Partnership Fund	(321)	0	210	(111)	0	38	(73)
Business Rates Equalisation	(864)	(1,450)	69	(2,245)	(992)	171	(3,066)
Residential Property Acquisition Fund	(2,000)	0	562	(1,438)	0	257	(1,181)
Property Income Equalisation	(76)	(1,283)	10	(1,349)	(879)	48	(2,180)
HIA Hardship fund	(43)	(30)	2	(71)	(4)	0	(75)
Hollymoor Lane - Orbit contribution	0	(90)	0	(90)	0	90	0
Linden Homes contribution	0	(85)	3	(82)	0	82	0
Sports & Leisure Development	0	(104)	12	(92)	0	5	(87)
Flexible Housing Support Grant	0	(210)	25	(185)	(307)	0	(492)
Homelessness Reduction Act	0	(27)	8	(19)	0	0	(19)
Mortgage Rescue Funding	0	(18)	2	(16)	0	5	(11)
Surrey Homeless Alliance Funding	0	(14)	4	(10)	0	5	(5)
Basic Payments Scheme	0	(28)	0	(28)	(3)	0	(31)
Community Housing Fund	0	(18)	10	(8)	0	0	(8)
Subtotal Strategic Reserves	**(9,353)**	**(4,861)**	**1,363**	**(12,851)**	**(3,263)**	**884**	**(15,230)**
Community Infrastructure Levy	(3,835)	(1,397)	196	(5,036)	(761)	408	(5,389)
Capital Receipts Reserves	(4,893)	(340)	344	(4,889)	(207)	149	(4,947)
Total Usable Reserves	**(21,414)**	**(6,612)**	**1,903**	**(26,123)**	**(4,299)**	**1,441**	**(28,982)**

The Council has budgeted to use £1.844m of the Business Rates Equalisation Reserve in 2019/20.

Note 11: Other Operating Expenditure in CIES

2017/18 £'000		2018/19 £'000
24	(Gains) /Losses on the Disposal of Non-Current Assets	(32)
24	**Total**	**(32)**

Note 12: Financing and Investment Income and Expenditure in CIES

2017/18 £'000		2018/19 £'000
1,117	Interest Payable and Similar Charges	1,816
848	Net Interest on the Net Defined Benefit Liability	901
(617)	Movement in Investment Property Valuations	(2,353)
(2,541)	Investment Property Rentals Trading Account	(2,202)
(953)	Interest Receivable and Similar Income	(1,969)
(564)	Other Income from Subsidiary	(1,149)
(2,710)	**Total**	**(4,955)**

Note 13: Taxation and Non Specific Grant Income in CIES

The Council recognised the following taxation and non-specific grant income in the year:

2017/18 £'000		2018/19 £'000
(6,144)	Council Tax Income	(6,327)
(560)	Non Domestic Rates	(3,370)
(290)	NDR- Small Business Rate Relief Grant	(388)
(497)	NDR Other Section 31 Grants	(175)
(1,557)	New Homes Bonus Grant*	(834)
(1,730)	Capital Grants and Contributions	(902)
(176)	Revenue Support Grant (inc Transitional Grant)	0
(10,954)	**Total**	**(11,996)**

*New Homes Bonus received in 2018/19 was £0.834m, however, only £500,000 was used to fund services, with the remaining balance transferred to the Corporate Project Reserve. Further grants credited to services are detailed in Note 14.

Note 14: Other Government Grants Credited to Services

In addition to Taxation and Non Specific Grant Income in Note 13 the following significant grants, contributions and donations were credited to Cost of Services in the Comprehensive Income and Expenditure Account:

2017/18 Re-stated* £'000		2018/19 £'000
(55)	Council Tax Support	(51)
(164)	Benefit Admin Grant	(149)
(19,755)	Rent Allowances- Housing Benefit and Rebate	(19,867)
(196)	Election	(15)
(159)	Personal Services	(156)
(146)	Highways and parking	(77)
(210)	Venues	(121)
(108)	Homelessness	(452)
(396)	Disabled Facilities Grant	(520)
(254)	Other Smaller Grants	(224)
(21,443)	**Total**	**(21,631)**

*2017/18 figures have been re-stated to include £396k additional Disabled Facilities Grant received from MHCLG, and to remove £210k of Personalisation, Prevention and Partnership Funding, which had been received prior to 2017/18.

Capital Grants and Contributions Receipts in advance

These are grants held that were received in advance or where the Council has not yet satisfied the condition attached to the grant but expects to meet the conditions in the future.

2017/18 £'000		2018/19 £'000
(2,753)	Other grants and Section 106 Contributions	(2,370)
(2,753)	**Total**	**(2,370)**

Note 15: Property, Plant and Equipment

Property, Plant and Equipment Valuation

The Borough Council's property portfolio was first valued as at 1 April 1994 with all properties subject to a rolling five year revaluation, with approximately one fifth of properties being revalued each year. In line with the Code of Practice the Council maintains a valuation programme that concentrates on categories of assets. Valuations are undertaken by Huggins, Edwards and Sharp, Chartered Surveyors. The properties that were revalued in 2018/19 account for £19.3 million of the gross book value of assets at 31 March 2019.

Infrastructure, community assets and assets under construction are held at historical cost and have not been formally re-valued.

Properties are also revalued to take into account any potential impairment in their value and also consequently upon construction and the completion of any material improvements.

Depreciation

Assets are depreciated in accordance with the requirements of IAS 16 and IAS 36. The following useful lives have been used in the calculation of depreciation:

- Other Land and Buildings – 15 to 68 years
- Vehicles, plant and equipment – 1 to 39 years

Movements on Non Current Assets – Property, Plant & Equipment 2018/19

TANGIBLE NON CURRENT ASSETS	Other Land and Buildings £'000	Vehicle Plant and Equipment £'000	Infrastructure Assets £'000	Community Assets £'000	Assets Under Construction £'000	Surplus Assets £'000	Totals £'000
Gross Book Carrying Value as at 1 April 2018	**68,892**	**11,134**	**158**	**4,153**	**595**	**0**	**84,932**
Additions	376	540	0	152	675	0	1,743
Revaluation Movement Recognised in the Revaluation Reserve	1,511	0	0	0	0	(75)	1,436
Revaluation movement recognised in the Surplus/Deficit on the Provision of Service	(52)	0	0	0	0	0	(52)
Derecognition - Disposals	0	(813)	0	0	0	0	(813)
Assets Reclassified	136	0	0	0	(435)	140	(159)
Other Movements	0	0	2	0	0	0	2
Gross Book Carrying Value at 31 March 2019	**70,863**	**10,861**	**160**	**4,305**	**835**	**65**	**87,089**
Accumulated Impairment & Depreciation as at 1 April 2018	(6,164)	(2,736)	0	(942)	0	0	(9,842)
Depreciation Charge for the Year	(2,523)	(1,272)	(11)	0	0	(4)	(3,810)
Depreciation written out to the Surplus/Deficit on the Provision of Service	52	0	0	0	0	0	52
Impairment (Losses) / Reversals Recognised in the Surplus/Deficit on the Provision of Service	221	0	0	0	0	0	221
Derecognition - disposals	0	799	0	0	0	0	799
Depreciation Written out to the Revaluation Reserve	912	0	0	0	0	4	916
Other Movements	0	0	11	0	0	0	11
Accumulated Impairment & Depreciation as at 31 March 2019	**(7,502)**	**(3,209)**	**0**	**(942)**	**0**	**0**	**(11,653)**
TOTAL NET CARRYING BOOK VALUE at 31 March 2019	**63,361**	**7,652**	**160**	**3,363**	**835**	**65**	**75,436**

Movements on Non Current Assets – Property, Plant & Equipment 2017/18

TANGIBLE NON CURRENT ASSETS	Other Land and Buildings £'000	Vehicle Plant and Equipment £'000	Infrastructure Assets £'000	Community Assets £'000	Assets Under Construction £'000	Surplus Assets £'000	Totals £'000
Gross Book Carrying Value as at 1 April 2017	**71,287**	**8,205**	**158**	**3,889**	**1,956**	**0**	85,495
Additions	600	3,759	0	264	398	0	5,021
Revaluation Movement Recognised in the Revaluation Reserve	(1,972)	286	0	0	0	0	(1,686)
Revaluation movement recognised in the Surplus/Deficit on the Provision of Service	(2,434)	0	0	0	0		(2,434)
Derecognition - Disposals	0	(1,314)	0	0	0	0	(1,314)
Derecognition - other						0	0
Assets Reclassified	1,411	198	0	0	(1,759)	0	(150)
Gross Book Carrying Value at 31 March 2018	**68,892**	**11,134**	**158**	**4,153**	**595**	**0**	**84,932**
Accumulated Impairment & Depreciation as at 1 April 2017	(5,429)	(3,688)	0	(942)	0	0	(10,059)
Depreciation Charge for the Year	(2,524)	(602)	0	0	0	0	(3,126)
Impairment (Losses) / Reversals Recognised in the Surplus/Deficit on the Provision of Service	(280)	0	0	0	0	0	(280)
Derecognition - disposals	0	1,222	0	0	0	0	1,222
Depreciation Written out to the Revaluation Reserve	2,069	332	0	0	0	0	2,401
Accumulated Impairment & Depreciation as at 31 March 2018	**(6,164)**	**(2,736)**	**0**	**(942)**	**0**	**0**	**(9,842)**
TOTAL NET CARRYING BOOK VALUE at 31 March 2018	**62,728**	**8,398**	**158**	**3,211**	**595**	**0**	**75,090**

Capital Expenditure

Capital expenditure and revenue expenditure funded from capital under statute (REFCUS) of £2.032m was incurred in 2018/19 as follows:

2017/18 £'000		2018/19 £'000
1,387	Non Current Assets - PPE	1,253
5,148	Investment Assets	0
60,293	Investment in Subsidiary	0
0	Intangibles	95
424	Revenue Expenditure Funded from Capital Under Statute	684
67,252	**Total Capital Expenditure**	**2,032**

Funding of capital expenditure is detailed below:

2017/18 £'000		2018/19 £'000
344	Capital Reserves	149
396	Government Grants	520
626	Revenue	759
47	Grants from Other Local Authorities	0
3	Contributions from Other Bodies	82
229	Section 106 Receipts	208
5	Community Infrastructure Levy Receipts	314
45,293	Long Term Borrowing	0
20,148	Internal Borrowing	0
161	Prior year funding	0
67,252	**Total Capital Funding**	**2,032**

A net contribution of £759k (£626k contribution in 2017/18) was set aside from revenue to finance capital expenditure in 2018/19, of which £257k was from New Homes Bonus to fund a residential property purchase for use as temporary accommodation.

Capital Commitments

The estimated commitments for capital expenditure for schemes that had started, or legal contracts entered into by 31 March 2019 amounts to £3.944m as detailed below.

2017/18 £'000		2018/19 £'000
83	Epsom Common Path Restoration	0
293	Electronic Service Delivery	265
0	Epsom Datacentre	103
25	Rosebery Park Pond Refurbishment	0
79	Longrove Park BMX/Skate Park	0
40	Affordable Housing	0
649	Epsom Cemetery Extension	687
0	Plan E Town Centre works	2,579
0	Ashley Centre Carpark improvements	247
0	Poole Rd Pavilion Heating System	63
7	Other	0
1,176	**Total Capital Commitments**	**3,944**

Disposals

Assets relating to Vehicles, Plant & Equipment with a net book value of £13k were disposed of in 2018/19 (£92k in 2017/18).

Assets under Construction

Assets under Construction are valued on the basis of those costs incurred up to 31 March and are held as non-operational assets until the asset becomes available for use. At that point it is transferred to the appropriate asset class on the Balance Sheet depending on its use or nature.

There are eight Assets under Construction held in the balance sheet for 2018/19 totalling £0.835m. (£0.594m in 2017/18).

Assets Held for Sale

Assets Held For Sale are those properties which are expected to be sold within 12 months and are recorded at the lower of its carrying amount and fair value less costs to sell.

There are no Assets Held for Sale in the balance sheet for 2018/19. The two properties held for sale at 31 March 2018 were both sold during the 2018/19 financial year.

2017/18 £'000		2018/19 £'000
0	**Balance at the Start of the Year**	**156**
6	Assets reclassified from Investment Properties	0
150	Assets reclassified from Other Land & Buildings	0
0	**Disposals**	(156)
156	**Balance at the Year End**	**0**

Componentisation

When valuing the assets for the five-year rolling programme, the valuer considered component accounting requirements. The only significant components revalued in 2018/19 related to the Rainbow Leisure Centre.

Revaluations

The Council ensures that all property, plant and equipment required to be measured at current value are re-valued, under a rolling five year programme, by the Council's property valuer Huggins, Edwards and Sharp. All valuations are carried out in accordance with the methodologies and basis for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

The timing and amounts of the valuations of those classes of asset held at current value are summarised in the following table:

Valued at fair value as at:	31 March 2016 £'000	31 March 2017 £'000	31 March 2018 £'000	31 March 2019 £'000	Total Cost or Valuation £'000
Operational Assets					
Land and Buildings	1,517	28,982	19,345	13,518	**63,362**

Infrastructure, community assets and assets under construction are held at historical value and have not been formally re-valued.

Note 16: Investment Properties

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

2017/18 £'000		2018/19 £'000
(2,679)	Rental Income from Investment Property	(2,739)
138	Other Net Expenditure Arising from Investment Property	537
(2,541)	**Net (Income)/Expenditure**	**(2,202)**

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

Fair Value Hierarchy
All the Council's investment properties have been value assessed as Level 2 on the fair value hierarchy for valuation purposes (see Accounting Policies for an explanation of the fair value levels).

Valuation Techniques Used to Determine Level 2 Fair Values for Investment Property
The fair value of investment property has been measured using a market approach, which takes into account quoted prices for similar assets in active markets, existing lease terms and rentals, research into market evidence including market rentals and yields, the covenant strength for existing tenants, and data and market knowledge gained in managing the Council's Investment Asset portfolio. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised as level 2 on the fair value hierarchy. There has been no change in the valuation techniques used during the year for investment properties.

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

Valuation Process for Investment Properties
The Council's investment property has been valued as at 31 March 2019 by Huggins, Edwards & Sharp in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The following table summarises the movement in the fair value of investment properties over the year.

2017/18 £'000		2018/19 £'000
41,437	**Balance at the Start of the Year**	**47,041**
5,148	Purchases	0
(155)	Disposals	0
617	Net gains/(losses) from Fair Value Adjustments	2,353
(6)	Transfers to Assets Held For Sale/Other adjustments	(11)
47,041	**Balance at the Year End**	**49,383**

Note 17: Intangible Assets

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 the purchased licenses and any internally generated software.

All software is given a finite useful life of 4 years. The carrying amount of intangible assets is amortised on a straight-line basis.

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

2017/18 £'000		2018/19 £'000
	Balance at the start of the year	
609	Gross Carrying Amounts	609
(348)	Accumulated Amortisation	(468)
261	**Net Carrying Amount at the Start of the Year**	**141**
0	Additions	95
0	Assets under construction brought into use	159
(120)	Amortisation for the Period	(88)
141	**Net Carrying Value at the End of the Year**	**307**

Note 18: Financial Instruments

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. For the Council this means that all treasury contracts (borrowings and investments) are recognised as financial instruments as well as trade receivables, loans for policy purposes, trade payables and bank deposits. Statutory charges and payments (e.g. amounts due from Council Tax) are not recognised as financial instruments as these do not arise from contractual agreements and are outside the scope of the accounting treatment for financial instruments.

The borrowings and investments disclosed in the Balance Sheet are made up of the following categories of financial instruments:

2017/18			2018/19	
Non-Current £'000	Current £'000		Non-Current £'000	Current £'000
		Financial Assets - Loans and Investments		
60,293	0	Loans and Investments (Amortised Cost)	60,293	3,000
0	12,559	Loans and Investments (FVPL)	0	9,439
60,293	**12,559**	**Total Loans and Investments**	**60,293**	**12,439**
		Financial Assets - Debtors		
0	3,889	Other Debtors (Amortised Cost)	0	1,077
0	10	Trade Debtors (Amortised Cost)	0	12
0	**3,899**	**Total included in Debtors**	**0**	**1,089**
		Financial Liabilities - Borrowings		
(64,427)	0	Borrowings (Amortised Cost)	(64,427)	0
(64,427)	**0**	**Total included in Borrowings**	**(64,427)**	**0**
		Other Financial Liabilities		
(2,927)	(310)	Finance Lease (Amortised Cost)	(3,046)	(355)
(2,927)	**(310)**	**Total included Other Financial Liabilities**	**(3,046)**	**(355)**
		Financial Liabilities - Creditors		
0	(6,867)	Creditors (Amortised Cost)	0	(4,035)
0	**(6,867)**	**Total included in Creditors**	**0**	**(4,035)**

Cash is also a financial asset and is disclosed separately in Note 20.

Material Soft Loans made by the Council

The Council has no material soft loans outstanding at 31 March 2019.

Employee Loans

The Council may make car loans for car purchases to employees in the Council who are in a post which requires them to drive regularly on the Council's business. The Council also provides loans for season tickets, cycles and computers. The total value of employee loans outstanding at 31 March 2019 is £12,403 (£10,473 at 31 March 2018).

No interest is charged on the loans, the Council assesses an unsubsidised rate for such loans would be 5%.

Unquoted Equity Instruments Measured at Cost

The Council has a shareholding in Epsom & Ewell Property Investment Company Limited (representing 100% of the company's capital). The shares are carried at cost of £24,117,000 and have not been re-valued, as a fair value cannot be measured without incurring excessive expense. The company was formed in September 2017. There are no established companies with similar aims in the Council's area whose shares are traded and which might provide comparable market data. There is no indication that the investment may be impaired. The Council has no current intention to dispose of the shareholding.

Income, Expense, Gains and Losses

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

2017/18				2018/19		
Financial Liabilities - Borrowings £'000	Financial Assets - Loans and Investments £'000	Total £'000		Financial Liabilities - Borrowings £'000	Financial Assets - Loans and Investments £'000	Total £'000
124	0	124	Interest expense - finance leases	191	0	191
978	0	978	Interest expense - borrowings	1,625	0	1,625
16	0	16	Fee expense	0	0	0
1,117	**0**	**1,117**	**Total expense in Surplus or Deficit on the Provision of Services**	**1,816**	**0**	**1,816**
0	(189)	(189)	Interest Income - treasury investments		(160)	(160)
0	(764)	(764)	Interest Income - loans to subsidiary		(1,809)	(1,809)
0	**(953)**	**(953)**	**Total Income in Surplus or Deficit on the Provision of Services**	**0**	**(1,969)**	**(1,969)**
1,117	**(953)**	**164**	**Net (Income)/Expenditure for the Year**	**1,816**	**(1,969)**	**(153)**

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 authority
- Liquidity risk – the possibility that the authority might not have funds available to meet its commitments to make payments
- Market risk – the possibility that financial loss might arise for the authority as a result of changes in such measures as interest rates and stock 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 a central Treasury Team, under policies approved by Strategy & Resources Committee in the Annual Treasury Management Strategy. The Council provides written principles for overall risk management including written policies.

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the authority's customers. Risk to the Council is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, such as ratings received from Fitch, Moody's and Standard & Poors. The Annual Investment Strategy also imposes a £5m maximum sum to be invested with financial institutions located within each category.

The financial assets held by the Council at 31 March 2019 are detailed below.

Financial Asset Category	Counterparty	Investment at 31 March 2019
Cash Equivalents - Fair Value Through Profit & Loss		
Deposits with Money Market Funds	Goldman Sachs Deutsche Bank	£ 5.000m £ 0.300m
Global Liquidity Fund	Aberdeen Liquidity Fund	£ 4.139m
Total Cash Equivalents		**£ 9.439m**
Short Term Investments - Amortised Cost		
Fixed Term Deposit with Building Societies and bank	Lloyds Bank	£ 3.000m
Total Short Term Investments		**£ 3.000m**

The Authority's maximum exposure to credit risk in relation to its investments is £12.439m. The Council has assessed its investment portfolio for signs of impairment, in accordance with the requirements of IFRS 9. All treasury investments are held in low risk funds and/or with low risk counterparties. As such, any impairment to the investment portfolio is immaterial and has not been recognised in the CIES.

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

The following analysis summarises the Council's potential maximum exposure to credit risk, based upon experience of default over the last five financial years, adjusted to reflect current market conditions:

`	Amount at 31 March 2019 £'000	Historical experience of default %	Historical experience adjusted for market conditions at 31-Mar-19 %	Estimated maximum exposure to default and un-collectability at 31 March 2019 £'000	Estimated maximum exposure at 31-Mar-18 £'000
	A	B	C	(A x C)	
Deposits with Aberdeen	4,139	0	0	0	0
Goldman Sachs	5,000	0	0	0	0
Deutsche Bank	300	0	0	0	0
Customers	1,077	3.73%	22.61%	244	262

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

The Council does not generally allow credit for customers, but of the £1.1m balance £0.5m is overdue for payment. The overdue amount can be analysed by age as follows:

31-Mar-18 £'000		31-Mar-19 £'000
1,285	Less than three months	183
78	Three to Five months	45
153	More than Five Months	321
1,516	**Total**	**549**

Liquidity Risk

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

Market & Interest rate risk: The Council is exposed to relatively modest risk in terms of its exposure to interest rate movements on its investments. Movements in interest rates have an impact on the Council. For instance, a rise in interest rates would have the following effects:

- Investments at variable rates – the interest income credited to the Surplus or Deficit on the Provision of Services will rise
- Investments at fixed rates – the fair value of the assets will fall.

However, interest receivable on variable rate investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund Balance.

The Council has a number of strategies for managing interest rate risk. The Treasury Management Team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to update the budget quarterly during the year. This allows any adverse changes to be accommodated.

According to this assessment strategy, at 31 March 2019, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	£'000
Increase in interest receivable on variable rate investments	(168)
Impact on Surplus or Deficit on the Provision of Services	**(168)**
Decrease in fair value of fixed rate investment assets	20

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

There have been no changes to the method and approach for compiling the risk information for 2018/19 compared to 2017/18.

The Council uses external fund managers to manage the majority of its cash backed reserves. Other surplus cash may be invested in gilts or in temporary investments with other public sector authorities, major clearing banks and building societies.

These investments are included in the balance sheet at amortised cost less any expected credit loss (if material) and distinguished between those due for maturity within the next financial year (current asset investments) and those not due within the next year (long term investments).

Fair Values of Financial Assets and Financial Liabilities

All financial assets and financial liabilities held by the Authority are carried in the Balance Sheet at amortised cost or fair value through profit or loss. The fair values are calculated as follows; where cost is used as the proxy for fair value, this falls within Level 3 of the fair value hierarchy.

<u>Financial Assets</u>

The Other Investments and Trade Debtors are short term in nature, and therefore the fair value is not materially different for the book value. There is no impairment implication for investments. Short term debtors are carried at cost less any impairment, as this is a fair approximation of their value.

31-Mar-18			31-Mar-19	
Carrying Amount £'000	Fair Value £'000		Carrying Amount £'000	Fair Value £'000
		Financial Assets		
24,117	24,117	Unquoted Equity Investment (Amortised Cost)	24,117	24,117
36,176	36,176	Loans to Subsidiary (Amortised Cost)	36,176	66,485
0	0	Other Investments (Amortised Cost)	3,000	3,020
12,559	12,559	Other Investments (FVPL)	9,439	9,439
3,889	3,889	Trade Debtors (Amortised Cost)	1,077	1,077
76,741	**76,741**	**Total Financial Assets**	**73,809**	**104,138**

It has not been possible to establish fair value of the Council's equity investment in its subsidiary company. There are no established companies with similar aims in the Council's area whose shares are traded and which might provide comparable market data. There is no indication that the investment may be impaired. The Council has no current intention to dispose of the shareholding.

<u>Financial Liabilities</u>

31-Mar-18			31-Mar-19	
Carrying Amount £'000	Fair Value £'000		Carrying Amount £'000	Fair Value £'000
		Financial Liabilities held at amortised cost		
64,427	69,525	PWLB Loans	64,427	70,758
3,237	3,237	Finance Lease Liabilities	3,401	3,401
6,867	6,867	Creditors	4,035	4,035
74,531	**79,629**	**Total Financial Liabilities**	**71,863**	**78,194**

The Council's PWLB loans and loans to its subsidiary have been fair-valued by Link Asset Services, using Level 2 inputs based on both redemption and new borrowing rates. Financial Lease Liabilities and Short Term Creditors are carried at contracted amounts.

Note 19: Debtors

A summary of debtors due within the next financial year is detailed below.

2017/18 £'000		2018/19 £'000
1,289	Central government bodies	4,826
623	Council Tax Payers	514
133	Non Domestic Rate Payers	143
3,680	Other Entities and individuals	1,503
5,725	**Total Debtors**	**6,986**

Long term debtors (greater than 365 days):

2017/18 £'000		2018/19 £'000
36,176	Loans to Subsidiary	36,176
36,176	**Total**	**36,176**

Note 20: Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in specified period (no more than three months) or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

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

2017/18 £'000		2018/19 £'000
430	Cash at Bank	1,141
12,559	Cash Equivalents	9,439
12,989	**Cash and Cash Equivalents**	**10,580**

Note 21: Creditors

A summary of Creditors is detailed below.

2017/18 £'000		2018/19 £'000
(234)	Central Government Bodies	(211)
(1,498)	Other Local Authorities	(3,392)
(727)	Council Tax	(780)
(68)	Non Domestic Rate	(45)
(6,867)	Other Entities and individuals	(4,035)
(9,393)	**Total**	**(8,463)**

Note 22: Provisions

A summary of Long Term Provisions is detailed below.

	NDR Appeals	Local Land Charges	Total
	£'000	£'000	£'000
2017/18			
Opening balance at 1 April 2017	(850)	(136)	(986)
Amounts used or written back to revenue in year	121	136	257
Additional provision made in year	(1,551)	0	(1,551)
Balance at 31 March 2018	**(2,280)**	**0**	**(2,280)**
2018/19			
Opening balance at 1 April 2018	(2,280)	0	(2,280)
Adjustment to opening balance due to 100% Business Rates Pilot	570	0	570
Amounts used or written back to revenue in year	1,405	0	1,405
Balance at 31 March 2019	**(305)**	**0**	**(305)**

The Council has one outstanding provision of £0.305m for its share of appeals against NDR (Business Rates) charges. During 2018/19, £1.405m was used or written back from the provision; this was principally because the Council has assessed that the probability of successful appeals from NHS properties no longer meets the accounting criteria for a provision. The total £0.305m provision reflects an estimate of the potential effects of appeals that may be settled in future years.

Note 23: Reserves

The Council keeps a number of reserves in the Balance Sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice, and others have been set up voluntarily to earmark resources for future spending plans.

Reserve	Balance 2017/18 £'000	Net Movement in year £'000	Balance 2018/19 £'000	Purpose of Reserve	Further Detail of Movements
General Fund	(3,348)	(68)	(3,416)	Resources available to meet future running costs for non-housing services	Movement in Reserve Statement (Note 10)
Strategic Reserves	(12,851)	(2,379)	(15,230)	Earmarked resources to provide funding for specific areas	Movement in Reserve Statement (Note 10)
Capital Grants Unapplied Account (CIL)	(5,036)	(353)	(5,389)	Community Infrastructure Levy used to fund invesment in infrastructure.	Movement in Reserve Statement (Note 10)
Capital Receipts Reserve	(4,889)	(58)	(4,947)	Proceeds of Non Current Asset sales available to meet future capital investment	Detailed in this note below
Total Usable Reserves	**(26,123)**	**(2,858)**	**(28,982)**		
Revaluation Reserve	(36,873)	(2,352)	(39,225)	Store of gains on revaluation of non current assets not yet realised through sales	Detailed in this note below
Capital Adjustments Account	(58,950)	(1,056)	(60,006)	Store of capital resources set aside to meet past expenditure	Detailed in this note below
Council Tax Adjustment Account	(135)	104	(31)	Balance held on collection fund and NNDR AC	Detailed in this note below
NNDR Adj Account	1,995	(1,571)	424	Balance held on collection fund and NNDR AC	Detailed in this note below
Pensions Reserve	34,035	5,499	39,534	Balancing account to allow inclusion of Pensions Liability in the Balance Sheet.	Note 32
Total Unusable Reserves	**(59,928)**	**624**	**(59,305)**		
Total Reserves	**(86,052)**	**(2,234)**	**(88,287)**		

Revaluation Reserve

The Revaluation Reserve records the net gain (if any) from revaluations made after 1 April 2007. Unrealised (gains)/losses occur when non-current assets are revalued. If an asset is revalued at an increased amount over the current net book value in the Balance Sheet, then there is an unrealised gain. If the asset is revalued below its net book value, then there is an unrealised loss. However, when the review of an asset value reveals a reduction, it is necessary to determine whether impairment has occurred, either because of general price decreases or because of the clear consumption of the economic benefits of the assets.

The main reason for this is to ensure that non-current assets are recorded in the Statement of Accounts at no more than their recoverable amount and any resulting impairment loss is measured and recognised on a consistent basis.

All non-current assets are reviewed at the end of each financial year for evidence of reductions in value. Where impairment is identified as part of this review or as a result of a valuation exercise, this is normally charged to the relevant service revenue account.

In the event that the relevant asset has a balance in the Revaluation Reserve, the decrease in value is written off against any revaluation gains held, with any excess charged to the relevant service revenue account. Where an impairment loss is charged against gains in the Revaluation Reserve for that asset, the amount up to the value of the balance in the Revaluation Reserve is transferred from the Revaluation Reserve to the Capital Adjustment Account.

The balance on the account represents the difference between the original values of assets and their revalued amounts where appropriate. The account is written down by the net book value of assets as they are disposed of, and either debited with the deficits or credited with the surpluses arising on future revaluations.

2017/18 £'000		2018/19 £'000
(36,156)	**Balance at 1 April**	**(36,873)**
(3,034)	Upward revaluation of assets	(2,420)
2,317	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	68
(717)	**Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services**	**(2,352)**
0	Amount written off to the Capital Adjustment Account	**0**
(36,873)	**Balance at 31 March**	**(39,225)**

Movements in Amounts Capital Adjustment Account to Finance Capital Investment

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement. The account is credited with the amounts set aside by the Authority as finance for the costs of acquisition, construction and enhancement.

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

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

Total movements in amounts set aside to finance capital investment were as follows:

2017/18 Re-stated* £'000		2018/19 £'000
(62,623)	**Balance brought forward at 1 April**	**(58,951)**
	Reversal of Items Relating to Capital Expenditure Debited or Credited to the Comprehensive Income and Expenditure Statement	
3,126	- charges for depreciation and impairment of non-current assets	3,810
2,715	- revaluation (gains)/losses on property, plant & equipment	(221)
120	- amortisation of intangible assets	88
424	- revenue expenditure funded from capital under statute	684
247	-amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	169
6,632	**Total Reversal of Items Relating to Capital Expenditure Debited or Credited to the Comprehensive Income and Expenditure Statement**	**4,530**
(55,991)	**Net Written out Amount of the Cost of Non-Current Assets Consumed in the Year**	**(54,421)**
	Capital Financing Applied in the Year	
(344)	- use of the Capital Receipts Reserve used to finance new expenditure	(149)
(680)	- capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(1,124)
(693)	- statutory provision for the financing of capital investment charged against the general fund	(1,200)
(626)	- capital expenditure charged against the General Fund	(759)
(2,343)	**Total Capital Financing Applied**	**(3,232)**
(617)	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	(2,353)
(58,951)	**Balance Carried Forward at 31 March**	**(60,006)**

*2017/18 Figures have been re-stated to include Revenue Expenditure Funded from Capital Under Statute, which had previously been reported in a separate table.

Usable Capital Receipts Reserve

2017/18 £'000		2018/19 £'000
(4,893)	**Balance brought forward at 1 April**	**(4,889)**
(223)	Amounts receivable in year	(207)
(117)	Transfer from Capital Grants Unapplied	0
344	Amounts applied to finance new capital investment	149
4	**Total (Increase)/decrease in realised capital receipts**	**(58)**
(4,889)	**Balance carried forward at 31 March**	**(4,947)**

The usable capital receipts reserve represents the receipts available to finance capital expenditure in future years, after setting aside the required statutory amounts for the repayment of external loans.

Pensions Reserve

Pension costs are detailed in Note 32.

Council Tax Collection Fund Adjustment Account and NNDR Adjustment Account

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

2017/18 £'000		2018/19 £'000
278	**Balance at the start of the year**	**1,860**
1	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	104
1,581	Amount by which NNDR income credited to the CIES is different from NNDR income calculated for the year in accordance with statutory requirements	(1,572)
1,860	**Balance at the end of the year**	**393**

Note 24: Adjustment for Net (Surplus) or Deficit on the Provision of services for non-cash movements

2017/18 £'000	Details	2018/19 £'000
(5,841)	Charges for depreciation, impairment, and revaluation of non-current assets	(3,589)
617	Movements in the market value of Investment Properties	2,353
(120)	Amortisation of intangible assets	(88)
(247)	Carrying amount of non-current assets sold or de-recognised	(169)
(1,966)	Movement in pension liability	(2,221)
1,778	Increase/(decrease) in debtors	1,261
(814)	(Increase)/decrease in creditors	564
(1,294)	(Increase)/decrease in provisions	1,975
5	Increase/(decrease) in inventories	60
(7,882)	**Adjustment for Net (Surplus) or Deficit on the Provision of services for non-cash movements**	**146**

Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities

2017/18 £'000	Details	2018/19 £'000
1,016	Capital Grants credited to surplus or deficit on the provision of services	1,103
223	Proceeds from the sale of property plant and equipment, investment property and intangible assets	207
1,239	**Total**	**1,310**

Note 25: Cashflow from Investing Activities

These are cash payment or receipts involving capital activities.

2017/18 £'000	Details	2018/19 £'000
6,465	Purchase of property, plant and equipment, investment property and intangible assets	1,395
60,293	Investment and Loans to Subsidiary	0
(12,500)	Short Term Investments	3,000
(1,016)	Capital Grants Received	(1,103)
(223)	Receipts from sale of assets	(207)
53,019	**Total**	**3,086**

Note 26: Cashflow from Financing Activities

2017/18 £'000	Details	2018/19 £'000
497	Lease rentals	327
169	Other financing activities (NNDR shares and Council Tax Preceptors)	701
(45,293)	Long-term Borrowing	0
(44,627)	**Total**	**1,028**

The changes in the Council's liabilities arising from financing activities can be classified as follows:

	Borrowings £'000	Lease Liabilities £'000	Total £'000
01-Apr-18	(45,293)	(3,237)	(48,530)
Cash Flows			
Repayment	0	327	327
Non-Cash			0
Acquisition	0	491	491
31-Mar-19	**(45,293)**	**(2,419)**	**(47,712)**

Note 27: Members' Allowances

The authority paid the following amounts to members of the council during the year:

Payments made	2017/18 £'000	2018/19 £'000
Salaries	0	0
Allowances	166	164
Expenses	4	5
Total	**169**	**169**

Note 28: Executive Remuneration Bands and Exit Packages

The following table shows the number of staff whose total remuneration, excluding employer's pensions contribution but including gross salary, expense allowances, supplements, compensation for loss of office (i.e. redundancy) and benefits, exceed £50,000 in bands of £5,000:

No. of Staff 2017/18	Remuneration Range	No. of Staff 2018/19
5	£50,000 - £54,999	4
2	£55,000 - £59,999	4
1	£60,000 - £64,999	0
3	£65,000 - £69,999	5
0	£70,000 - £74,999	1
2	£75,000 - £79,999	0
0	£95,000 - £99,999	1
0	£100,000 - £104,999	1
1	£110,000 - £114,999	1
1	£115,000 - £119,999	0
15	**Total**	**17**

Senior Officer Remuneration

Detailed remuneration information for senior employees is set out below.

2018/19	Chief Executive £'000	Chief Finance Officer £'000	Chief Legal Officer £'000	Chief Operating Officer £'000
Salary	102	68	69	92
Expenses Allowances	4	0	0	4
Other Benefits	8	0	0	7
Total remuneration excluding Pension contributions	**114**	**68**	**69**	**103**
Pension Contributions	16	11	11	14
Total remuneration including pension contributions 2018/19	**129**	**79**	**80**	**118**

2017/18	Chief Executive £'000	Chief Finance Officer £'000	Previous Chief Legal Officer* £'000	Current Chief Legal Officer* £'000	Chief Operating Officer** £'000
Salary	100	69	42	10	23
Expenses Allowances	4	2	4	1	0
Other Benefits	8	5	4	0	0
Total remuneration excluding Pension contributions	**112**	**76**	**50**	**11**	**23**
Pension Contributions	15	11	7	2	4
Total remuneration including pension contributions 2017/18	**127**	**87**	**57**	**13**	**27**

* The previous Chief Legal Officer left the Council in November 2017. The new Chief Legal Officer started in February 2018.
** The Chief Operating Officer post was created in January 2018.

Exit Packages

In 2018/19 the Council paid two exit packages with a total cost of £56,341. There were four exit packages paid in 2017/18 totalling £99,814.

No. of Staff 2017/18	Exit Packages	No. of Staff 2018/19
2	£0 - £19,999	1
2	£20,000 - £49,999	1
4	**Total**	**2**

Note 29: Audit Costs

In 2018/19 Epsom and Ewell Borough Council incurred the following fees relating to external audit and inspection:

2017/18 £'000		2018/19 £'000
45	Fees payable to the external auditors with regard to external audit	37
10	Fees payable to the external audit for the certification of grant claims and returns	9
55	**Total**	**46**

Note 30: Capital Financing Requirement

2017/18 £'000		2018/19 £'000
18,973	**Opening Capital Financing Requirement**	**87,517**
	Capital investment:	
725	Property, Plant and Equipment	425
5,148	Investment Properties	0
60,293	Investment in Subsidiary	0
398	Assets under Construction	676
264	Community Assets	152
0	Intangible Assets	95
3,634	Assets Acquired under Finance Leases	491
424	Revenue Expenditure Funded from Capital under Statute	684
	Sources of finance:	
(344)	Capital receipts	(149)
(679)	Government grants and other contributions	(1,124)
	Sums set aside from revenue:	
(626)	Direct revenue contributions	(759)
(693)	Minimum Revenue Provision	(1,200)
87,517	**Closing Capital Financing Requirement**	**86,808**
68,544	**Increase/(decrease) in Capital Financing Requirement**	**(709)**

Note 31: Finance and Operating Leases

Finance Leases in (Council as Lessee):

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

2017/18 £'000		2018/19 £'000
3,684	Vehicles, Plant, and Equipment	3,755

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

2017/18 £'000		2018/19 £'000
310	Finance lease liabilities: Current	355
2,927	Finance lease liabilities: non-Current	3,046
692	Finance costs payable in future years – Interest	1,058
3,929	**Minimum lease payments**	**4,459**

Minimum Lease Payments	Finance Lease Liabilities		Minimum Lease Payments	Finance Lease Liabilities
2017/18 £'000	2017/18 £'000		2018/19 £'000	2018/19 £'000
445	310	Not later than one year	588	355
1,725	1,323	Later than one year and not later than five years	2,254	1,600
1,759	1,604	Later than five years	1,617	1,446

Lease payments are apportioned between:

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

- Minimum lease payments include both finance charge (interest) and lease liability (principal).

Operating Leases in (Council as Lessee)

The Council has no material operating leases in.

Operating Leases out (Council as Lessor)

In 2018/19 the Council received £2.739m (note 16) in rental income from its investment properties (£2.679m in 2017/18), all of which was generated from operating leases.

With regard to the Council's activity as a lessor, the gross value of land and buildings assets held for use in operating leases was £48.7m in 2018/19 (£46.4m in 2017/18).

The future lease payments receivable in future years are:

Lease Income at 31 March 2018 £'000		Lease Income at 31 March 2019 £'000
2,832	Not later than one year	2,834
8,385	Later than one year and not later than five years	8,244
85,071	Later than five years	81,701
96,288	**Total**	**92,779**

£28.8 million of the income is from leases granted on Longmead and Nonsuch industrial estates.

The Council leases parts of the Town Hall to Surrey County Council (SCC) and Surrey Police. The lease with SCC is on a rolling basis and earns annual rental of £96,000 per annum. The lease with Surrey Police is for ten years commencing January 2012 with an annual value of £47,000. Income from both leases are included within the cost of services and part of the lease income table above.

Note 32: Pension Costs

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers and other employees, the authority offers retirement benefits. Although these benefits will not actually be payable until employees retire, the authority has a commitment to make the payments that need to be disclosed at the time that employees earn their future entitlement.

The authority participates in the Local Government Pension Scheme for civilian employees, administered by Surrey County Council – this is a funded scheme, meaning that the authority and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets. The scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of Surrey County Council. Policy is determined in accordance with the Pensions Fund Regulations.

Transactions Relating to Retirement Benefits

EEBC recognises the cost of retirement benefits in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge required against council tax is based on the cash payable in the year, so the real cost of retirement benefits is reversed out in the Movement in Reserve Statement. The following transactions have been made in the Comprehensive Income and Expenditure Account and Statement of Movement in Reserves Statement during the year:

2017/18 £'000		2018/19 £'000
	Comprehensive Income and Expenditure Statement	
112	Adjustment to opening liability	0
	Net Cost of Services:	
3,089	Current service cost	3,162
18	Past service gain/cost	348
	Financing and Investment Income and Expenditure:	
847	Net Interest Expense	901
4,066	**Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services**	**4,411**
	Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement	
	Remeasurements	
0	Changes in demographic assumptions	0
(1,703)	Changes in financial assumptions	5,518
(40)	Other experience	0
518	Return on assets excluding amounts included in net interest	(2,240)
(1,225)	**Total Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement**	**3,278**
	Movement in Reserves Statement	
(4,066)	Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post-employment benefits in accordance with the Code	(4,411)
2,099	Employers' contributions payable to scheme	2,190

Assets and Liabilities in Relation to Post-employment Benefits

The liabilities shown below are the underlying commitments that the authority has to pay in retirement benefits over the long-term. The total increase in liability of £5.497m impacts the net assets of the authority as recorded in the balance sheet, resulting in an overall pension liability of £39.53m. The pension liability is 45% of the balance sheet net value in 2018/19 compared to 40% in 2017/18.

The deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees, as assessed by the scheme actuary.

The underlying assets and liabilities for retirement benefits attributable to the authority at 31 March 2019 are as follows:

2017/18 £'000		2018/19 £'000
(100,284)	**1 April 2018**	(101,242)
(4)	Adjustment to opening balance	0
(3,089)	Current service cost*	(3,162)
(18)	Past service cost	(348)
(2,508)	Interest cost	(2,637)
(506)	Contribution from scheme participants	(558)
99	Unfunded benefits paid	96
3,325	Benefits paid	3,442
	Remeasurement gains/(losses):	
0	- actuarial gains/losses arising from changes in demographic assumptions	0
1,703	- actuarial gains/losses arising from changes in financial assumptions	(5,518)
40	- Other experience	0
(101,242)	**Estimated scheme liabilities at 31 March 2019**	**(109,928)**
66,991	**1 April 2018**	**67,207**
(108)	Adjustment to opening balance	0
1,661	Interest income	1,736
	Remeasurement gain/(loss):	
(518)	- return on plan assets, excluding the amount in net interest expense	2,240
2,099	Contributions from employer	2,192
506	Contributions from employees into the scheme	558
(3,424)	Benefits paid	(3,538)
67,207	**Estimated scheme assets at 31 March 2019**	**70,394**
(34,035)	**Net asset / (liability) 31 March 2019**	**(39,534)**

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

Nationally there are currently two court cases ongoing that have been incorporated into the scheme liabilities as follows:

1. Pensions Transition Arrangements Age Discrimination – McCloud Judgment

In 2014 and 2015 the Government introduced reforms to public sector pensions, with most public sector workers moving into new pension schemes.

In December 2018, the Court of Appeal ruled that the 'transitional protection' offered to some members of the judiciary and fire fighters' schemes as part of the reforms amounted to unlawful discrimination. This ruling was upheld at the Supreme Court in June 2019. As the Local Government Pension Scheme was restructured in 2014, with protections for those members who were active in the Scheme at 2012 and over the age of 55, the judgement is likely to extend to the scheme. On the presumption that the financial impact of any remedy will fall on the Council, the Council's actuaries have estimated that the ruling will result in an increase in scheme liabilities of £182,000, which has been incorporated into the Past Service Cost in the table above.

2. Guaranteed Minimum Pension

Guaranteed Minimum Pension (GMP) requirements relate to situations where a pension scheme was 'contracted out' of additional state pension arrangements such as SERPs or S2P. If the contracted out pensions benefits are less than the pensioner would have received if the contracting out had not applied the pension scheme would be required to increase the pension paid to reach the GMP.

The UK government website states that: "Defined benefit pensions schemes that were Contracted-out Salary Related (COSR) schemes before contracting-out ended on 6 April 2016 need to provide a Guaranteed Minimum Pension (GMP) to members for contracted-out service between 6 April 1978 and 5 April 1997. The GMP is payable at age 60 for a woman and at age 65 for a man."

The Council's actuary has estimated that the case will result in an increase in scheme liabilities of £166,000, which has been incorporated into the Past Service Cost in the table above.

Actual Return on Scheme Assets as per Actuaries

2017/18 £'000		2018/19 £'000
1,143	Actual return as per actuaries	3,976

The return on the fund in market value terms for the period to 31 March 2019 is estimated based on actual funds return as provided by the administering authority and index returns where necessary.

Scheme History

	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Present value of liabilities:						
Local Government Pension Scheme	(81,002)	(89,702)	(86,619)	(100,284)	(101,242)	(109,928)
Fair Value of Assets:						
Local Government Pension Scheme	52,914	58,618	58,560	66,991	67,207	70,394
Total	**(28,088)**	**(31,084)**	**(28,059)**	**(33,293)**	**(34,035)**	**(39,534)**

Statutory arrangements for funding the deficit mean that the financial position of the Authority remains healthy.

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

The Council expects to make employer's contributions totalling an estimated £2,074,000 into the Local Government Pension Scheme in the year to 31 March 2020.

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 dependant on assumptions about mortality rates, salary levels, etc. The Surrey County Council Fund liabilities have been assessed by Hyman Robertson, an independent firm of actuaries. The main assumptions used in their calculations are:

2017/18		2018/19
	Longevity at 65 for current pensioners:	
22.5	Men	22.5
24.6	Women	24.6
	Longevity at 65 for future pensioners:	
24.1	Men	24.1
26.4	Women	26.4
2.4%	Rate of increase in pensions	2.5%
2.7%	Rate of increase in salaries	2.8%
2.6%	Rate for discounting scheme liabilities	2.4%
25.0%	Take-up of option to convert annual pension into retirement lump sum	25.0%

IAS19 requires the disclosure of the sensitivity of the results to the methods and assumptions used.

The sensitivities in relation to the principal financial assumptions which have been used to measure the scheme liabilities are:-

- 0.5% decrease in Real Discount Rate would result in an approximate increase in the defined benefit liability of £9.994m (9%)
- 0.5% increase in the Salary Increase Rate would result in an approximate increase in the defined benefit liability of £1.139m (1%)
- 0.5% increase in the Pension Increase Rate would result in an approximate increase in the defined benefit liability of £8.713m (8%)

The principal demographic assumption is the longevity assumption (i.e. member life expectancy). It is estimated that a one year increase in life expectancy would approximately increase the Employer's defined benefit obligation by around 3-5%. In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

The above figures have been based on the membership profile as at the date of the most recent actuarial valuation.

The weighted average duration of the defined benefit obligation for scheme members is 15.8 years.

Assets in the Surrey Pension Fund are valued at fair value, principally market value for investments. The Fund's assets consist of the following categories, by proportion of the total assets held by the Fund:

Percentage of Fund Assets 2017/18		Percentage of Fund Assets 201819
68%	Equity Investments	73%
14%	Bonds	17%
6%	Property	7%
12%	Cash	3%
100%	**Total**	**100%**

Movement in net pension liability:

2017/18 £'000		2018/19 £'000
(33,293)	**Opening Balance**	**(34,035)**
(112)	Adjustment to opening liability	0
(3,089)	Current Service Costs	(3,162)
(18)	Past Service gains/(Costs)	(348)
(847)	Net Interest Expense	(901)
2,099	Employer Contributions	2,192
1,225	Remeasurements	(3,278)
(34,035)	**Closing Balance**	**(39,534)**

Note 33: Contingent Liabilities & Assets

Contingent Liability

Municipal Mutual Insurance

The Council has been notified by the Scheme Administrator for Municipal Mutual Insurance Ltd that the amount subject to levy is £83,615 which may be claimed by Municipal Mutual Insurance Ltd in relation to future liabilities as at 31 March 2019. The Council's earmarked Insurance Reserve includes an amount to cover any future claims.

Contingent Asset – Rent Reviews

The Council is carrying out a number of rent reviews at a number of industrial estates within the Borough which could possibly lead to higher back-dated rental income. Due to the uncertainty and commercial sensitivity around the negotiations, it is not possible to provide an accurate estimate of the contingent asset.

Note 34: Related Parties

The Council is required to disclose material transactions with related parties, bodies or individuals that have the potential to influence the Council or be influenced by the Council.

UK Central Government has effective control over general operations of the Authority – it is responsible for providing the statutory framework, within which the Authority operates. UK Central Government provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the authority has with other parties (e.g. council tax bills and housing benefits). These transactions are listed in the core statements and supporting notes.

Members of the Council have direct control over the Council's financials and operating policies. The net cost to Epsom and Ewell Borough Council of related party transactions was £194,000 in 2018/19 (£143,000 in 2017/18). The grants were made with proper consideration of declarations of interests that are all recorded by the Council and open to public inspection.

Organisation	2017/18 £'000	2018/19 £'000
Age concern	16	18
Citizen Advice Bureau	127	127
Epsom Common Association	0	1
Unison	0	7
Reed Employment	0	17
Epsom Symphony Orchestra	0	11
The Jockey Club (TGMB)	0	3
Local Government Association	0	9
Total	**143**	**194**

<u>Epsom & Ewell Property Investment Company Limited</u>

The Council owns a subsidiary company, Epsom and Ewell Property Investment Company Limited (EEPIC). As at 31 March 2019, four Council officers served as Directors of EEPIC – the Chief Executive, Chief Finance Officer, Head of Property and Regeneration, and Head of Housing & Environmental Services.

Under EEPIC's Business Plan, approved at Council on 19 September 2017, the Council provides loans and equity to EEPIC, for it to invest in commercial property and generate a return.

During 2018/19, the Council entered into the following related party transactions with EEPIC:

Transaction Description	2017/18 £'000	2018/19 £'000
Payments made by EEBC to EEPIC		
Equity investments in EEPIC	24,117	0
Loans to EEPIC	36,176	0
Subtotal	**60,293**	**0**
Amounts received by EEBC from EEPIC		
Interest receivable from EEPIC	(764)	(1,809)
Support services rechargeable to EEPIC	(140)	(131)
Insurance recharges	(20)	0
Dividend from EEPIC	(424)	(1,045)
Subtotal	**(1,349)**	**(2,985)**

The combined financial position of the Council and EEPIC is shown in the group accounts.

Note 35: Collection Fund Income and Expenditure Account

This account reflects the statutory requirements for the Epsom and Ewell Borough Council, as the billing Authority, to maintain a separate Collection Fund. The Fund shows the transactions in relation to the Council Tax and Non-Domestic Rates, and sets out the way in which these have been distributed between the General Fund, Surrey County Council and Surrey Police Authority (the preceptors). Council Tax is the means of raising income from local residents to pay for council services. Under the new Business Rate Retention Pilot Scheme local authorities retain 30% of income collected on local Business Rates. The remaining 70% is passed over to the County, who pool Business Rates for those in the pilot scheme and pay over an amount to Central Government. County then return a share of the gain to the local authorities involved in this scheme. This account sets out the income and the shares between the preceptors.

2017/18				2018/19		
Business Rates £'000	Council Tax £'000	Total £'000		Business Rates £'000	Council Tax £'000	Total £'000
			INCOME:			
0	(57,439)	(57,439)	Council Tax Receivable		(60,658)	(60,658)
(24,083)	0	(24,083)	Business Rates Receivable	(24,590)	0	(24,590)
(97)	0	(97)	Transitional Protection Payments receivable	(407)	0	(407)
(24,180)	**(57,439)**	**(81,619)**	**Total Income**	**(24,997)**	**(60,658)**	**(85,655)**
			EXPENDITURE:			
			Apportionment of Prior Year Surplus/(Deficit)			
(171)	0	(171)	Central Government	(225)	0	(225)
(137)	100	(37)	Epsom & Ewell Borough Council	(180)	141	(39)
(34)	697	663	Surrey County Council	(45)	1,004	959
0	122	122	Surrey Police Authority		169	169
			Precepts, Demands and Shares			
12,338	0	12,338	Central Government	0	0	0
9,870	6,045	15,915	Epsom & Ewell Borough Council	7,477	6,290	13,767
2,468	43,041	45,509	Surrey County Council	17,446	46,090	63,536
0	7,259	7,259	Surrey Police Authority	0	7,726	7,726
			Charges to Collection Fund			
144	157	301	Increase / (Decrease) in Bad Debt Provision	33	202	235
3,575	0	3,575	Increase / (Decrease) in Provision for Appeals	(4,682)	0	(4,682)
83	0	83	Cost of Collection	85	0	85
28,136	**57,421**	**85,557**	**Total Expenditure**	**19,909**	**61,622**	**81,531**
3,956	**(18)**	**3,938**	**(Surplus) / Deficit arising during the year**	**(5,088)**	**964**	**(4,124)**
1,032	**(1,239)**	**(207)**	**(Surplus) / Deficit b/fwd 1 April**	**4,988**	**(1,258)**	**3,730**
4,988	**(1,258)**	**3,730**	**(Surplus) / Deficit c/fwd 31 March**	**(100)**	**(294)**	**(395)**
			Apportionment to Preceptors/EEBC			
2,494	0	2,494	Central Government	2,268	0	2,268
1,995	(135)	1,860	Epsom & Ewell Borough Council	424	(31)	393
499	(961)	(462)	Surrey County Council	(2,793)	(225)	(3,018)
0	(162)	(162)	Surrey Police Authority	0	(38)	(38)
4,988	**(1,258)**	**3,730**		**(100)**	**(294)**	**(395)**

Notes to the Collection Fund Income and Expenditure Account

The Council's tax base, that is the number of chargeable dwellings in each valuation band (adjusted for dwellings where discounts apply) converted to an equivalent number of band D dwellings, was calculated as follows:

	Band	Total Properties For Band	Proportion To Band D	Relevant Amount for
	A	92.05	6/9th	61.36
	B	731.12	7/9th	568.65
	C	4,047.70	8/9th	3,597.95
	D	7,642.17	9/9th	7,642.17
	E	6,942.42	11/9th	8,485.18
	F	4,329.55	13/9th	6,253.79
	G	3,823.37	15/9th	6,372.28
	H	129.19	18/9th	258.38
Aggregate of Relevant Amounts				33,239.76
Estimated Collection Rate				98.25%
Council Tax Base				32,658.06

The Council achieved a council tax collection rate of 99% in 2018/19 (99% in 2017/18).

Non-Domestic Rates Statistics

2017/18 £'000		2018/19 £'000
64,919	Total Non-Domestic Rateable Value at year end	64,637
47.9	National Non-Domestic Rate Multiplier (Standard)	49.3

Precepting Bodies

Epsom & Ewell Borough Council, as a billing authority, collects Council Tax and passes on the payments to the preceptors.

2017/18 £'000		2018/19 £'000
43,041	Surrey County Council	46,090
7,259	Surrey Police	7,726
6,045	Epsom and Ewell Borough Council	6,290
53,480	**Total Precepts on Collection Fund**	**60,106**

Distribution of Council Tax Surplus

2017/18 £000		2018/19 £000
697	Surrey County Council	1,004
122	Surrey Police Authority	169
100	Epsom & Ewell Borough Council	141
919	**Balance at Year End**	**1,314**

Council Tax Provision for Bad Debts

2017/18 £000		2018/19 £000
441	Opening Balance	486
45	Increase/(Decrease) in Bad Debt Provision	102
486	**Balance at Year End**	**588**

Group Accounts

In September 2017, the Council established a 100%-owned subsidiary company, Epsom & Ewell Property Investment Company Limited (EEPIC), principally to invest in high quality, out-of-Borough, commercial property. The company aims to achieve rental yields from commercial property, delivering a long term income stream to the Council. This income stream will assist the Council in becoming more financially self-sufficient (independent from government grants) and sustaining high-quality services to local residents and businesses.

EEPIC is based in the Council's Town Hall offices in Epsom. Its board of directors are also officers of the Council. Other than EEPIC, the Council has no other subsidiary.

The Code of Practice requires a local authority to prepare group accounts if it has a control over one or more other legal entities. The aim of the group accounts is to give an overall picture of the extended services and economic activity within the local authority's control.

The assets, liabilities, reserves and income and expenditure figures for EEPIC have been consolidated into group accounts on the following pages.

The Council is required to prepare the core statements to the group accounts together with the relevant notes where they are materially different to the reporting in its own accounts. The following statements have been prepared:

Group Comprehensive Income and Expenditure Statement
Group Movement in Reserves statement.
Group Balance Sheet
Group Cash Flow Statement

Disclosure Notes
Group Creditors
Group Debtors
Group Investment Properties
Group Related Parties

Audited accounts of Epsom & Ewell Property Investment Company Ltd will be filed with Companies House and available on request from:

Lee Duffy (Chief Finance Officer)
Epsom & Ewell Borough Council
Town Hall
The Parade
KT18 5BY

Group Comprehensive Income & Expenditure Statement

2017/18 Group CIES				2018/19 Group CIES		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000	Committee	£'000	£'000	£'000
10,782	(7,548)	3,235	Environment & Safe Communities	11,333	(7,877)	3,456
14,384	(4,959)	9,425	Community and Wellbeing	12,355	(5,342)	7,013
26,466	(22,973)	3,493	Strategy and Resources	25,082	(21,731)	3,351
51,632	**(35,480)**	**16,153**	**Cost of Services**	**48,770**	**(34,949)**	**13,821**
24	0	24	Other Operating Expenditure (Note 11)	178	(210)	(32)
2,382	(5,092)	(2,710)	Financing and investment Income and Expenditure (Note 12)	5,830	(8,850)	(3,020)
0	(10,954)	(10,954)	Taxation and non-specific grant income and expenditure (Note 13)	0	(11,996)	(11,996)
54,038	**(51,525)**	**2,513**	**(Surplus) or Deficit on Provision of Services**	**54,778**	**(56,005)**	**(1,226)**
		(717)	(Surplus)/Deficit on revaluation of property, plant, equipment assets (Note 23)			(2,352)
		(1,225)	Remeasurement of net defined benefit liabilty/(asset) (Note 32)			3,278
		(1,942)	**Other Comprehensive (Income) and Expenditure**			**926**
		571	**Total Comprehensive (Income) and Expenditure**			**(300)**

Group Movement in Reserves Statement

Group Movement in Reserves Statement	EEBC Usable Reserves	EEBC Unusable Reserves	EEPIC Retained Earnings	EEPIC Revaluation Reserve	Total Group Reserves
2018/19	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**
Balance at 01 April 2018	**(26,123)**	**(59,928)**	**0**	**0**	**(86,052)**
Movement in Reserves During 2018/19					
Total Comprehensive Income, Expenditure and Dividends	(3,161)	926	(203)	2,138	(300)
Adjustments between accounting basis and funding under regulations (Note 9)	302	(302)	0	0	0
Increase or Decrease in 2018/19	(2,859)	624	(203)	2,138	(300)
Balance at 31 March 2019 carried forward	**(28,982)**	**(59,304)**	**(203)**	**2,138**	**(86,351)**
2017/18					
Balance at 01 April 2017	**(21,415)**	**(65,208)**	**0**	**0**	**(86,623)**
Movement in Reserves During 2017/18					
Total Comprehensive Income, Expenditure and Dividends	2,513	(1,942)	0	0	571
Adjustments between accounting basis and funding under regulations (Note 9)	(7,221)	7,221	0	0	0
Increase or Decrease in 2017/18	(4,708)	5,279	0	0	571
Balance at 31 March 2018 carried forward	**(26,123)**	**(59,928)**	**0**	**0**	**(86,052)**

Group Balance Sheet

2017/18 Group £'000		2018/19 Group £'000
	Long-term Assets	
75,090	Property, Plant and Equipment	75,371
106,979	Investment Properties	107,183
722	Heritage Assets	722
141	Intangible Assets	307
0	Surplus Assets	65
0	Long Term Investments	0
0	Long Term Debtors	0
182,932	**Total Long-term Assets**	**183,648**
	Current Assets	
20	Inventories	80
156	Assets Held for Sale	0
5,758	Short-term Debtors	7,004
0	Short-term Investments	3,000
14,456	Cash and Cash Equivalents	12,415
20,390	**Total Current Assets**	**22,499**
	Current Liabilities	
(10,509)	Short-term Creditors	(9,712)
(310)	Lease Liability - Within One year	(355)
(10,820)	**Total Current liabilities**	**(10,067)**
	Long-term Liabilities	
(64,427)	Long Term Borrowing	(64,427)
(34,035)	Defined Benefit Pension Liability	(39,534)
(2,753)	Capital Grants Receipts in Advance	(2,370)
(2,309)	Long-term Provisions	(352)
(2,927)	Deferred Liabilities	(3,046)
(106,451)	**Total Long-term Liabilities**	**(109,729)**
86,052	**NET ASSETS**	**86,351**
	Total Reserves	
(26,123)	Usable Reserves	(29,185)
(59,928)	Unusable Reserves	(57,166)
(86,052)	**TOTAL RESERVES**	**(86,351)**

Group Cash Flow Statement

2017/18 Group £'000		2018/19 Group £'000
2,513	**Net (Surplus) or Deficit on the Provision of Services**	(1,226)
(8,994)	Adjustment for Net (Surplus) or Deficit on the Provision of Services for non-cash movements	(2,158)
1,239	Adjustments for Items Included in the Net Surplus or Deficit on the Provision of Services that are Investing and Financing Activities	1,310
(5,241)	**Net cash flows from Operating Activities**	**(2,075)**
52,665	Net cash outflow / (inflow) from Investing Activities	3,086
(44,627)	Net cash outflow / (inflow) from Financing Activities	1,028
2,796	**Net (Increase) / Decrease in Cash and cash Equivalents at the End of the reporting period**	**2,040**
17,251	Cash and Cash Equivalents at the Beginning of the Period	**14,455**
(2,796)	Net Increase/(decrease) in Cash and Cash Equivalents	**(2,040)**
14,455	Cash and Cash Equivalents at the End of the Reporting Period	**12,415**

Accounting Policies

The group income and expenditure account, group balance sheet, group movement in reserves statement and group cash flow statement have been prepared by consolidating the accounts of the Council and its subsidiary on a line by line basis. The accounts of the subsidiary have been prepared in accordance with UK Accounting Standards, FRS 102 and applicable law, using similar accounting policies and practices to those of the Council. However some accounting policies and practices do differ in some respects from the Council's due to legislative requirements. Where there are differences the impact of applying a consistent policy would not lead to a material change in the group accounts.

Group Creditors - Current

2017/18 Group Creditors £'000		2018/19 Group Creditors £'000
(303)	Central Government Bodies	(629)
(1,498)	Other Local Authorities	(3,392)
(727)	Council Tax	(780)
(68)	Non Domestic Rate	(45)
(7,913)	Other Entities and individuals	(4,866)
(10,509)	**Total**	**(9,712)**

Group Debtors - Current

2017/18 Group Debtors £'000		2018/19 Group Debtors £'000
1,289	Central government bodies	4,826
623	Council Tax Payers	514
133	Non Domestic Rate Payers	143
3,713	Other Entities and individuals	1,520
5,758	**Total Debtors**	**7,004**

Group Investment Properties

The following items of income and expenditure relating to investment properties have been accounted for in the Financing and Investment Income and Expenditure line in the Group CIES:

2017/18 Group £'000		2018/19 Group £'000
(4,146)	Rental Income from Investment Property	(6,332)
155	Other Net Expenditure Arising from Investment Property	646
(3,991)	**Net (Income)/Expenditure**	**(5,686)**

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

Fair Value Hierarchy

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

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

Investment Properties are measured in the year of purchase at cost including transaction costs, which is taken as the best estimate of fair value, unless there are indications to the contrary. In subsequent years, investment properties are revalued annually and held at fair value at the balance sheet date. Any increase or decrease in fair value is taken to profit or loss for the year.

The fair value measurement of investment property uses a market approach, which takes into account quoted prices for similar assets in active markets, existing lease terms and rentals, research into market evidence including market rentals and yields, the covenant strength for existing tenants, and data and market knowledge gained in managing the portfolio. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised as level 2 on the fair value hierarchy. There has been no change in the valuation techniques used during the year for investment properties.

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

Valuation Process for Investment Properties

The Group's investment property has been valued as at 31 March 2019 by the Huggins, Edwards & Sharp in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The following table summarises the movement in the fair value of investment properties over the year.

2017/18 Group £'000		2018/19 Group £'000
41,437	**Balance at the Start of the Year**	**106,979**
65,086	Purchases	0
(155)	Disposals	0
617	Net gains/(losses) from Fair Value Adjustments	215
(6)	Transfers to Assets Held For Sale/Other adjustments	(11)
106,979	**Balance at the Year End**	**107,183**

Group Related Parties

During 2018/19, the Council entered into the following related party transactions with EEPIC:

Transaction Description	2017/18 £'000	2018/19 £'000
Payments made by EEBC to EEPIC		
Equity investments in EEPIC	24,117	0
Loans to EEPIC	36,176	0
Subtotal	**60,293**	**0**
Amounts received by EEBC from EEPIC		
Interest receivable from EEPIC	(764)	(1,809)
Support services rechargeable to EEPIC	(140)	(131)
Insurance recharges	(20)	0
Dividend from EEPIC	(424)	(1,045)
Subtotal	**(1,349)**	**(2,985)**

The Council holds long-term loans of £36.2m and equity investments of £24.1m in EEPIC, which are recognised and measured at cost in the Council's balance sheet. The loans are repayable at maturity in 2067. Interest is payable annually at a fixed 5% rate. If EEPIC breached financial covenants included in the loan agreements, the loan could become repayable to the Council before 2067.

EEPIC made a full-year profit before tax (excluding property revaluations) of £1.53m in 2018/19, paying a dividend of £1.045m to the Council. EEPIC's underlying property valuations have increased by £1.3m since acquisition, however, EEPIC's statutory final accounts show a downward revaluation of £2.1m, because previously capitalised stamp duty and other acquisition costs totalling £3.4m have been written off from the balance sheet. EEPIC's statutory final accounts therefore show a loss after tax of £0.890m for the 2018/19 year.

At 31 March 2019, four Council officers served as Directors of EEPIC – the Chief Executive, Chief Finance Officer, Head of Property and Regeneration, and Head of Housing & Environmental Services.

Statement of Responsibilities

Council's Responsibilities

1. The Borough Council is required to:
   - Make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this authority that officer is the Chief Finance Officer.
   - Manage its affairs in order to secure the economic, efficient and effective use of resources and to safeguard its assets;
   - Approve and publish the Statement of Accounts by 31 July 2019.

Chief Finance Officer's (S151) Responsibilities

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

   In preparing this statement of accounts, the Chief Finance Officer has:
   - Selected suitable accounting policies and then applied them consistently;
   - Made reasonable and prudent judgements and estimates;
   - Complied with the Code of Practice.

   The Chief Finance Officer has also:
   - Kept proper and up to date accounting records;
   - Taken reasonable steps for the prevention and detection of fraud and other irregularities.

Annual Governance Statement 2018/19

1.0 Introduction

1.1 This is the Council's Annual Governance Statement for 2018/19. It provides an opinion on the Council's governance arrangements, a review of the effectiveness of the governance statement, an update on the actions agreed in last year's statement and issues identified in 2018/19.

1.2 The Council adopted a code of corporate governance which reflects the principles and is consistent with the CIPFA/SOLACE Framework, "Delivering *Good Governance in Local Government"* 2016. This framework requires that local authorities are responsible for ensuring that;

- Their business is conducted in accordance with all relevant laws and regulations.
- Public money is safeguarded and properly accounted for.
- Resources are used economically, efficiently and effectively to achieve priorities which benefit the local authority.

1.3 All Councils are required to produce an Annual Governance Statement (AGS) and review their governance arrangements at least once a year.

2 Corporate Governance

2.1 Corporate governance is the process by which the Council directs, controls and is held to account. The Council's governance framework aims to ensure that in conducting its business it:

- Operates in a lawful, open, inclusive and transparent manner;
- Makes sure that public money is safeguarded, properly accounted for and used economically, efficiently and effectively
- Has effective arrangements for the management of risk and;
- Secures continuous improvements in its governance

2.2 The Council approved its Code of Corporate Governance in April 2017 which is based on the seven new principles within the Chartered Institute of Public Finance (CIPFA)/ Society for Local Authority Chief Executives (SOLACE) Framework 2016. The Code summarises the Council's internal arrangements; each section looks at how the Council accounts for the principles. The Council acknowledges that it is responsible for ensuring that there is a sound system of governance and internal control compliant with its adopted principles within the local code. A high level summary is included in this document.

3 Compliance with the Principles

3.1 PRINCIPLE A- Behaving with Integrity, demonstrating strong ethical values and respecting the law

This is achieved by:

3.2 The Council's Constitution lays out compliance with legislation and includes;

- Codes of conduct which define our standards and behaviour and deals with Conflicts of interest
- Whistleblowing procedures
- Financial Regulations and Contract Standing Orders
- Anti-Fraud and Corruption Strategy and the Anti-Bribery Policy
- Rules relating to Members external interests
- Rules relating to Gifts and Hospitality
- Codes of Conduct for Members and Officers
- Scheme of Delegation to officers
- Information Security Policy
- Information Governance Policy
- Money Laundering Policy

3.3 The Monitoring Officer has specific responsibility for ensuring legality and investigating issues to ensure compliance with laws and regulations.

3.4 PRINCIPLE B - Ensuring openness and comprehensive stakeholder engagement.

This is achieved by:

3.5 Documenting a commitment to openness and acting in the public interest.

3.6 Establishing clear channels of communication with different sectors of the community and other stakeholders, ensuring accountability and encouraging open consultation.

3.7 Ensuring an effective scrutiny function is in place.

3.8 PRINCIPLE C - Defining outcomes in terms of sustainable economic, social and environmental benefits.

This is achieved by:

3.9 Developing and communicating a vision which specifies intended outcomes for citizens and service users and is used as a basis for planning

3.11 PRINCIPLE D - Determining the interventions necessary to optimise the achievement of the intended outcomes.

This is achieved by:

3.12 Translating the vision into courses of action for the Council, its partnerships and collaborations

3.13 Reviewing the effectiveness of the decision making framework, including delegation arrangements, decision making in partnerships, information provided to decision makers and robust data quality.

3.14 Measuring the performance of services and related projects and ensuring that they are delivered in accordance with defined outcomes and that they meet the agreed use of resources and value for money.

3.15 PRINCIPLE E- Developing the Council's capacity, including the capability of its leadership and the individuals within it.

This achieved by

3.16 Defining and documenting the roles and responsibilities of members and management with clear protocols for effective communication in respect of the Council and partnership arrangements.

3.17 Ensuring effective arrangements are in place for the discharge of the Head of Paid Service.

3.18 Providing induction and identifying the development needs of members and senior management.

3.19 PRINCIPLE F - Managing risks and performance through robust internal control and strong public financial management.

This is achieved by:

3.20 Reviewing the effectiveness of the framework for identifying and managing risks and for performance and then demonstrating clear accountability.

3.21 Ensuring effective counter fraud and anti-corruption arrangements are developed and maintained in accordance with the Code of Practice on managing the risk of fraud and corruption (CIPFA 2015).

3.22 Independent review of the internal controls by Internal Audit when carrying out assessments of key activity areas.

3.23 PRINCIPLE G - Implementing good practices in transparency, reporting, and audit, to deliver effective accountability.

This achieved by:

3.24 Ensuring that assurance arrangements conform to the governance requirements of the CIPFA statement on the Role of the Head of Internal Audit (2010) and where they do not, explain why and how they deliver the same impact.

3.25 Undertaking the core functions of an audit committee, as defined in audit Committee, Practical Guidance for Local Authorities and Police (CIPFA 2013)

3.26 Ensuring that the Council provides timely support and information and responses to external auditors and properly considers audit findings and recommendations.

4. How do we know that our arrangements are working?

4.1 The Code of Corporate Governance requires assurance upon:

- Delivery of the Council's Corporate Plan and the Key Priorities
- Services delivered economically, efficiently and effectively
- Management of risk
- Financial planning and performances
- Effectiveness of internal controls
- Community engagement and public accountability
- Project management and project delivery
- Governance of shared services and alternative services delivery modules
- Procurement processes
- Roles and responsibilities of members and officers
- Standards of conduct and behaviour
- Training and development of members and officers
- Compliance with laws and regulations, internal policies and procedures
- Records keeping

4.2 Sources of Assurance

- Constitution and scheme of delegation
- Council Meetings and Full Council
- Corporate Plan and Service delivery plans
- Performance Management Framework
- Risk Management Framework
- Project Management methodology
- Medium Term Financial Strategy and budget monitoring
- Customer Service Strategy and Complaints Policy
- HR Policies and procedures
- Whistleblowing policies
- Organizational Development Strategy
- Training for Members and Officers
- External Audit and Internal Audit
- Role of Head of Paid Service, Chief Finance Officer and Chief Legal Officer

4.13 Assurances Received and Review of Effectiveness

- All Heads of Service are required to complete a Divisional Assurance Statement.
- The Statutory Officers were consulted on the review process and their roles and responsibilities and consulted on the outcome.
- The Chief Executive and the Chair of Strategy and Resources sign the AGS
- Any frauds reported and complaints to the Ombudsman are reviewed.
- The Head of Internal Audit's Opinion for 2018/19 is taken into account, and comments made by external audit and other external reviews.
- Performance and performance indicators are reviewed.
- We have made progress in implementing the action plan from 2017/18.
- The Leadership Team is fully structured and assists with good governance in delivering key services and making corporate decisions and monitors performance.
- Key management roles are defined and are within the Leadership Team,
- The Council's finances are driven through the Medium Term Financial Strategy. The Council sets an annual budget which is regularly monitored and reviewed and the Council's financial systems and processes are regularly audited.
- A new Member Officer Protocol was introduced in 18/19 with training to all staff an Members

4.14 **Opportunities to improve**

This AGS builds upon previous AGS's. All the key governance mechanisms remain in place. This documents includes any changes to the key governance systems and an update of the significant governance arrangements in 2017/18

5 The Council and how it functions

5.1 The Council is a committee authority where polices and decisions are determined and scrutinized.

5.2 The Council has the following committees in place; Audit, Crime & Disorder and Scrutiny, Community & Wellbeing, Environment and Safe Communities. Strategy & Resources, Planning. And Standards.

5.3 The Council's Regulatory and Advisory Committees/Panels include; Licensing Hearing Panel, the Appointments Panel, Financial Policy Panel, Health Liaison Panel and the Human Resources Panel.

5.4 In addition the joint committees and outside bodies include; Epsom and Walton Downs Conservators, Epsom & Walton Downs Consultative Committee and the Nonsuch Park Joint Management Committee.

5.5 The Constitution sets out the roles and responsibilities and there is a terms of reference for each committee/body.

5.6 Meetings are open and all agenda papers, reports and decisions can be found on the Council's website and partnership risks are identified in committee reports. Details of all consultations and surveys are also available. The Council's budget and financial statements are available through the web site. The web site also highlights all completed and approaching public consultation.

5.7 The management structure is available on the Council's website. The Chief Executive is the Head of Paid Service. In 2018 the Council added the role of Chief Operating Officer. These posts meet regularly and also are part of the Leadership Team.

6 Significant operational events in 2018/19

6.1 The Leadership Team were restructured in 2018/19, reducing from 11 officers to 9.T his resulted in a number of functions changing their reporting structure. This has been in place since November and continues to be embedded. A number of functions were amalgamated; the most significant being ICT, Revenues & Benefits and Customer Services are now all within the newly formed service for Digital Service & Transformation. The Venues Team are now within Property & Regeneration and have been subject to a separate restructure.

6.2 The Council's ICT arrangements have been strengthened during 2018/19 with additional resources. In addition the new equipment from the previously shared Datacentre was returned which enhances overall resilience and stability with our infrastructure and will support an in house Datacentre

6.3 The Council's planning service has been streamlined to improve the service and support the delivery of the Local Plan although remains at risk of possible designation for the quality of decision making.

6.4 The Council introduced an updated financial module in 2018/19 which resulted in issues with recording value added tax and bank reconciliations. An interim solution was put in place for the 2018/19 accounts and officers are working with the supplier Civica to find a permanent solution.

7 Managing Risks

7.1 All Members and officers are responsible for ensuring that the risk implications are considered and included when making decisions and planning services. To deliver services and key priorities the Council must manage its risks and opportunities.

7.2 Significant risks are recorded in the Leadership Risk Register which is managed and monitored. The Leadership Team reviews this every 6 months. The risk register is used to formulate the internal audit plan. The service risks are identified from the Divisional Assurance Statements completed by the Heads of Services. The Risk Management Framework is reviewed annually.

7.3 The Council's IT systems are regularly audited and the Council has an IT Security & Acceptable Use Policy and IT Information Assurance Policy. Staff have received training on information governance and a number of workshops were held on maintaining information asset registers to improve how data is managed.

8 Managing Fraud

8.1 The Council's Whistleblowing Policy is part of the Constitution which is available on the Council's website. The Council also has an Anti-Fraud and Anti-Corruption Strategy which determines the culture of honesty and opposing fraud and corruption

9 Managing Resources

9.1 The Council continues to manage the effect of austerity measures through its Medium Term Financial Strategy and has introduced some new initiatives.

9.2 The Council is required to set a balanced budget on an annual basis. The budget sets out how much money will be spent on services, invested in projects and the level of Council tax for individual residents. The level of Council Tax also includes tax required by Surrey County Council and Surrey Police Commissioners Office although it has no control over the amount set by these bodies.

10 Responsibility of the Chief Financial Officer

10.1 The Chief Finance Officer is responsible for delivering and overseeing the financial management arrangements for the Council. He is part of the Council's Leadership Team and reports direct to the Chief Executive. These arrangements, both in design and in day to day practice, enable the financial aspects of material business decisions to be given due weight.

10.2 The Council maintains an effective system of financial control which is clearly set out within the Council's financial regulations and procedure rules. Control and oversight is facilitated by an effective internal audit function and underpinned by a strong culture of careful management of public money demonstrated by all managers. The effectiveness of the control environment can be evidenced through the Council's recent history of financial outturns and the timeliness and quality of the financial statements and other financial returns.

10.3 The Chief Finance Officer is the Council's S.151 Officer and in accordance with the statutory requirement has the relevant accountancy qualification and significant local government experience. In the opinion of the Chief Finance Officer, the Council's finance function is adequately resourced and contains a mix of staff with the appropriate levels of professional qualifications and experience.

10.4 The Chief Finance Officer is involved in the preparation of the Annual Governance Statement.

11 Managing Performance

11.1 The Council's performance management arrangements use a RAG system (red/amber green). Targets are set annually based on the Council's Corporate Plan. The relevant Heads of Service and Committee Chairmen are consulted on proposed targets. The Audit, Crime & Disorder and Scrutiny Committee receives and reviews all key priority targets, although accountability rests with the relevant Head of Service. For 2018/19; 77% of key priority targets were achieved and 78% of the targets contained within the Service Delivery Plans were either achieved or partly achieved (green and amber status)..

12 Stakeholder Engagement

12.1 The Council has changed its complaints process to a two stage procedure for recording complaints. This is clearly laid out in our procedure backed by the customer charter. In 2018/19, 484 complaints were received, of these 70% were resolved within 15 days. 38 complaints escalated to Stage 2 and of these 59% were resolved within 15 days. The number of complaints to the Ombudsman forms part of this procedure and an annual report is received. For 2018 the Ombudsman reported that a total of 15 complaints were referred to the Ombudsman with one complaint upheld.

12.2 Data is published on the website to meet the requirements of the Local Government Transparency Code.

12.3 During 2018/19 the Council has engaged with residents, visitors and local businesses on Future 40 to develop a long term vision for the Borough through a serious of events, consultations and forums.

13 Internal Audit and External Audit Assurance

13.1 Internal audit is a key element of the governance arrangements and provides an independent, risk based approach.

13.2 Internal Audit is delivered through a Consortium with other Surrey organizations and was provided in 18/19 by an external provider RSM. RSM operate to the Public Sector Internal Audit Standards which is assessed every 5 years; they report direct to the Audit, Crime & Disorder and Scrutiny Committee. This is the final year of the contract with RSM and arrangements have been agreed going forward. However during 2018/19 the contract was re-procured and there has been an on boarding/

handover to the new providers for 2019/20 - the Southern Internal Audit Partnership.

13.3 Due to the changes in the contract the Head of Internal Audit's provided a draft year end opinion for 2018/19 and concluded that the Council has an adequate and effective framework for risk management, governance and internal control. However their work identified some further enhancements to the framework of risk management, governance and internal control to ensure that it remains adequate and effective.

13.4 The Audit, Crime & Disorder and Scrutiny Committee carries out the role of an Audit Committee as identified in CIPFA's "Audit Committees – Practical Guidance for local authorities". The Committee produces an Annual Report to Council which covers the work of internal audit. This Committee meets throughout the year and monitors specific areas of governance including performance management, risk management and internal audit; it receives the Head of Internal Audit's Year end opinion. As a Scrutiny Committee, it also conducts a number of specific reviews.

13.5 In 2018/19, the Committee met 4 times and reviewed progress against the audit plan, progress in implementing recommendations, and risk management arrangements. The Committee annually reviews how effective it has been in overseeing the arrangements in their annual report to Council.

13.6 External Audit is provided by Grant Thornton, who were appointed through Public Sector Audit Appointments Ltd (PSAA). The statutory accounts have been audited and Grant Thornton have issued an unqualified opinion and value for money.

14 Issues from 2017/18

14.1 The implementation of the actions identified in 2017/18 have been monitored and reported in detail to the Audit, Crime & Disorder and Scrutiny Committee as part of the arrangements for approving the AGS.

Issues identified for 2017/18	Action taken
A number of codes, policies and strategies are out of date and in need of updating	A number of policies have been updated during 2018/19 although there is further work to ensure they are all updated. The Constitution is being updated on a rolling in February 2019. A corporate template for policies has been agreed to provide a standardised approach

	with improved version control. The HR policies have been revised and updated and are being coordinated by external consultants. .
The Council has introduced alternative service methods and needs to ensure the governance arrangements are clear.	The Sub-Committee for the governance of the Council's wholly owned company EEPIC has been established and will receive updates and the business plan moving forward.
The Council has received confirmation that it is at risk of designation for the quality of decision making although an improvement plan is in place resulting from the Planning Peer Review.	The Council is monitoring the decision making of the Planning Committee very closely and performance has improved. However the risk of designation remains a concern as it is based on a 24 month rolling programme and will continue to be closely monitored.

15 CONCLUSION AND SIGNIFICANT GOVERNANCE ISSUES 2018/19

15.1 The Council is satisfied that the appropriate governance arrangements are in place however it remains committed to maintaining and where required improving those areas. The key issues to be addressed in 2019/20 are listed below and these will be reviewed and monitored with a detailed action plan.

Issues identified for 2018/19	Planned Action
As a result of the restructure, staff changes and legacy IT issues there is a need to review and align business continuity plans and the arrangements for disaster recover	A review of Service Business Continuity Plans will be undertaken in 19/20 which will link into a review of Corporate Business Continuity Plans. There is also a clear road for IT service improvements that includes disaster recovery.
Although elements of the Constitution have been revised and a number policies and procedures have been updated, several remain out of date including fraud	Continue to revise the Constitution on a rolling programme and update all policies and ensure they are fit for purpose and communicated to relevant officers and

polices and HR policies	Members
Implement the Members Induction programme for 2019/20 as a result of the May 2019 elections	A detailed induction programme for new and existing members has been developed and will be implemented during 2019/20 with Members Briefings and specific sessions on key areas to improve governance.
The Council remains under financial pressure, implementing its Income Generation Plan and carrying external debt following acquisition of investment property	Monitor the potential loss of further funding and the associated implications. Agree and implement the new Medium Term Financial Strategy for 2020/21 to 2023/24 including the identification of additional sources of funding and income.
Some areas are unclear on the decision making process to ensure the correct authorities are obtained either through committee reports or delegated authority	Further training will be provided to ensure that the correct authority is obtained when making decisions

Signed:

K. Beld.

Vice Chair of Strategy and Resources & Chief Executive on behalf of Epsom and Ewell Borough Council

30 July 2019

Independent auditor's report to the members of Epsom & Ewell Borough Council

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Epsom & Ewell Borough Council (the 'Authority') and its subsidiary (the 'group') for the year ended 31 March 2019 which comprise the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, the Balance Sheet, the Cash Flow Statement, the Collection Fund Statement, the Group Comprehensive Income and Expenditure Statement, the Group Movement in Reserves Statement, the Group Balance Sheet and the Group Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies and group accounts. 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 2018/19.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the group and of the Authority as at 31 March 2019 and of the group's expenditure and income and the Authority's expenditure and income for the year then ended;
- have been prepared properly in accordance with the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

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. We are independent of the group and the Authority 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 we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Chief Finance Officer's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chief Finance Officer has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or the Authority's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Chief Finance Officer is responsible for the other information. The other information comprises the information included in the Statement of Accounts, the Narrative Report and the Annual Governance Statement other than the Authority and group financial statements and, our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our 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 of the group and Authority 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 this other information, we are required to report that fact.

We have nothing to report in this regard.

Other information we are required to report on by exception under the Code of Audit Practice

Under the Code of Audit Practice published by the National Audit Office on behalf of the Comptroller and Auditor General (the Code of Audit Practice) we are required to consider whether the Annual Governance Statement does not comply with the 'Delivering Good Governance in Local Government: Framework (2016)' published by CIPFA and SOLACE or is misleading or inconsistent with the information of which we are aware from our audit. We are not required to consider whether the Annual Governance Statement addresses all risks and controls or that risks are satisfactorily addressed by internal controls.

We have nothing to report in this regard.

Opinion on other matter required by the Code of Audit Practice

In our opinion, based on the work undertaken in the course of the audit of the financial statements and our knowledge of the Authority gained through our work in relation to the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources, the other information published together with the financial statements in the Statement of Accounts, the Narrative Report and the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

Under the Code of Audit Practice, we are required to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- 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 in the course of, or at the conclusion of the audit; or;
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

We have nothing to report in respect of the above matters**.**

Responsibilities of the Authority, the Chief Finance Officer and Those Charged with Governance for the financial statements

As explained more fully in the Statement of Responsibilities set out on page 82, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Chief Finance Officer. 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 2018/19, for being satisfied that they give a true and fair view, and for such internal control as the Chief Finance Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Finance Officer is responsible for assessing the group's and 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 there is an intention by government that the services provided by the Authority will no longer be provided.

The Strategy and Resources Committee is Those Charged with Governance. Those charged with governance are responsible for overseeing the Authority's financial reporting process.

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: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor’s report.

Report on other legal and regulatory requirements - Conclusion on the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources

Conclusion

On the basis of our work, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, we are satisfied that the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

Responsibilities of the Authority

The Authority is responsible for putting in place proper arrangements for securing 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 review of the Authority’s arrangements for securing 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 be satisfied that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

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 November 2017, as to whether in all significant respects the Authority 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 the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

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 be satisfied that the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Report on other legal and regulatory requirements - Certificate

We certify that we have completed the audit of the financial statements of Epsom & Ewell Borough Council in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

Use of our report

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the Authority’s members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

Sarah L Ironmonger

Sarah Ironmonger

for and on behalf of Grant Thornton UK LLP, Local Auditor

London

31 July 2019

Glossary of Financial Terms

The following terms and abbreviations, while not being exhaustive, may prove of assistance in understanding the Statement of Accounts.

FINANCIAL TERMS

Accounting Period	The period of time covered by the Council's accounts. The Council's financial year is the period from 1st April to the following 31 March.
Accrual	The recognition of income and expenditure as it is earned or incurred, i.e. not as cash received or paid.
Actuary	Independent advisor to the Council on the financial position of the Pension Fund.
Actuarial Valuation	Independent triennial review of the Pension Fund assets, liabilities and reserves, the results of which, including recommended employer's contribution rates, the Actuary reports to the Council.
Amortisation	The writing off of intangible assets or loan balances to revenue service accounts over an appropriate period of time.
Balances	The surplus or deficit on any account at the end of an accounting period. The term is often used specifically to refer to the availability of unallocated revenue reserves.
Budget	A statement defining the Council's policies over a specified period of time in terms of finance.
Capital Charges	Charges made to individual service revenue accounts to reflect the cost of the assets employed. Charges may include both notional interest and depreciation elements (also referred to as asset rentals).
Capital Expenditure	Expenditure incurred on the purchase or improvement of significant assets including land, buildings and equipment, which will be of use or benefit in providing services for more than one financial year.
Capital Financing Charges	The annual cost of capital, including principal repayments, interest charges and leasing costs.
Capital Receipts	A capital receipt is the income received from the disposal of a capital asset, the repayment of any loan, grant or other financial assistance given for a capital purpose. The receipts can only be used to meet capital expenditure, debts or other long-term liabilities. To qualify as a capital receipt the income must exceed £10,000.

Chartered Institute of Public Finance and Accountancy (CIPFA)	CIPFA is the main professional body for accountants working in the public service. It draws up the Accounting Codes of Practice and issues professional guidance that is used to compile these accounts.
Collection Fund	A fund administered by the Council as a 'billing authority'. The Council Tax and National Non-Domestic Rates are paid into this fund and payments are made to Central Government, Surrey County Council, Elmbridge Borough Council, Surrey Police, Claygate Parish as required by statute.
Collection Fund Adjustment Account	An account that is credited/debited with the difference between the Collection Fund surplus that is required by government regulations to be charged to the General Fund in the year and the amount required under accounting requirements to be shown in the Comprehensive Income and Expenditure Account. The balance on the account at the year-end represents the Borough Council's element of the Collection Fund balance at year-end.
Contingent Liabilities	Where possible "one-off" future liabilities or losses are identified but the level of uncertainty is such that the establishment of a provision is inappropriate. Such items are disclosed in the form of a note to the accounts.
Council Tax	The main source of local taxation to local authorities. This is levied on households within its area by the billing authority and the proceeds paid into its Collection Fund for distribution to precepting authorities and for use by its own General Fund.
Creditors	Amounts owed by the Council at the end of the accounting period.
Current Assets/Liabilities	These are assets or liabilities that are expected to fall due or be realised within one year of the reporting date.
Debtors	Amounts owed to the Council at the end of the accounting period.
Depreciation	The measure of the cost of the benefit of the non-current asset that has been consumed during the period.
Earmarked Reserves	Balances set aside to meet specific future, usually non-recurring, commitments.
Fees and Charges	Income receivable as payment for goods or services provided.
Intangible Assets	Capitalised expenditure not resulting in a tangible asset. Such amounts are amortised over an appropriate period.

Minimum Revenue Provision	The minimum amount, prescribed by law, to be set aside each year from revenue to repay the principal amounts of external loans outstanding. The Council can set aside amounts in additional to the minimum requirement, known as a voluntary provision for debt redemption.
(National) Non-Domestic Rate(s) (NNDR)	A levy on businesses based on the rateable value of the premises they occupy. It is also known as “business rates”, the “uniform business rate” and the “national non-domestic rate”. Since the localisation of Business Rates was introduced, NNDR is collected by billing authorities and distributed to central government, county and fire authorities on the basis of a pre-set formula which includes retaining a proportion of rate income for the billing authority.
Non Current Assets/Liabilities	These are assets or liabilities that are expected to fall due or be realised more than one year after the reporting date.
Post Balance Sheet Events	Significant events which occur after the end of the accounting period but prior to the date when the accounts are issued.
Precept	The precepting authorities’ council tax. This is collected by billing authorities on behalf of the precepting authorities.
Precepting Authorities	Those authorities which are not billing authorities, i.e. do not collect the council tax and non-domestic rate. The Council bills and collects on behalf of the Surrey County Council and Police Authority. In addition, billing authorities pay a proportion of rate income to precepting authorities (see NNDR above).
Provisions	Amounts set aside to meet probable "one-off" future liabilities or losses but where exact dates and amounts are uncertain.
Public Works Loans Board	A government body that provides loans to local authorities.
Revenue Expenditure	This is the routine day to day cost of providing the Council services. Under the Local Government and Housing Act 1989, all expenditure is regarded as revenue unless it is specifically classified as capital.
Revenue Expenditure funded from Capital Resources Under Statute	Expenditure that can be classified as capital expenditure but which does not result in the acquisition of an asset.
Revenue Support Grant	A grant paid by central government as part of "formula grant" to support local authority services in general, as opposed to specific grants which may only be used for a prescribed purpose.

Support Services	Professional, technical and administrative activities, such as Finance, Information Technology and Human Resources, which support the provision of front line services.