




Mansfield  
District Council

Mansfield District Council

# Statement of Accounts 2020/21

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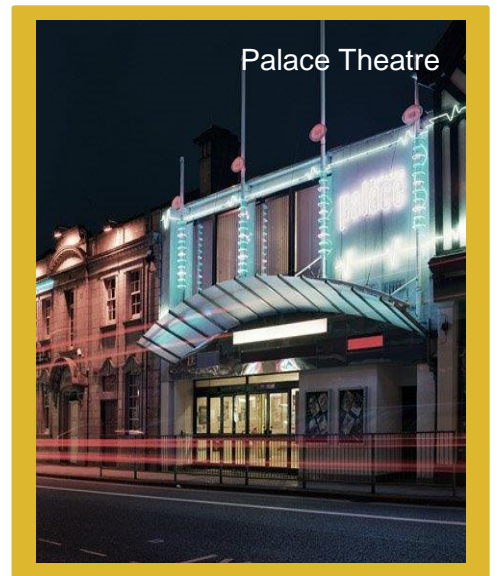
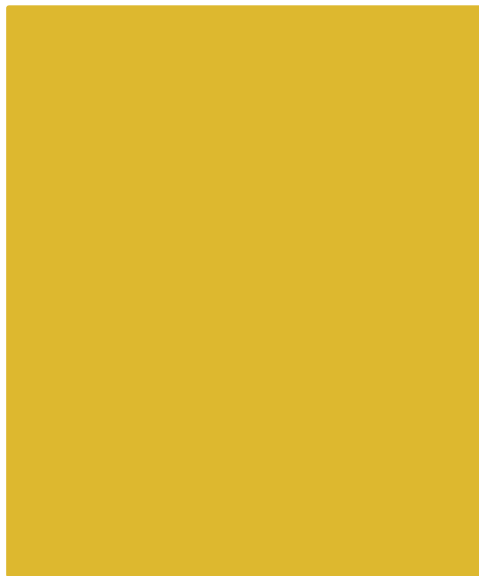
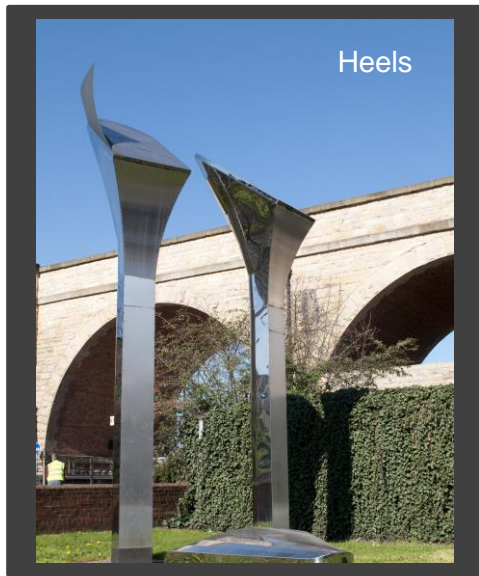
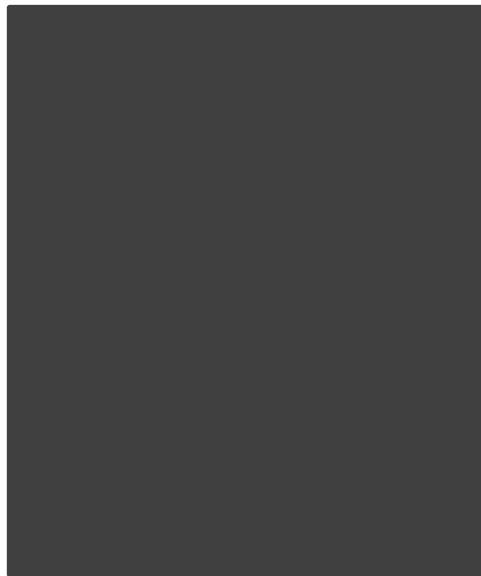
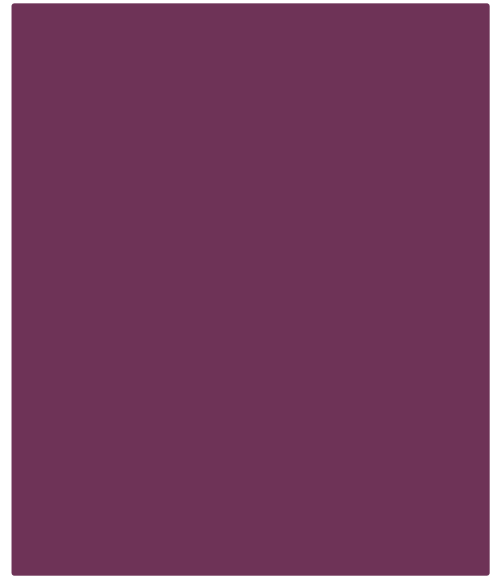
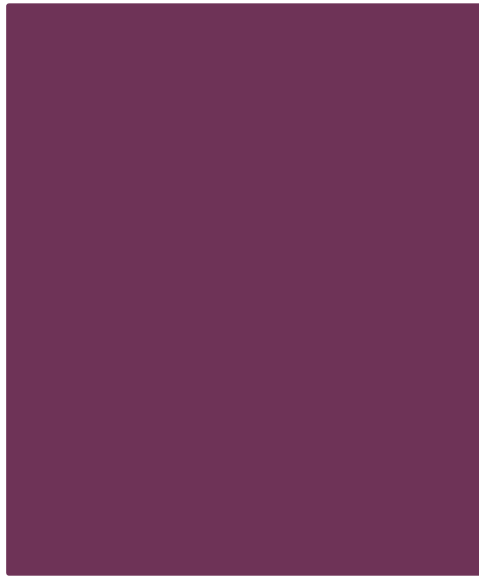
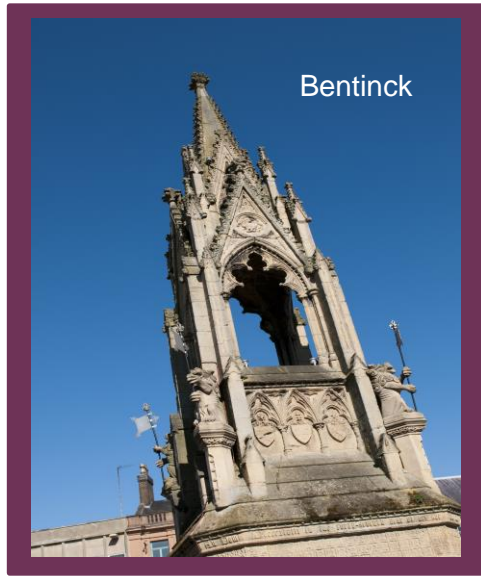
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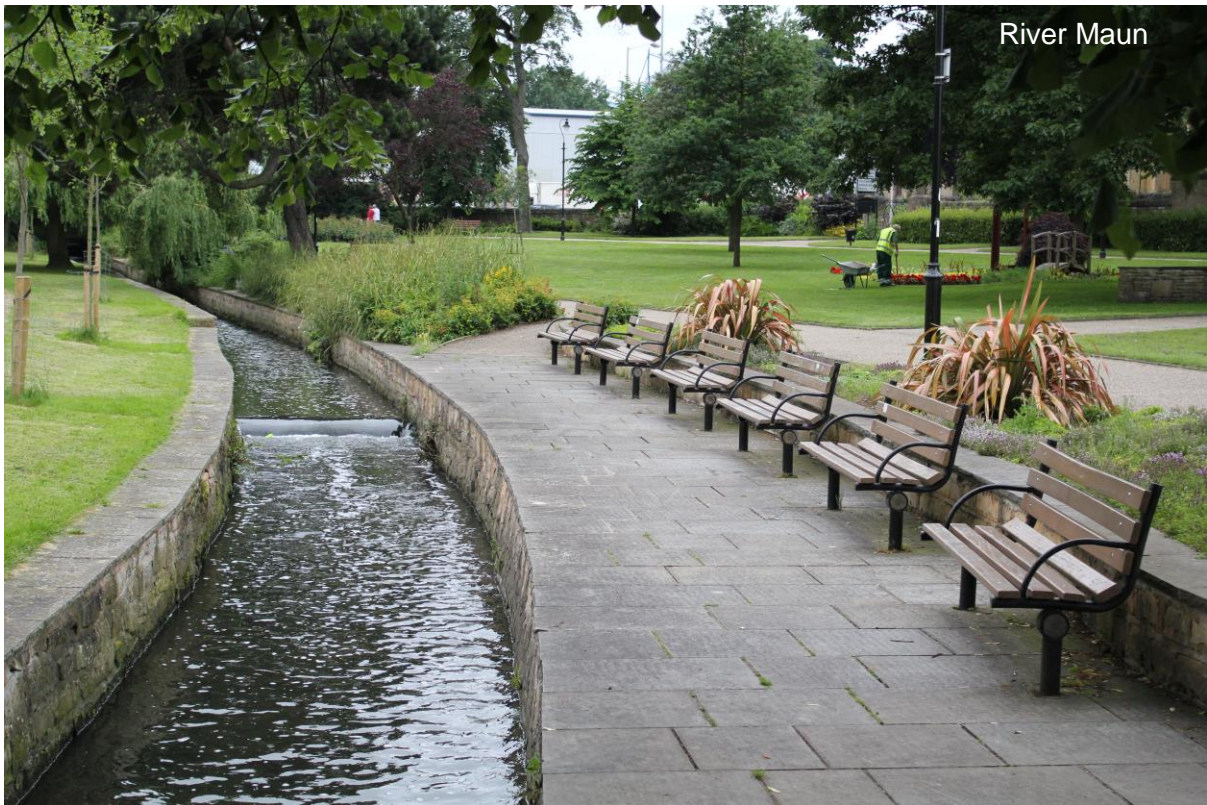
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The CARRS, Warsop



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## NARRATIVE REPORT

### **Narrative Report of the Head of Finance for the financial year ending 31 March 2021**

I am pleased to present the Statement of Accounts for Mansfield District Council, for the financial year ending 31 March 2021.

The Statement of Accounts aims to provide information so that members of the public, including electors and residents of Mansfield and District, Councillors, partners, stakeholders and other interested parties can:

- Understand the overall financial position of the Council and the outturn for 2020/21
- Have confidence that the public money with which the Council has been entrusted has been used and accounted for in an appropriate manner
- Be assured that the financial position of the Council is sound and secure

This Statement of Accounts for the year ended 31 March 2021 has been prepared in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA).

This Narrative Report provides information about Mansfield, including key issues affecting the Council and its accounts. It also provides a summary of the Council's financial position at 31 March 2021 and is structured as follows:

1. An introduction to Mansfield and District
2. An introduction to Mansfield District Council
3. The Council's Vision, Priorities and Outcomes in 2020/21
4. Summary position and key considerations in relation to Covid-19
5. The Financial Performance in 2020/21
6. Looking Forward – Budget pressures and efficiency plans for the future
7. Governance
8. Risk and Opportunity Management
9. Explanation of the Financial Statements

This Statement of Accounts should be read in the context of continuing pressure on the services provided by the Council and the resources available to finance them. These pressures will continue and the future financial position of the Council will be dependent on its ability to balance increasing need against reducing resources. The Council's Transformation Plan has been put in place to deliver this and is critical to the Council's ongoing financial sustainability.

Dawn Edwards CPFA  
Head of Finance (Section 151 Officer)



## 1. AN INTRODUCTION TO MANSFIELD AND DISTRICT

The District of Mansfield is a largely urban area situated in the north-west of Nottinghamshire. Mansfield is recognised as a major sub-regional centre and covers an area of 78 square kilometres. The Centre for Cities recognises Mansfield as one of Britain’s 64 cities by categorising the town as a ‘*small city*’.

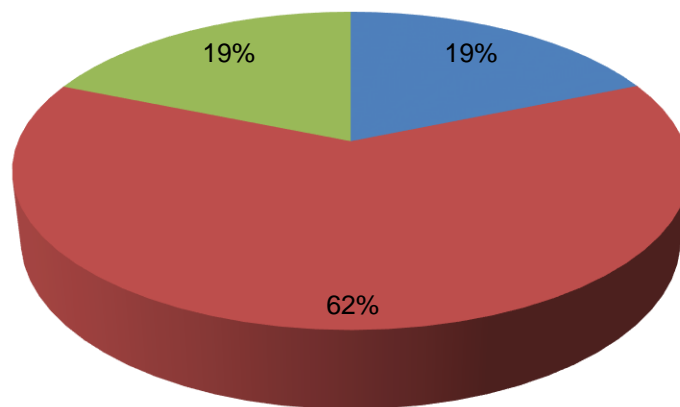
The District has good transport infrastructure, which is developing rapidly through increased investment. In terms of road network; Mansfield’s central location provides excellent access to the country’s main roads; 10 minutes from Junctions 27, 28 and 29 of the M1 and just over to the A38 and Doncaster A1. There is quick access (in under an hour) to East Midlands Airport and Robin Hood Airport from Mansfield. Birmingham and Manchester Airports are within 2 hours.

In terms of public transport; Mansfield regained its railway network in 1995 with the extension of the Robin Hood Line, which provides quick access to Nottingham and Worksop, where residents can then board national trains.

The Office for National Statistics (ONS) population estimates for 2019 show that Mansfield has an estimated population of 109,300 people, with the age profile as shown in the chart below:

### Population of Mansfield by Age Profile

■ Aged 0 to 15   ■ Aged 16 to 64   ■ Aged 65 and over



## 2. AN INTRODUCTION TO MANSFIELD DISTRICT COUNCIL

Mansfield District Council was formed under the Local Government Act 1972 on 1 April 1974 following the merger of the municipal borough of Mansfield and the urban District of Mansfield Woodhouse and rural District of Warsop.

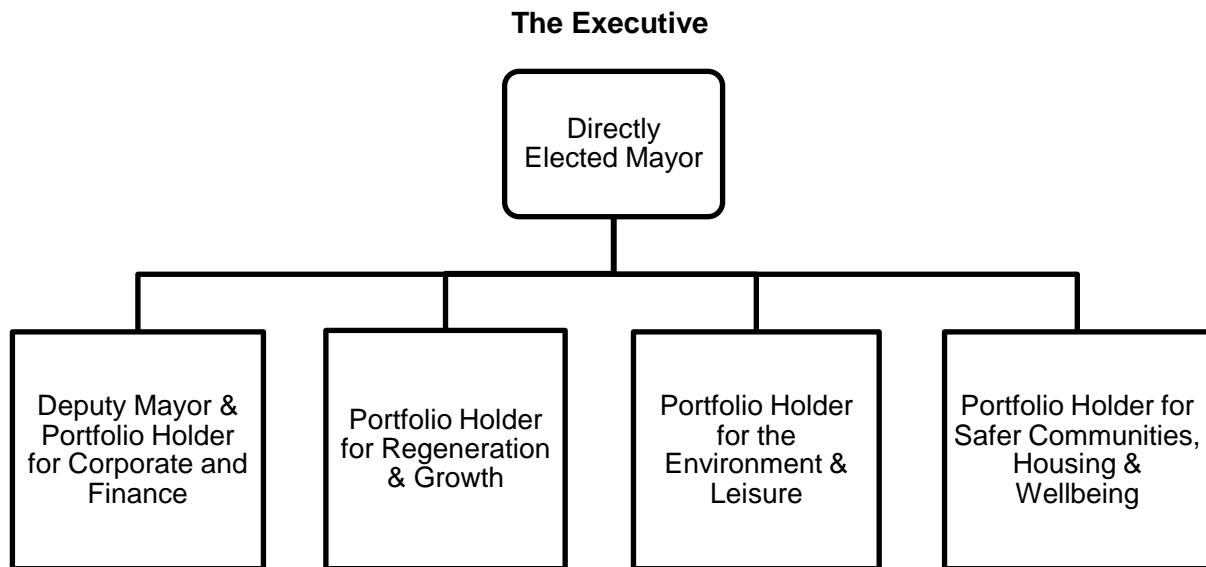
As a local authority the Council is an elected, multi-functional organisation. Its policies are determined and directed by the political leadership of the Council and implemented by the Corporate Leadership Team and Officers of the Council.

**Political Structure**

In May 2019 the Council held elections to the 36 single Member wards that comprise the District and for the elected Mayor. This resulted in the election of a new directly elected Labour Mayor.

Mansfield District Council is the only council in Nottinghamshire to have a directly elected Mayor, allowing Mansfield to have strong democratic leadership and direct engagement with local people.

The elected Mayor has appointed an Executive of four councillors, including a Deputy Mayor who is one of four Portfolio Holders, as shown below:



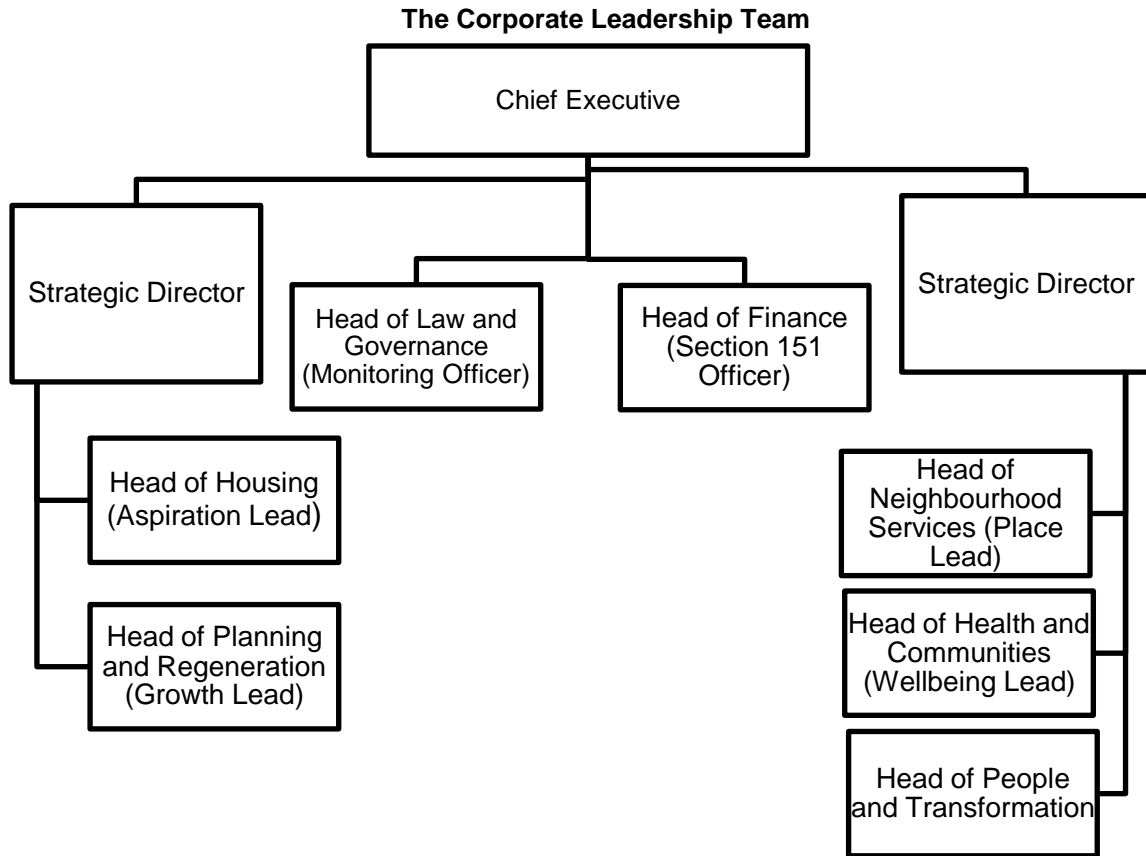
The political balance of elected Members (excluding the directly elected Mayor) for Mansfield District Council at 31 March 2021 consists of:

Political Group	Number of elected Members
Labour	14
Mansfield Independents	14
Independent	6
Conservative	2

On 2 May 2019, a newly elected Labour Mayor was appointed by Mansfield residents at the local elections held in the District. The Council also saw a shift from the Mansfield Independent Forum having a majority of seats within Council to no overall control.

**Management Structure and workforce**

The Council’s management structure is documented within the Council’s Constitution and comprises of a Chief Executive, two Strategic Directors and seven Heads of Service (the Corporate Leadership Team) who are responsible for implementing the strategic goals of the Council as decided by elected Members and for the operational delivery of services.



The Council currently employs approximately 540 full time equivalent staff. A large number of staff are based in the Council’s offices at the Civic Centre in Mansfield. However, the Council also owns other sites in the District such as; the Palace Theatre, Town Hall, Museum, Neighbourhood Services Depot and a Housing Repairs Depot based in Mansfield Woodhouse.

Throughout the year 2020/21, a large number of staff who were usually based at the Civic Centre have worked from home, in response to the Covid-19 pandemic and resultant lockdowns. Staff have worked flexibly to ensure the same level of service is available to residents wherever possible, even though their working locations may have been different.

During 2020/21 the Council had 9 full time equivalent (FTE) staff who were trade union officials. During the year these 9 FTE’s each estimated that they spent up to 50% of their working hours on facility time. As a percentage of the Council’s total annual salary payments this amounted to less than 1% (0.03%). The Council does not pay trade union officials for time spent on trade union activities (for example branch meetings).

## Services Provided by the Council

The Council provides many varied services to an estimated population of 109,300 residents<sup>1</sup>, to 50,032 domestic Households<sup>2</sup> and to approximately 3,324 businesses (hereditaments)<sup>3</sup>.

The Council operates in what is referred to as a “two-tier” local government structure, with services being provided to the residents of Mansfield by both Mansfield District Council and Nottinghamshire County Council. The following table shows the core services provided by the different tiers of local government:

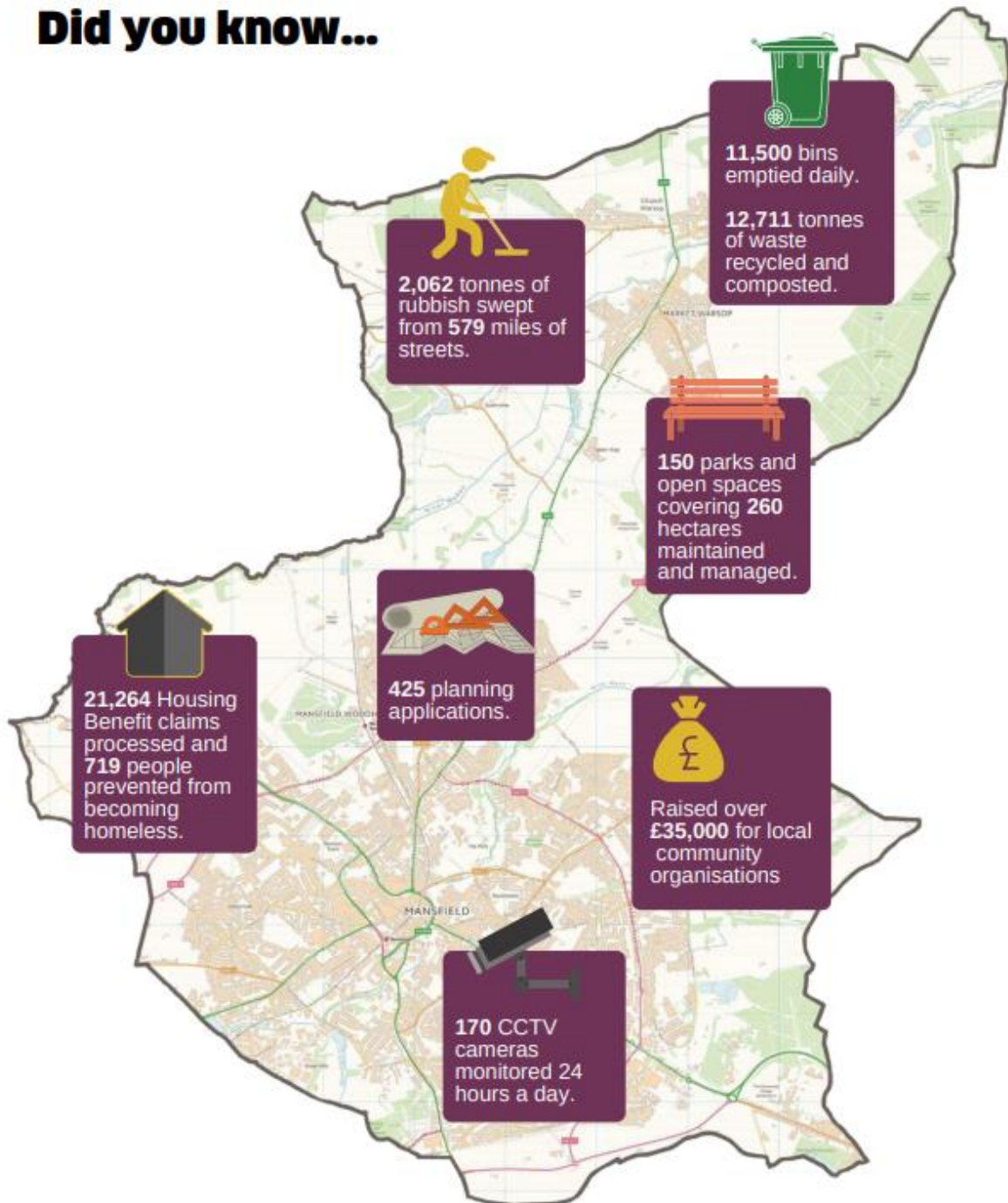
Main Services	Two Tier Local Government Structure	
	Counties – Nottinghamshire County Council	Districts – Mansfield District Council
Education	X	
Environmental Health		X
Highways	X	
Housing		X
Leisure		X
Libraries	X	
Passenger Transport	X	
Planning Applications		X
Revenue Collection		X
Social Care	X	
Strategic Planning	X	
Transport Planning	X	
Waste Collection		X
Waste Disposal	X	

<sup>1</sup> Population estimates for 2019 provided by the Office for National Statistics

<sup>2</sup> Number of domestic households based on the Council’s Council Tax Base return submitted to Central Government in October 2020

<sup>3</sup> Rating List provided by the Valuation Office, dated 10 March 2021

## Did you know...



**Mansfield**  
District Council

The Council also delivers a range of internal services that support these operational functions, these include; customer services, human resources, IT services, communications, data protection, financial services, debt recovery, legal and democratic services.

### 3. THE COUNCIL'S VISION, PRIORITIES AND OUTCOMES

The Council's vision and priorities are contained within its Corporate Strategy, "Making Mansfield – towards 2030", which is reviewed and updated on an annual basis as part of the annual strategic planning and budget development process. All departments have service delivery plans which link to the Corporate Strategy and are monitored on a regular basis.

The vision of the Council as stated in "Making Mansfield – towards 2030" is:

***"Grow an ambitious, vibrant and confident place"***

The Council's vision will be realised through a set of priority areas around economic prosperity, quality of life and community safety. The Council's key priorities until 2030 are:

**The ambition for place is to create Mansfield as a place to be proud of, a place of choice, The place theme will focus on the following priorities;**

- Create and communicate a positive image of Mansfield
- Preserve, enhance and promote our natural environment and physical assets across the district
- Improve the town centre experience for residents, visitors and businesses
- Create a positive cultural and leisure experience for residents and visitors
- Create an infrastructure that supports and enhances the quality of life for residents.

**The ambition for growth is to create Mansfield as a place for investment and opportunity. The growth theme will focus on the following priorities:**

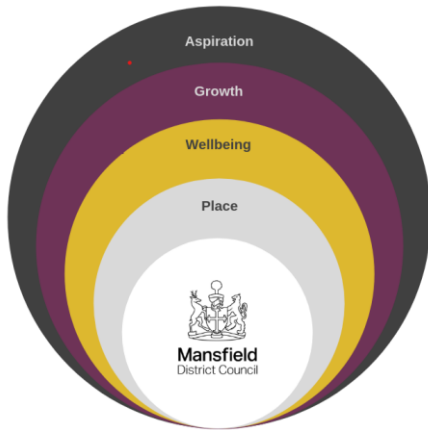
- Develop the district's infrastructure to embrace technology and technological advances
- Create employment opportunities that are aligned to meet future requirements
- Develop a better and wider mix of housing across the district to meet the needs and aspirations of existing and potential need
- Develop and sustain local businesses and encourage national and regional businesses to invest in the area.

**The ambition for wellbeing is to create Mansfield as a flourishing place where people are healthy and happy. The wellbeing theme will focus on the following priorities:**

- Create an environment where people lead healthy lifestyles and opportunities to be physically active
- Support and encourage people to make healthy choices
- Support a good quality of life for those that live and work here
- Understand and respond to the needs of communities and be advocates for support and intervention.

**The ambition for aspiration is to create Mansfield as a place where people can achieve and succeed. The aspiration theme will focus on the following priorities:**

- Encourage people to achieve their true potential
- Build confidence within communities so that they have more control and influence in what happens in their area
- Create opportunities for learning, development and achievement for all.
- Ensure local people have clear aspirational pathways into local employment



The Council's Corporate Values of Aspiration, Growth, Wellbeing and Place summarise its way of thinking to deliver positive outcomes for its customers. Underpinning the Corporate Values is its commitment to equality as it aims to treat everyone fairly and strives to achieve equality for its diverse communities.

**Some of the outcomes for 2020/21 are highlighted below:**

**Place:**

- The amount of residual household waste collected per household (tonnage) has decreased from 601.8 in 2019/20 to 555.36 in 2020/21
- The number of electric recharging points within the district accessible to the public (MDC owned land) is 3.

**Growth:**

- The unemployment rate (percentage of people aged 16-64 claiming Job Seekers Allowance) in the district increased to 6.2% from 4.2% in 2019/20.
- Town centre retail vacancy rate increased to 16% from 15.02% in 2019/20.

**Wellbeing:**

- The number of reported incidents of antisocial behaviour increased from 3,169 in 2019/20 to 4,712. (Apr – Feb for both years)
- The number of reported incidents of criminal damage decreased from 1,337 in 2019/20 to 1,035. (Apr – Feb for both years)

**Aspiration:**

- 4 private sector properties that had been empty for more than five years were brought back into use.

**Corporate**

- The time taken (in days) to process Housing Benefit/Council tax benefit new claims and change events is 3.
- Average days lost to sickness (FTE) has decreased from 8.02 (Jan 20) to 7.45 (March 2021)

## Outcomes for 2020/21 and response to Covid-19

The financial year of 2020/21 has been dominated by the Covid-19 pandemic and the need for the council to step up to meet the required response.

But despite the need to respond urgently to the pandemic, the council has continued to deliver a programme of services and strategic plans around its priorities of Growth, Aspiration, Wellbeing and Place.

With incomes from council facilities such as car parks, the Palace Theatre and business rates, down sharply due to the pandemic lockdowns, it has been an extremely challenging year for the council finances.

A proportion of these losses have been off-set with government support but to balance the books, the council has had to tighten its belt to achieve significant savings. Some of these savings were achieved 'organically' due to the extraordinary circumstances: social distancing requirements and forced closures meant the council had to cancel its programme of physical events and move activities on online.

Other savings were in-built and came from ongoing strategic moves to change the way the council operates, particularly in relation to digitally transforming the way some services are accessed and delivered.

These have meant it was well prepared for what was to come in the face of a global pandemic, and for the seamless transfer of staff moving from working in an office environment to working from home while the Civic Centre has remained largely mothballed during the past year. Local democracy continued to be delivered, too, with council meetings held via Zoom.

The council's workforce has demonstrated enormous flexibility, with many officers redeployed into different roles and taking on new responsibilities. For many teams, the focus has been on supporting people and the community in extremely difficult circumstances as a result of the pandemic.

In the past year, Mansfield District Council has distributed £31m in Covid related business support grants and £50,000 to community organisations on the frontline who have supported residents in need.

Additionally, in a year that saw many charities struggle in the face of falling incomes hit by the pandemic, £17,000 was distributed to local good causes from the Robin Hood Lottery Community Fund

The council, itself, has been instrumental in ensuring vulnerable people who were self-isolating or shielding received the help they needed during the pandemic, whether an emergency food parcel or a friendly chat for someone feeling lonely. It has:

- Provided 27,000 safe and well checks by phone to residents
- Carried out 60 visits in person to vulnerable residents.
- Taken over 66,000 calls in its Emergency Control Room 2,800 of which required emergency service assistance
- Delivered 130 food parcels to vulnerable residents.
- Issued 52 food bank vouchers
- Called more than 600 vulnerable tenants, both council tenants and private tenants.
- Delivered medication to 190 patients returning home from King's Mill Hospital.

As part of the council's wider and ongoing Wellbeing priorities, it has also helped set up three food clubs to tackle the increasing issue of food insecurity. They have been supporting over 200 families every week and more clubs are planned in the coming year.

The pandemic also kick-started council-led schemes to reduce the number of rough sleepers as part of its wider homelessness prevention strategies, which have helped more than 600 people avoid losing a roof over their head in the past year.

The council's innovative First Steps scheme, backed by £310,000 in government funding, was launched in April 2020, to prevent people without a fixed abode drifting back into street sleeping. So far it has helped 17 people at risk of rough sleeping into permanent accommodation backed by support for mental health and substance abuse issues.

ASSIST, another council-led housing scheme which helps free up beds taken by medically fit patients at King's Mill Hospital is also set to continue for another two years after getting £300,000 in funding from the Sherwood Forest Hospitals NHS Foundation Trust and King's Mill Hospital Clinical Commissioning Group.

While the virus situation delayed the planned introduction of a major change in the district's waste and recycling collection service for a few months, the council managed to move forward with its roll-out of kerbside glass collections towards the end of the financial year as part of an expanding environmental agenda.

Also on environmental themes, there have also been improvements to the athletics track at Berry Hill Park, which has been leased to Mansfield Harriers Athletics Club. The new lighting is being supported by funding from Sport England. Meanwhile, a £1m government grant is behind exciting plans for environmental improvements, including new pocket parks, in the town centre as part of the council's Town Centre Masterplan, supported by £12.3m from the government's Towns Fund.

The past year also saw progress on another element of that strategy: the £12m redevelopment of the former bus station site in Stockwell Gate North where a new hotel and restaurants are now beginning to take shape.

Elsewhere, the newly refurbished Old Town Hall, took on its first tenants, new decorative cladding went up on the Walkden Street car park and work continued in the five-year Townscape Heritage project to upgrade Victorian and Georgian buildings in the Leeming Street area, supported by £850,000 from the National Lottery Heritage Fund.

Another major focus has been the building of new council housing. Work began on the council's first scheme for ten modular pre-built homes off Rosemary Avenue. The council also approved £20.5m plans for another 99 council homes to rent, including a major regeneration of the Bellamy estate. In line with the authority's environmental strategy, all the homes will be built to a high energy efficiency specification.

Another major financial commitment has been to start work on a £3.5m scheme to stabilise the cliff face of the former Berry Hill Quarry to protect homes bordering the quarry face from any further landslips.

The coming year, it is anticipated, will be one led by recovery as the district emerges from Covid restrictions and finds a secure post-pandemic footing to rebuild and reboot.

## 5. FINANCIAL PERFORMANCE DURING 2020/21

### Covid-19

Council approved the 2020/21 financial year budget for both the General Fund and the Housing Revenue Account (HRA) on 22 January 2020 (agenda item 20/06). Whilst information was starting to emerge regarding Covid-19 at the time at which the budgets were approved, no one could have foreseen the impact it would have on the country and everyday life in the months that would follow. The financial year 2020/21 took place with varying degrees of restrictions on everyday life, which subsequently impacted on the plans that Mansfield District Council had for the financial year, as many resources were diverted to assist with response to and recovery from the pandemic.

Like other local authorities, Mansfield District Council has played a vital role in supporting people during this time of crisis, and as a result this has meant that the Council has incurred expenditure outside the normal course of its business; expenditure which was not anticipated when setting the budget.

In addition, as service delivery has been effected, it has meant that income that the Council would have received through fees and charges has also been impacted on.

Covid-19 has had a significant financial impact on local authorities such as Mansfield District Council – both in terms of additional expenditure and income losses. However, support from central government has provided funding for most of these pressures.

Financial support for expenditure has been good and, based on the Covid-19 returns completed throughout the financial year, reported spending pressures have been fully funded, with all local authorities receiving more funding than expenditure incurred. The Council has been allocated a total Covid-19 grant of £2.096million, over four tranches. The Council has used this grant to meet additional expenditure incurred as a result of Covid-19.

Support for income losses has been less generous and subject to a number of rules and exclusions. The Council has been allocated £1.254m of compensation for Sales, Fees & Charges income losses due to the pandemic and required lockdowns, which have lasted for much of the financial year. However, this did not compensate for the full value of lost income, as only 75% of recoverable losses were subject to compensation, and no compensation was provided for losses on commercial income, such as from commercial property rentals, therefore the council has suffered all of the impact of these losses.

In addition to these general central government grants, the Council has received specific grants for projects undertaken as a result of Covid-19, such as funding the provision of Covid Marshalls in the town centre. These specific grants have allowed Covid-19 related projects to take place throughout the year, without impacting on the Council's bottom line.

There will be further pressures in the current year, both from Covid-19 itself and from the recovery in services, and demand for services is likely to rebound this year as restrictions are lifted.

### Covid-19 Grants

Throughout the financial year, alongside the overall response to the pandemic, Mansfield District Council has been administering and distributing a number of grant schemes over the course of the COVID-19 pandemic. This includes the provision of grants to local businesses on behalf of central government, to assist with their survival during lockdown-related closures, as well as grants to support those residents that could be put into financial difficulty

when mandated to self-isolate, and a number of specific local authority grants to assist with issues such as compliance with restrictions or increasing vaccine take-up.

For a number of these centrally funded grants, Mansfield District Council has had discretion of use including values to distribute, whilst for other grants the government mandated the value and eligibility criteria of distribution. Where Mansfield District Council could exercise its discretion over the grant, the expenditure and income have been recorded within the Comprehensive Income and Expenditure Statement (CIES). For grants mandated by government, these have been recorded on the Balance Sheet as the net balance of expenditure compared with the original allocation received.

The table below shows a summary of the grants and where they have been recorded as of 31 March 2021:

Mansfield District Council – Statement of Accounts 2020/21

Grant type	Grant Name	Description	Financial Statements (£000s)	Allocation
Covid Delivery Grants	Covid Delivery Grant (Tranches 1-4)	Throughout the financial year, government distributed £4.607bn in funding to local authorities as emergency funding to combat pressures	CIES	2,096
	Sales, fees and Charges Grant	To recompense local authorities for irrecoverable and unavoidable losses from sales, fees and charges income generated through the delivery of services. This has been extended into the first quarter of 2021 - 22	CIES	1,254
<b>Covid Delivery Grants Total</b>				<b>3,350</b>
Mandatory Business Grants	Closed Business Lockdown Payment	A one-off allocation during January 21 for those businesses mandated to close during the lockdown announced on the 4th January 21	Balance Sheet	4,905
	Local Restrictions Support Grant Closed	A mandatory grant for those businesses mandated to close during the lockdowns with set eligibility criteria running throughout October 20 to March 21	Balance Sheet	7,275
	Small Business Rates/Retail, Hospitality and Leisure	£10,000 grants to businesses in receipt of Small Business Rates relief and £10,000 and £25,000 grants for businesses in the Retail, Hospitality and Leisure sector depending on their rateable value	Balance Sheet	19,366
	Closed Business Support Payment for Wet Led Pubs	A £1,000 grant for those hospitality venues whereby less than 50% of their income was generated by food sales	Balance Sheet	58
<b>Mandatory Business Grants Total</b>				<b>31,603</b>
Discretionary Business Grants	Additional Restrictions Grant	A discretionary scheme for local authorities to fund businesses based on their knowledge of their local economy	CIES	3,157
	Local Authority Discretionary Grant Scheme	5% of the overall Small Business Rates/Retail, Hospitality and Leisure allocation of the was given to local authorities to fund a scheme at their discretion	CIES	945
	Local Restrictions Support Grant Open	A discretionary grant for those businesses that were not mandated to close during the lockdowns	CIES	307
<b>Discretionary Business Grants Total</b>				<b>4,409</b>
Test & Trace Grants	Test and Trace Mandatory	A £500 grant for those residents that were in receipt of a relevant benefit as described within the government's eligibility criteria, where they were required to self-isolate due to a positive COVID-19 test for them or their children	Balance Sheet	133
	Test and Trace Discretionary	A £500 grant for those residents who met the local authorities discretionary eligibility criteria, where they were required to self-isolate due to a positive COVID-19 test for them or their children	CIES	142
<b>Test &amp; Trace Grants Total</b>				<b>275</b>
Service-specific Covid Grants	Community Champions Fund	Funding allocated to councils and voluntary groups across England to expand work to support those most at risk from COVID-19 and boost vaccine take up.	CIES	188
	Compliance and Enforcement Grant	Funding to support additional compliance and enforcement activities	CIES	65
	Contain Outbreak Management Fund	Funding to support costs associated with the public health and outbreak management costs of COVID-19	CIES	249
	Reopening Highstreets Safely Fund	Funding to allow local authorities to put in place additional measures to establish a safe trading environment for businesses and customers	CIES	97
<b>Service-specific Covid Grants Total</b>				<b>599</b>

### Covid-19 Business Rates Reliefs

At the start of the pandemic, the Chancellor mandated that Non-domestic Rates would not be payable by retail and hospitality businesses, given that they were forced to close and could not trade.

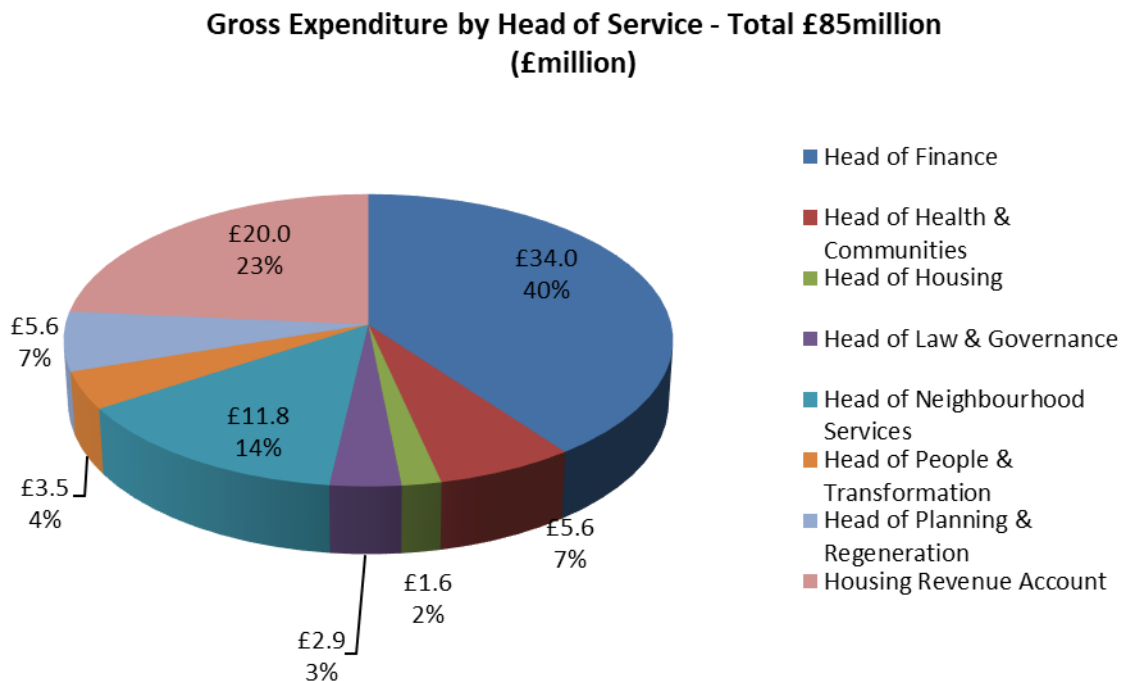
As the funding for these reliefs is distributed to local authorities as a Section 31 Grant (Local Government Act 2003 relating to the power to pay grant) it must be receipted into the District Council's general fund rather than the collection fund. Therefore this additional Section 31 grant that has been received is not an in year surplus, but must be earmarked in order to fund the deficit that has arisen in the collection fund as a result of the policy decision by Government.

Due to this grant being received, it should be noted, that the increase in Earmarked Reserves in 2020/21, includes £8m relating to Section 31 grants relating to business rates relief that is not a surplus to the Council, as there is a corresponding deficit in the collection fund arising from Government policy, which will need funding in 2021/22. This increase in reserves can be seen in Note 9 of the Statement of Accounts.

### Revenue Expenditure

Revenue spending is generally on items that are consumed within a year and is financed from Government Grants, Council Tax and other income. Gross revenue spending on services in the year was £85million compared to £85.9million in 2019/20.

The following chart shows where the money was spent during 2020/21 based on the different Heads of Service (the basis of the Council's reporting structure).



Total income credited to the provision of services during the year was £88.5m compared to £82.8 in 2019/2020. Table 1 below shows where the money came from in 2020/21:

Table 1

Gross Income	2020/21	
	£million	%
Government Grants	36.0	41
Other grants and contributions	3.0	3
Council dwelling rents	25.7	29
Council Tax	5.8	7
Business Rates	5.2	6
Fees and Charges	8.5	10
Industrial, commercial and retail property rents	4.3	5
<b>Total</b>	<b>88.5</b>	<b>100</b>

### General Fund Revenue Account

The information in Table 2 below is based on the Council's reporting structures for its financial management information and shows the revised revenue budget compared with the actual net expenditure by Head of Service at 31 March 2021.

Table 2

General Fund by Portfolio 2020/21	Approved Budget	Actual	Variance
	£000	£000	£000
Head of Finance	-12,084	-13,357	1,273
Head of Health & Communities	4,628	4,064	564
Head of Housing	886	871	15
Head of Law & Governance	2,782	2,635	147
Head of Neighbourhood Services	4,517	4,721	-204
Head of People & Transformation	2,533	2,813	-280
Head of Planning & Regeneration	-3,263	-2,782	-481
<b>Contribution from Reserves:</b>	<b>0</b>	<b>-1,035</b>	<b>1,035</b>

### Outturn

The Council made an overall surplus of £1.035m in 2020/21. However, due to the continued financial impact of Covid-19 on the Council, this amount has been transferred to Earmarked Reserves, to be utilised in future years.

A detailed report listing the main areas of under and over spend will be presented to Council in July 2021.

### Housing Revenue Account (HRA)

The Housing Revenue Account (HRA) summarises the transactions relating to the provision, maintenance and management of the Council's Housing stock. The HRA is a ring fenced account which has to be self-financing and cannot be subsidised by the General Fund.

The Council sees the provision of Housing as a priority and as such has undertaken significant renovation works to its housing stock. Resources have been directed from the HRA and Capital Programme in order to achieve the National Decent Homes Standard in the 2010/2011 financial year. The Council is now working towards the Mansfield Standard, which has seen further renovation works to some of its housing stock. The information in Table 3 below summarises the outturn position of the HRA at 31 March 2021.

Table 3

HRA Revenue Summary 2020/21	Revised Budget £000	Actual £000	Variance £000
Housing	-9,691	-9,776	85
Finance	9,689	9,773	-84
Law & Governance	2	0	2
<b>Deficit in Year</b>	<b>0</b>	<b>-3</b>	<b>3</b>

### Outturn

The outturn for the HRA shows an in year surplus of £3,000 set against a balanced budget for the 2020/21 financial year. This was after setting aside £4.051million towards the repayment of loan debt taken out as part of the Self Financing Reforms during 2012.

A detailed report listing the main areas of under and over spend will be presented to Council in September 2021.

### Revenue Monitoring

The Council is constantly reviewing its budgets through the budget monitoring processes it has in place. Any areas that are not meeting their approved budget either through increased demand putting pressure on the Council to incur additional expenditure, or through reduced income, are being monitored closely. Where it is expected that there are trends which will impact on future years, this is being reflected in the Council's Medium Term Financial Strategy and the final Budget Reports for the following year. The General Fund and Housing Revenue Account Outturn Report 2020/21 provides further explanations as to variances between actual spend and budget. This report will be submitted to Council in September 2021.

### Capital Expenditure

Capital expenditure is broadly defined as spending on new assets (for example land, buildings, major items of equipment and vehicles), or enhancing existing assets, which have a life exceeding one year. Capital spend during 2020/21 totalled £8.4million compared to £18.8million in 2019/2020. Actual spend during the financial year was £20.0million less than the budget approved at £28.4million; this was due to slippage of schemes, with expenditure expected to be incurred during the 2021/22 financial year. Table 4 below shows the significant schemes undertaken in 2020/21 and the outturn position compared to the revised budget:

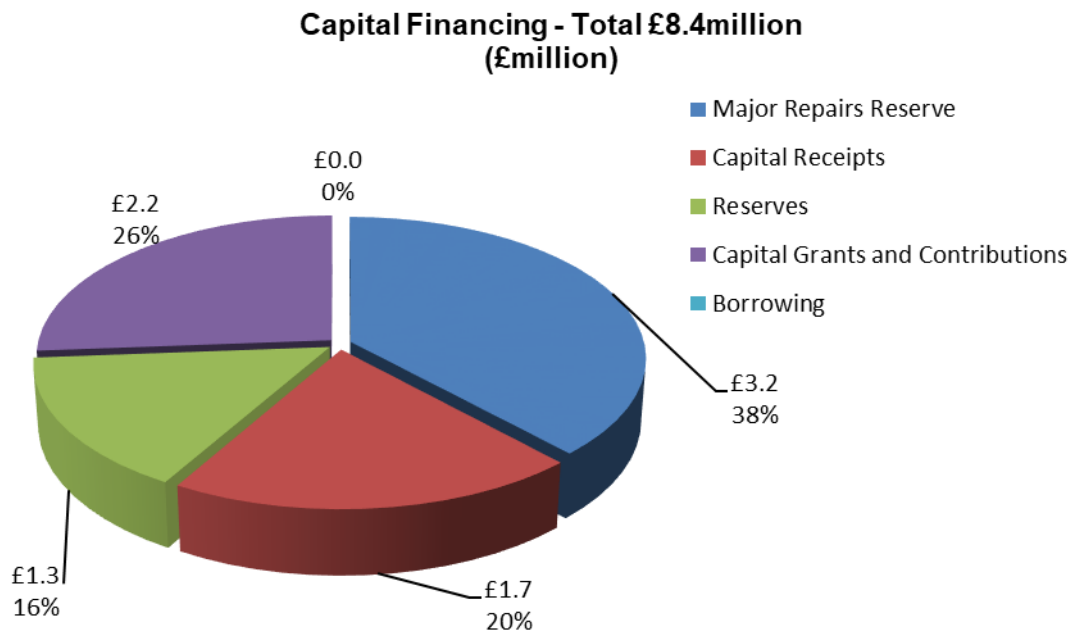
Table 4

Capital Schemes 2020/21	Revised Budget £000	Actual £000	Variance £000
Council Dwellings	4,254,020	2,277,994	1,976,026
Housing General Fund	1,919,705	505,019	1,414,686
Housing Company	525,136	329,000	196,136
Property Acquisition	10,658,070	0	10,658,070
Glass Collection Scheme	600,274	556,435	43,839
Rosemary Avenue New Housing Scheme	1,519,118	1,401,711	117,407
Walkden Street Car Park	1,900,678	1,694,601	206,077
Berry Hill Quarry	2,653,700	134,708	2,518,992
Other General Fund	4,372,105	1,474,369	2,897,736
<b>Total</b>	<b>28,402,806</b>	<b>8,373,837</b>	<b>20,028,969</b>

The total underspend of £20.0million on the Capital programme is broken down in the above table.

### Capital Financing

The £8.4million capital expenditure incurred during 2020/21 has been financed through the Council’s own resources; including capital receipts generated by the sale of surplus land or other assets, grants from a number of sources and the use of reserves. The following chart shows how the £8.4million Capital Programme was financed during 2020/21:



The Council did not borrow internally or take out any new external borrowing.

## **Review of the Council's Financial Position and Significant Points in Respect of the Balance Sheet**

**Material Write Offs** - There have not been any material write offs of debtors during the financial year. All write offs relating to debt that the Council has been unable to recover have been done in line with the Council Debt Recovery Policy. This does not mean that the Council will not pursue any debt written off in the future if it thinks it is able to recover it at a later date.

**Unusual Credits or Debits Charged to Revenue (including General Fund and Housing Revenue Account)** - During the financial year, the Council made payments in respect of its employees' pension contributions to the Nottinghamshire Pension Scheme. At the end of the year, the Actuary reviewed these contributions and calculated that the increase in liabilities as a result of years of service earned was greater than the total contribution made. As such, the value of this contribution was increased by an additional £2.134m which is included within the Council's net cost of service line in the Comprehensive Income and Expenditure Statement.

In April 2020, Mansfield District Council was given the opportunity to pay three years' lump sum payment over to Nottinghamshire County Council in advance for the financial years 2020/21, 2021/22 and 2022/23, which would generate a saving to the Council of £124,000 over the same period. The accounts for 2020/21 show one year's lump sum pension payment of £2.232million, which is the first amount relating to this lump sum payment. The pension reserve and liability current differ by the remaining amount of the prepayment, at the end of 2022/23, the two will be back in balance.

Any material or unusual credits or charges have been disclosed on the face of the accounts where applicable.

### **The Balance Sheet**

This statement shows the assets and liabilities held by the Council as at the 31 March 2021. It indicates how much is owed to the Council and how much the Council owes to others, together with summarised information on the assets held and the financing of those assets. The significant points being:

**Long Term Assets** - The Council's Long Term Assets have decreased in year by £3.066million, from £401.194million to £398.128million. The main decrease relates to investment properties (£8.762million)

**Current Assets** - The Council's Current Assets have increased by £21.597million. Short Term Investments have increased by £4.987million meaning that the Council held more in banks and building societies at the end of 2020/21 compared to 2019/20.

**Borrowing Liability** - The Council borrows and lends money on a daily basis in order to finance its operations. During 2020/21 the Council did not undertake any additional external borrowing.

The Council's loans portfolio has decreased to £85.959million due to repayment of loans.

**Pension Liability** - Mansfield District Council is a Member of the Nottinghamshire County Council pension fund and the assets and liabilities of the fund attributable to the Council are evaluated on an annual basis by an independent actuary. The Council's Pensions Liability as assessed by the Actuary shows an increase in the net liability in year from £109.327million in 2019/20 to £135.645million. An adjustment of £26.318million is therefore reflected in the accounts. (Further information relating to the Pension Scheme is provided in Note 42).

**Net Assets** - The net assets of the Council (assets less liabilities) have decreased by £28.955million during the year to 31 March 2021, from £210.918million to £191.963million, for the reasons as set out above.

**Reserves** – are split between usable and unusable:

- **Usable reserves** – those the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt).
- **Unusable reserves** - those that the Council is not able to use to provide services. This category includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences in accordance with Statutory Accounting Adjustments between accounting basis and funding basis under regulations.

**Summary of General Fund and Housing Revenue Account Usable Reserves:**

**General Fund Revenue Reserves** are at a level which provides a stable platform to enable quality services to be delivered in future years. At the end of the 2020/21 financial year, the General Fund made a surplus of £1.035million, however this was transferred to earmarked reserves.

The 2020/21 Budget Report (as approved by full Council on 22 January 2020) recommended that the minimum level of General Fund Balances should be set at £2.100million; at the end of the 2020/21 financial year, General Fund Balances were £247,000 above the approved minimum level set.

**Housing Revenue Account Reserves** are healthy. However, the Council faces an ongoing need to identify resources to ensure balanced budgets in the future, as well as meeting its obligation to deliver the Decent Homes and Mansfield Standard Programme. The Council also needs to make sure that sufficient resources are available to repay the HRA loans as scheduled in the HRA Business plan.

The Housing Revenue Account reserves have decreased by £872,000 from £28.538million at the end of 2019/20 to £27.666million at the end of 2020/21. These reserves are split between resources which have been set aside for future planned expenditure (allocated) and balances which are unallocated. This is summarised in Table 6 below:

Table 6

Housing Revenue Account Reserves	£000
Balance at 1st April 2020	28,538
Surplus/ Deficit 2020/21 Outturn	3
Transfer to/from reserves	-875
Balance at 31st March 2021	27,666
Existing and new allocated balances	25,916
Unallocated balances at 31 March 2021	1,750
<b>Total</b>	<b>27,666</b>

From the table above this leaves an initial unallocated balance of £1.750million. Some of the allocated amounts have been utilised during 2020/21 to meet planned expenditure and further amounts have been set aside to be used during 2021/22.

Table 7 below shows the allocated balances in the Housing Revenue Account which total £25.9million:

Table 7

<b>Summary of Allocated Reserves in HRA Balances</b>		<b>£000</b>
To repay future borrowing HRA loans		17,755
New Build Reserve		7,432
Grant Carry Forwards		330
Redundancy Reserve		399
<b>Total</b>		<b>25,916</b>

## 6. LOOKING FORWARD:

The Council remains susceptible to, but vigilant of the external risks posed by the turbulent and unpredictable economic climate and the inevitable reduction in Central Government grant funding. The Council is required by statute to produce a balanced budget at the start of each financial year so that expenditure does not exceed anticipated income and measures are already in place to deliver a balanced budget for 2021/22. However, the Council will continue to monitor the external environment and develop strategies to counter the effects of changes to the wider economy in a timely and effective manner.

### The Medium Term Financial Strategy

The Medium Term Financial Strategy (MTFS) supports Council's priorities communicated in its Corporate Plan and identifies its financial implications. It shows the approach the Council will take in order to deliver its services and priorities within its financial constraints and in doing so, how it will look to provide value for money.

The Council's Strategy for meeting the future projected budget deficit will include:

- Delivering the Council's Transformational Programme, which will assess whether the Council services still need to be provided and at what level, and also the best delivery model for that service.
- Identifying opportunities for shared services and joint working with other Local Authorities and partners.
- Cross cutting service reviews, looking at where generic budgets can be brought together to deliver efficiencies of scale through procurement opportunities.
- Look for new opportunities to generate income and increase existing sources of income.
- Investment in Information and Communication Technology (ICT) to improve the existing infrastructure of the Council, where efficiency gains could be achieved.
- Review of operational assets to reduce the number and cost of poor performing assets to the Council, identify the ones for joint working with other public bodies.
- Review of the current level of balances, reserves and provisions to ensure that resources are still needed and are at an appropriate level required to meet future liabilities.

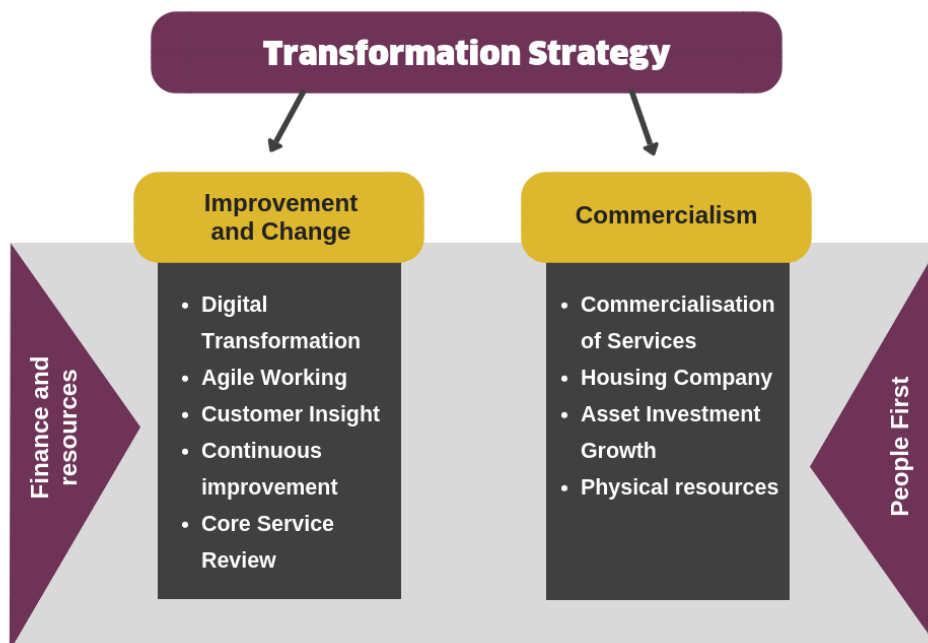
### Transformation Strategy

Mansfield District Council is an ambitious Council committed to continuous improvement and the delivery of better outcomes for its customers, partners, employees and Members. To demonstrate its commitment, and support the effective delivery of its Corporate priorities and

key themes (Growth, Aspiration, Wellbeing and Place) detailed in our strategy ‘Making Mansfield – Towards 2030’, the Council developed a Transformation Strategy – ‘Building a 21st Century Local Authority – Our Pathway to Success’ first adopted in September 2017.

The Council recognises that the future for local government is one of significant change. The Council needs to react to this quickly and positively, and to do so successfully will require a real shift in focus. In the past our response to change in funding and service demand has been delivered year-on-year. This incremental approach has resulted in a great deal of success but in a fast changing world in which we now operate, is no longer considered to be sustainable.

The Council’s Transformation Strategy is based on two specific themes– ‘Improvement & Change’ and ‘Commercialism’ – with two cross-cutting themes – ‘People First’ and ‘Finance & Resources’. and this is illustrated visually below:



The financial challenge faced by the Council is set against a background of government grant reduction and recovery from a period of recession and low economic growth. This is compounded by significant uncertainty in relation to the economic impact of Covid-19 and the resultant lockdowns that have taken place in 2020/21, as well as the impact this could have on future growth and jobs, nationally and locally.

The Council is committed to delivering high quality services for its residents and to make Mansfield and the district a place where people want to live and do business. The Transformation Plan sets out the approach to be taken to achieve this against this financial and economic background.

**General Fund Budget Pressures:**

The 2021/22 to 2023/24 budget report, presented to Council on 27 January 2021 shows deficits for the 2022/23 financial year onwards, rising from £1.422million in 2022/23 to £1.209million by 2023/24.

The main pressures facing the Council's General Fund budget over the medium term include:

### **Covid-19**

As discussed on P16-17, the pandemic hit at the end of the 2019/20 financial year and carried on for the entirety of the 2020/21 financial year. Mansfield District Council has diverted many of its resources to helping our communities throughout the pandemic. However, this has impacted upon our expected levels of income, as many income-generating services such as leisure centres have been closed, or subject to social distancing rules which restrict the level of income receivable. The Council has received non-ringfenced grant from Central Government to assist with the economic impact of the pandemic, as well as compensation for lost Sales, Fees & Charges income compared to that which was budgeted. As the pandemic continues into 2021/22, this support has also continued for the first quarter of the year, however, whether any additional support will be provided later in the year remains to be seen.

### **Reduced Government Grants**

Since 2010/11 the Council has seen its Government Grant funding reduce significantly, as Central Government attempt to reduce the National deficit. By 2020/21 Government Grant funding to the Council will have reduced by 62%. Mansfield District Council did not expect to receive any non-ring fenced government grant for 2021/22, however, this has been continued for another financial year as the Covid-19 pandemic has meant that reforms to Business Rates have been delayed.

### **Business Rates**

It was Central Government's intention that from 2021/22, Local Authorities will no longer receive the Revenue Support Grant (RSG) element of its Government Grant; instead Local Authorities will be able to retain 100% of the Business rates that it collects. However, this has now been delayed until the 2022/23 financial year due to the Covid-19 pandemic. How this will work in principle has not yet been communicated to Local Authorities. However, early speculation is that the risks of collecting Business Rates (that is, when businesses don't pay) will also transfer to Local Authorities, making it more difficult for them to budget; as income collected will not be guaranteed (as it currently is through its Government Grant).

### **Reduced income**

Since the economic downturn of 2008/09 the Council has seen significant reductions in the level of income it has achieved through fees and charges as a result of reduced demand for services, such as planning and building control, commercial, retail and industrial development property rents. Income levels in the last couple of years have started to show positive recovery. However, income levels from services such as leisure centres and the Palace Theatre have been greatly reduced during 2020/21, as the Covid-19 pandemic and subsequent lockdown restrictions have meant that no income has been received for these facilities as they have been closed for much of the financial year. The third lockdown has started to lift in April 2021, however, with social distancing still in place, it will take some time before income levels return to pre-pandemic levels. The reduction in the Bank of England base rate, which is at a historically low rate to try to stimulate the economy during Covid-19, has also resulted in lower levels of return on money held for investment in banks and building societies.

### **Increased demand**

As a result of the economic downturn, demand for certain Council services has increased; such as housing and benefit support, which has put pressure on budget resources.

### **Welfare Reforms**

The Government's changes to welfare reform including universal credit are likely to have an impact in relation to potential bad debt of Council Tax and Housing rents.

## 7. GOVERNANCE

Mansfield District Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for and used economically, efficiently and effectively. Mansfield District Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, Mansfield District Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk.

Mansfield District Council has approved and adopted a code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Framework *Delivering Good Governance in Local Government 2016 Edition*.

The Draft Annual Governance Statement (AGS) which accompanies this Annual Statement of Accounts, please see pages 140 to 155, concludes that during the 2020/21 financial year, no significant governance issues were identified. The AGS contains the Corporate Governance Action Plan relating to 2020/21 which identifies actions required to deliver the improvements identified from the reviews carried out during the year concerning the effectiveness of the Council's governance arrangements; this can be found at Table 2 (within the AGS).

## 8. RISK AND OPPORTUNITY MANAGEMENT

Mansfield District Council defines risk as:

**“The threat that an event or action will adversely affect the Council’s ability to achieve its priorities; successfully deliver its approved strategies, perform its duties or meet the expectation of its Stakeholders.”**

Conversely, an opportunity will enhance the Council's ability to achieve and effectively deliver.

The Council recognises that it has a responsibility to identify, evaluate and manage risks whilst still creating a fertile climate for innovation. It therefore supports a structured approach through the implementation of its Corporate Risk and Opportunity Management Strategy with an annual report on its effectiveness to the Governance & Ethics Committee.

The Council seeks to embed risk and opportunity management into its culture and throughout all processes, projects and decision making. In implementing this, it is the corporate policy of the Council to:

- Ensure that risk and opportunities are formally considered as part of all decision making process and projects
- Identify, measure and control those activities which have or may give rise to significant risks to the Council
- Identify, measure and enable those activities which have been identified as potential opportunities to be maximised
- To consider, where appropriate insurance for those risks which cannot be avoided or reduced further where this is economically attractive or viable
- Ensure that strategic and operational risk and opportunity registers are developed, maintained and reviewed

- Deliver effective officer and member scrutiny of risk and opportunity management
- To fully implement the Council's corporate risk and opportunity management strategy

Risk and opportunity management is embedded within the daily operations of the Council, from strategy to policy formulation through to business planning, project management and general management practices. It is also applied where the Council works in partnership with other organisations.

The Council has a Risk and Opportunity Monitoring Group which has defined terms of reference to monitor the effective delivery of the Council's Corporate Risk and Opportunity Management Strategy across the authority. In addition the Council's Governance & Ethics Committee is responsible for monitoring the effective development and operation of risk and opportunity management.

The main risks identified within the Council's strategic risk and opportunities register have been listed below along with the current risk level and the key controls that have been put in place to mitigate those risks:

Mansfield District Council – Statement of Accounts 2020/21

Strategic Risk	Current Risk Level	Key Controls
Insufficient funds to deliver statutory services	Low	<ul style="list-style-type: none"> <li>• Robust budget setting process</li> <li>• Robust management and monitoring process for significant income streams and areas of expenditure</li> <li>• Compliance with Financial Regulations, Procurement procedures and other relevant guidance and procedures</li> <li>• Maintaining an adequate level of reserves</li> </ul>
Failure to deliver the expected outcomes from projects requiring a key decision	Low	<ul style="list-style-type: none"> <li>• Approved business case</li> <li>• Effective project management procedures which are proportionate to risk and include identification of significant grant conditions/ project risks</li> <li>• Effective monitoring of key projects with update reports to Corporate Risk Group</li> <li>• Sharing lessons learnt from projects through reports to Corporate Risk Group</li> </ul>
Non-Compliance with procurement practices	Medium	<ul style="list-style-type: none"> <li>• Up to date procurement strategy/procedures and guidance effective communication and training</li> <li>• Effective communication and training on procurement procedures and rules</li> <li>• Effective monitoring process to ensure compliance with relevant procedures and guidance</li> <li>• Adequate level of professional procurement expertise available and fully utilised eg data analysis</li> <li>• Up to date contract management procedures in place</li> <li>• Effective communication and training on contact management procedures</li> </ul>
Ineffective management of Council buildings	Medium	<ul style="list-style-type: none"> <li>• Up to date and accurate records maintained</li> <li>• Up to date PPW programme in place</li> <li>• Effective delivery of the PPW programme</li> <li>• Compliance with statutory requirements by delivering actions identified from condition surveys</li> </ul>
Failure to deliver the expected outcomes in the Transformation Strategy	Medium	<ul style="list-style-type: none"> <li>• Effective financial monitoring and robust governance arrangements and processes</li> <li>• Proactive establishment and vacancy management</li> <li>• Drive savings through service redesign</li> <li>• Explore new ways of working to maximise efficiency</li> <li>• Effective deployment of technology</li> <li>• Maintain existing service contracts and explore new commercial contracts</li> </ul>

Mansfield District Council – Statement of Accounts 2020/21

Strategic Risk	Current Risk Level	Key Controls
Non-compliance with legislation or ineffective Governance leading to challenge	Medium	<ul style="list-style-type: none"> <li>• Expertise and knowledge of relevant legislation in place in all areas</li> <li>• Completion of mandatory returns in accordance with legal requirements for example annual accounts, VAT returns and Annual Governance Statement</li> <li>• Inclusion of relevant professionals in and adherence to the decision making process</li> <li>• Compliance with internal policies and procedures to ensure compliance with legislation and demonstrate effective governance for example Constitution, Financials Regulations and Contract procedure rules</li> </ul>
Not effectively meeting responsibilities for safeguarding vulnerable children and adults	Low	<ul style="list-style-type: none"> <li>• Up to date safeguarding policy and procedures in place supported by effective communication and training</li> <li>• Effective monitoring process to ensure compliance with policies and procedures</li> <li>• Effective processes and procedures for reporting, collecting and sharing data with a focus on outcomes</li> <li>• Learn lessons from and implement recommendations from Serious Case Reviews</li> </ul>
Failure to deliver services due to inadequate management and planning of the workforce	Medium	<ul style="list-style-type: none"> <li>• Effective delivery of the people strategy</li> <li>• Pay and benefits to retain and attract</li> <li>• Adequately skilled and digitally aware work force</li> <li>• Good reputation of the Council as an employer</li> <li>• Effective workforce development programme</li> </ul>
Failure to deliver services due to lack of effective business continuity arrangements	Medium	<ul style="list-style-type: none"> <li>• Regular review and audit of the Disaster Recovery Plan and delivery of required training</li> <li>• Access to relevant personnel in accordance with the service out of hours rotas</li> <li>• Effective monitoring arrangements by the Resilience Board</li> <li>• Compliance with business continuity arrangements and approved system with provision of advice to small business</li> </ul>
Failure to provide and effective Council response to an emergency situation	Low	<ul style="list-style-type: none"> <li>• Compliance with the Civil Contingencies Act Seven Statutory Duties</li> <li>• Regular review and testing of Emergency Plan and delivery of required training</li> <li>• Robust partnership arrangements with other organisations to share information, knowledge, resources and joint planning to ensure consistent approach</li> <li>• Effective monitoring of emergency planning through the Council's Resilience Board</li> <li>• Access to relevant personnel out of hours in accordance with the emergency rota</li> </ul>

Mansfield District Council – Statement of Accounts 2020/21

Strategic Risk	Current Risk Level	Key Controls
Ineffective data management and security leading to a data breach	Low	<ul style="list-style-type: none"> <li>Up to date policies and procedures on use of personal data and breach management, records management and ICT protocols</li> <li>Effective training on above policies and procedures</li> <li>Effective monitoring process to ensure compliance with above policies and procedures</li> <li>Effective monitoring of the information asset register to ensure it is kept up to date</li> </ul>
Ineffective governance of commercial property investments	Medium	<ul style="list-style-type: none"> <li>Appointment of external specialist consultants to advise on commercial property acquisitions and management</li> <li>Compliance with the Council's investment strategy</li> <li>Compliance with commercial property investment procedures and guidance</li> <li>Regular meeting of Asset Acquisition Board including performance updates</li> <li>Effective estate management of commercial property investments</li> </ul>
Adverse impact on service delivery due to Brexit	Low	<ul style="list-style-type: none"> <li>Risk schedule has been produced</li> <li>Mitigation plan has been agreed and monitored</li> <li>Effective communication with all key stakeholders</li> <li>Regular meetings of Brexit working group</li> </ul>

Strategic Opportunity	Current Risk Level	Key Controls
More efficient and effective services through increased collaborative working and better use of resources with partners	Medium	<ul style="list-style-type: none"> <li>Organisational understanding, support and buy in to the principles of collaborative working</li> <li>Correct governance structure and SLCs in place</li> <li>Shared understanding and collaborative delivery</li> <li>Effective performance management framework</li> <li>Effective communication and engagement strategies</li> </ul>
Data driven insight in order to develop more customer focussed services	Medium	<ul style="list-style-type: none"> <li>Accessible data</li> <li>Effective system in place to enable data analysis</li> <li>To take appropriate action resulting from data analysis outcomes</li> </ul>

## 9. EXPLANATION OF THE FINANCIAL STATEMENTS

This Statement of Accounts for the year ended 31 March 2021 has been prepared and published in accordance with the Code of Practice on Local Authority Accounting 2020/21, issued by the Chartered Institute of Public Finance and Accountancy, and the Accounts and Audit Regulations 2015. The Statements required by the Code comprise of core and supplementary statements, together with disclosure notes. The style and format of the accounts complies with the local authority accounting standards. The Council continues to review the content of the accounts and remove unnecessary detail in an effort to “de-clutter” the accounts as recommended by CIPFA and our external auditors.

### **The Core Financials Statements are:**

#### **Comprehensive Income and Expenditure Statement (CIES)**

This records all of the Council's income and expenditure for the year. It includes the amounts spent not only on local taxpayer services but also local rent payer services. The top half of the statement provides analysis by portfolio holder. The bottom half of the statement deals with the corporate transactions and funding.

#### **Movement in Reserves Statement (MiRS)**

This is a summary of the movement in year on the different reserves held by the Council, analysed into “usable” those which can be invested in capital projects or service improvements and “unusable” which relate to gains and losses and statutory adjustment accounts which must be set aside for specific purposes.

#### **Balance Sheet**

The Balance Sheet is a “snapshot” of the financial position of the Council. It shows the assets, liabilities, cash balances and reserves at the year-end date.

#### **Cash Flow Statement**

This statement shows the reasons for the changes in the Council's cash balances during the year and whether that change is due to operating activities, new investment or financing activities (such as repayment of borrowing and other long term liabilities).

### **The Supplementary Financial Statements are:**

#### **Housing Revenue Account (HRA)**

This shows separately the revenue expenditure incurred in the provision, management and maintenance of the Council's housing stock and demonstrates how this has been met by rents, service charges and other income.

#### **The Collection Fund**

This details all monies due from Council Tax and Non Domestic Rate payers and payments made to the County Council, Police and Fire Authorities and the District Council. A proportion of Non Domestic Rates is paid to central government and the remainder is paid into a County Pool and redistributed to Pool members.

#### **Group Accounts**

The Council is the sole shareholder in Mansfield Homes Ltd which is a development company set up to build new homes in the Mansfield district to meet the demands in the draft Local plan. Group Accounts show the consolidated position of the Group entity of Mansfield District Council and Mansfield Homes.

### **Annual Governance Statement**

This sets out the Council’s governance structures and its key internal controls.

### **Other Key Sections:**

#### **Statement of Responsibilities**

This sets out the respective responsibilities of the Council and the Chief Financial Officer.

#### **Accounting Policies**

These explain the treatment and basis of the figures in the accounts in accordance with proper accounting practices.

#### **The Expenditure and Funding Analysis (EFA)**

This shows how annual expenditure is used and funded from resources by the Council in comparison with how those resources are consumed or earned by the Council. It also shows how this expenditure is allocated for decision making purposes between the council’s portfolio holders.

#### **Notes to the Financial Statements**

These expand on important points shown in the core financial statements and provide additional information.

#### **Glossary of Terms and Abbreviations**

Key terms used throughout this document are explained further within these pages.

### **Further information**

If you require any further information concerning the Council’s Accounts please contact:

Head of Finance,  
Mansfield District Council,  
The Civic Centre,  
Chesterfield Road South,  
Mansfield,  
Nottinghamshire,  
NG19 7BH.

Telephone 01623 463463 or by email: [ASaccountancy@mansfield.gov.uk](mailto:ASaccountancy@mansfield.gov.uk)

## **THE STATEMENT OF RESPONSIBILITY FOR THE STATEMENT OF ACCOUNTS**

### **1. CHIEF FINANCIAL OFFICER'S RESPONSIBILITIES**

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

In preparing this Statement of Accounts, the Head of Finance has:

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


The Head of Finance has also:

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

### **CERTIFICATE**

*I certify that the Statement of Accounts 2020/21 presents a true and fair view of the Council's financial position and income and expenditure for the year ended 31 March 2021.*

**Signed:**



**D. Edwards CPFA**  
Head of Finance

**Date:** 18 June 2021

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### **2. COUNCIL'S RESPONSIBILITIES**

The 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. At Mansfield District Council, that officer is the Head of Finance
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets
- Approve the Statement of Accounts

## STATEMENT OF ACCOUNTING POLICIES

### STATEMENT OF ACCOUNTING POLICIES

#### 1. General Principles

The Statement of Accounts summarises the Council's transactions for the 2020/21 financial year and its position at the year-end of 31 March 2021.

The Council is required to prepare an annual Statement of Accounts under the Accounts and Audit Regulations 2015. These Regulations require the Statement of Accounts to be prepared in accordance with proper accounting practices. These practices under Section 21 of the 2003 Act primarily comprise the *Code of Practice on Local Authority Accounting in the United Kingdom 2020/21*, supported by International Financial Reporting Standards (IFRS)

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

#### 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. For material items 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 on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where income or expenditure has been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

#### Creditors

- Payments to creditors are included in the accounts where the payment relates to goods and/or services received prior to 1 April 2021. Any payments in advance (before 1 April 2021), which relate to the 2021/22 financial year are shown as prepayments.
- Exceptions to this include utilities, such as electricity and similar periodic payments, such as rents. Utility costs are included at the date of meter readings rather than apportioned between two financial years. Rental costs are included in the accounts based on the date the invoice is due for payment. This policy is consistently applied each year and therefore does not have a material effect on the accounts.

#### Debtors

- Income from debtors is included in the accounts where the income relates to goods and/or services provided by the Council prior to 31 March 2021. Any income received

before 1 April 2021, which relates to the 2021/22 financial year is shown as receipts in advance.

- An exception to this relates to rent due for retail, commercial and industrial premises where rent is due at the quarter date in March. This policy is consistently applied each year and therefore does not have a material effect on the accounts.

### **3. Cash and Cash Equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature overnight 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.

### **4. 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; that is, 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.

### **5. Charges to Revenue for Non-Current Assets**

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

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

The Council is not required to raise Council Tax to cover depreciation, revaluation and impairment losses or amortisations. 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 known as the Minimum Revenue Provision (MRP). The Council's MRP policy is:

- For supported borrowing the regulatory method is used and;
- From 2015/2016 for all other assets acquired through unsupported borrowing, except for commercial property investments, the MRP is based on the depreciation method. Prior to 2015/2016 the method used to calculate the MRP was based on the asset life method. Depreciation, revaluation and impairment losses and amortisations are

therefore replaced by the contribution in the General Fund Balance as MRP by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

- For commercial property investments purchased using unsupported borrowing, MRP is based on the Future Cash Flow / Impairment Method, as per the 2019/20 MRP Policy Statement which was approved by full Council on 5 March 2019.

## **6. Council Tax and Non-Domestic Rates (NDR) (England)**

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

### **Accounting for Council Tax and NDR**

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

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

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

## **7. 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, paid sick leave and bonuses for current employees. These are recognised as an expense for services in the year in which employees render service to the Council.

An accrual is made for the cost of holiday entitlements (or any form of leave, for example, time off in lieu) earned by employees but not taken before the year end which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in the following financial year, being the period in which the employee takes the benefit.

The accrual is charged to surplus/deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

### Termination Benefits

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

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund Balance to be charged with the amount payable by the Council to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pension 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 Nottinghamshire County Council. The scheme provides defined benefits to Members (retirement lump sums and pensions) earned as employees worked for the Council.

### The Local Government Pension Scheme

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

- The liabilities of the Nottinghamshire County Council pension fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method, that is an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions made, for example mortality rates and employee turnover rates, and projections of earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate that reflects the time value of money and the characteristics of the liability.
- The assets of the Nottinghamshire County Council Pension Fund attributable to the Council are included in the Balance Sheet at their fair value:

Asset Category	Basis of Valuation
Quoted Securities	Current bid price
Unquoted Securities	Professional estimate
Property	Market value
Unitised Securities	Current bid price

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

### Service cost comprising:

- Current Service Cost - The increase in liabilities as a result of years of service earned this year; allocated in the Comprehensive Income and Expenditure Statement to the revenue accounts of services for which the employees worked.
- Past Service Cost - The increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years; debited to

the Net Cost of Service in the Comprehensive Income and Expenditure Statement, as part of non-distributed costs.

- Net interest on the net defined benefit liability (asset); ie net interest expense for the Council, the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line in 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 liability (asset) at the beginning of the period, taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.

**Re-measurement comprising:**

- The return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- Contributions paid to the Nottinghamshire County Council pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund Balance to be charged with the amount payable by the Council to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards.

In the Movement in Reserves Statement, this means that there are transfers to and from the Pension 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 Pension 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 the 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.

**8. Events after the Reporting Period**

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

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

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

## 9. Financial Instruments

### Financial Liabilities

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

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

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

### Financial Assets

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

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

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

### Financial Assets Measured at Amortised Cost

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

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

### **Expected Credit Loss Model**

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

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

### **Financial Assets Measured at Fair Value through Profit or Loss**

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

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

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

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

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

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

## **10. Government Grants and Contributions**

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

- the Council will comply with the conditions attached to the payments, and
- the grant 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 contributions have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset in the form of the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the giver.

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

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

## **11. Business Improvement Districts (BID)**

A business improvement district (BID) scheme applies across the whole of the authority. The scheme is funded by a BID levy paid by non-domestic ratepayers. The Council acts as principal under the scheme, and accounts for income received and expenditure incurred (including contributions to the BID project) within the relevant services within the comprehensive income and expenditure statement.

## **12. Heritage Assets**

Heritage Assets are those that have historical, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution towards increasing the knowledge, understanding and appreciation of the Council's history and local area.

The assets are recognised at cost where valuations are readily available. In a number of instances the Council does not consider that reliable cost or valuation information can be obtained due to a lack of comparable market values or that valuations would involve a disproportionate cost in comparison to the benefits to users of the financial statements. In these instances the Council does not recognise these assets on the balance sheet.

Future acquisitions will be recognised at cost or if bequeathed or donated will not be recognised in the Balance Sheet unless market valuations can be obtained through the sale of similar items at auction.

The carrying amounts of heritage assets are reviewed where there is evidence of impairment for heritage assets, for example where an item has suffered physical deterioration or breakage or where doubts arise to its authenticity. Any impairment is recognised and measured in accordance with the Council's general policies on impairment. Where heritage assets are disposed of the proceeds are accounted for in accordance with the Council's general provisions relating to the disposal of property, plant and equipment.

Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts.

## **13. 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 (for example, software licences and patents) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Council.

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

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Council can be determined by reference to an active market. 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.

#### **14. Interests in companies and Other Entities**

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

Where interested in companies and other entities are not material, these are not consolidated into the Council's group accounts.

#### **15. Inventories and Long-term Contracts**

Inventories are included in the Balance Sheet at the lower of cost and net realisable value. Work in progress is subjected to an interim valuation at the year end and is also recorded in the Balance Sheet at the lower of cost or net realisable value.

Long term contracts are accounted for on the basis of charging the surplus or deficit on the provision of services with the value of work and services received under the contract during the financial year.

#### **16. Investment Property**

Investment properties are those that are used solely to earn rentals and/or 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 by the Council or is held for sale.

Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are re-valued annually according to market conditions. 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 in the Movement in Reserve Statement and posted to the Capital Adjustment Account and the Capital Receipts Reserve.

## 17. Joint Operations

Joint operations are arrangements where the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities relating to the arrangement. The activities undertaken by the Council in conjunction with the other joint operators involve the use of the assets and resources of those joint operators.

Mansfield and District Crematorium is recognised as a Joint arrangement between Mansfield District Council, Ashfield District Council and Newark and Sherwood District Council. The Council accounts directly for its share of the assets, liabilities, income, expenditure and cash flows held arising from the operations of the Crematorium.

## 18. Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.

Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

### The Council as a 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.

Lease payments are apportioned between:

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

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

The Council is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation, revaluation and impairment losses are therefore substituted by a revenue contribution to 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 benefiting 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 (for example there is a rent-free period at the commencement of the lease).

#### **The Council as Lessor:**

##### **Finance Leases**

Where the Council grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, 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. A gain, representing the Council's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (that is netted off against the carrying value of the asset at the time of disposal), matched by a lease (long-term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property – applied to write down the lease debtor (together with any premiums received), and
- finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement)

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement. When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

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 therefore appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

##### **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 (for example, where 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.

## 19. Overheads and Support Services

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

## 20. Property, Plant and Equipment

Assets that have a 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. Acquisitions of assets which are less than £10,000 (the Council's de minimus level) are charged straight to the Comprehensive Income and Expenditure Statement.

### 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 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 (for example, repairs and maintenance) is charged to as an expense when it is incurred.

### Measurement

Assets are initially measured at cost comprising:

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

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

Assets are then carried on the Balance Sheet on the following measurement basis:

Asset Category	Basis of Valuation
Council Dwellings	Current value determined using the basis of existing use value for social housing (EUV-SH)
Other Land and Buildings	Current value determined as the amount that would be paid for the asset in its existing use (existing use value – EUV) except where there is no market where depreciated replacement cost is used as an estimate of current value.
Infrastructure, Community assets and assets under construction	Depreciated historical cost
Vehicles, plant and equipment	The lower of net current replacement cost or net realisable value in existing use
Surplus Assets	Fair value estimated at highest and best use from a market participants perspective
Assets acquired for other than a cash consideration	Appropriate fair value

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

Where non-property assets that 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. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Surplus or Deficit on the Provision of Services where they arise from the reversal of an impairment loss previously charged to a service revenue account.

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 the 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 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:

- a) 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 this balance (up to the amount of the accumulated gains), or
- b) 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 applied to 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 (that is, freehold land and certain community assets) and assets that are not yet available for use (that is, assets under construction)

Depreciation is calculated on a 'straight line' basis over their useful life as determined by the Council's valuers, as set out below, unless further information has been received:

	<b>Asset life</b>
HRA dwellings	30 years
Non HRA dwelling	21 years
Workshops	20-50 years
Community centres	50-99 years
Vehicles and plant	2-10 years
Other	99 years

Land is not depreciated as this is deemed as having an infinite life. Where assets, such as buildings, have land attached the values are separated and depreciated accordingly. Where an item of property, plant and equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately.

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

### **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.

### **Disposals**

Assets that are abandoned or scrapped are not classified 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 (that is, netted off against the carrying value of the asset at the time of disposal) Any revaluation gains in the Revaluation Reserve are transferred to the Capital Adjustment Account.

### **Receipts Arising from the Sale of Fixed Assets**

Amounts received for a disposal of an asset in excess of £10,000 (the Council's de-minimus level) are categorised as capital receipts. A proportion of capital receipts relating to housing disposals is payable to the government. The balance of receipts remains within the Capital Receipts Reserve, and can then only be used for new capital investment, or set aside to reduce the Council's underlying need to borrow (the capital financing requirement). Receipts are

appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

## **21. Provisions, Contingent Liabilities and Contingent Assets**

### **Provisions**

Provisions are made where an event has taken place that gives the Council a legal or constructive obligation that probably requires settlement by a transfer of economic benefit 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 when the Council has an 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 the financial year, where it becomes less than probable that a transfer of economic benefit will now be required (or a lower settlement than anticipated is made) the provision is reversed and credited back to the relevant service revenue.

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

### **Contingent Liabilities**

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

Contingent liabilities are not recognised in the Balance Sheet but disclosed in the notes to the Accounts.

### **Contingent Assets**

A contingent asset arises where an event has taken place that gives the Council a possible asset whose existence will only be confirmed by the occurrence of uncertain future events not wholly within the control of the Council.

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

## **22. Reserves**

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

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

## **23. Revenue Expenditure Funded from Capital Under Statute**

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year.

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

## **24. 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.

## **25. Fair Value Measurement**

The Council measures some of its non-financial assets such as surplus assets and investment properties and some of its financial instruments at fair value at each reporting date. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

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

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

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

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

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

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

## 26. Exceptional Items

When items of income and expenditure are material, their nature is disclosed separately, on the face of the Comprehensive Income and Expenditure statement and in the relevant Note to the accounts, depending on how significant the items are to an understanding of the Council's financial performance.

## 27. Fundamental Accounting Concepts

This Statement of Accounts has been prepared according with the International Accounting Standards Board (IASB) Framework for the Preparation and Presentation of Financial Statements (the IASB Framework) as interpreted by the Code.

**Relevance** - The objective of the Statement of Accounts is to provide information about the Council's financial performance and position that is useful for assessing the stewardship of public funds and for making economic decisions.

**Reliability** - The key requirement of this statement is that users are able to rely on the information contained within the Statement of Accounts. A number of fundamental accounting concepts are applied in order to ensure this reliability:

- the Statement of Accounts have been prepared to reflect the reality or substance of each transaction rather than their formal legal character
- the Statement of Accounts is free from deliberate or systematic bias. The financial analyses contained within the accounts are based on fact, and do not support any particular view point
- the Statement of Accounts are free from material error, containing no misstatement that would influence the conclusions of any user
- the Statement of Accounts have been produced within the bounds of materiality, meaning that nothing has been omitted that may have assisted users in gaining an understanding of the Council's activities

Where uncertainty exists, the statements have been prepared prudently and caution has been applied with exercising judgement and making necessary estimates.

This is an important mechanism for ensuring the usefulness of financial information and is an essential element of the best value accounting framework. The Code assists comparability in many areas by making particular accounting policies mandatory.

**Understandability** - The accounting principles of the Code includes accounting concepts, treatments and terminology which require reasonable knowledge of accounting and local government and reasonable diligence in reading the Statement of Accounts if they are to be properly understood. However all reasonable efforts have been taken in the preparation of the Statement of Accounts to ensure they are as easy to understand as possible.

**Going Concern** - This statement has been prepared on a '**going concern**' basis, under the assumption that the Council will continue to exist and operate on its current basis for the foreseeable future.

**Primacy of Legislative Requirements** - Local council's derive their powers from statute and their financial and accounting framework is closely controlled by primary and secondary legislation. To the extent that treatments are prescribed by law the accounting concepts outlined above may not apply in all cases. It is a fundamental principle of local authority accounting that, where specific legislative requirements and accounting principles conflict, legislative requirements shall apply.

# **THE CORE FINANCIAL STATEMENTS**

**COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT (CIES)**

The Comprehensive Income and Expenditure (CIES) 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 (or rents). Authorities raise taxation (and rents) 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 (EFA) and the Movement in Reserves Statement (MiRS).

2019/20			Head of Service	Note	2020/21		
Gross Expenditure	Gross Income	Net Expenditure			Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000	
29,676	-27,643	2,033	Head of Finance	7	33,959	-31,653	2,306
6,592	-1,822	4,770	Head of Health & Communities	7	5,646	-1,538	4,108
2,482	-464	2,018	Head of Housing	7	1,616	-183	1,433
3,328	-441	2,887	Head of Law & Governance	7	2,845	-61	2,784
12,259	-5,398	6,861	Head of Neighbourhood Services	7	11,834	-2,957	8,877
3,665	-511	3,154	Head of People & Transformation	7	3,529	-470	3,059
4,666	-4,883	-217	Head of Planning & Regeneration	7	5,581	-4,388	1,193
23,258	-28,153	-4,895	Housing Revenue Account	7	20,045	-27,786	-7,741
<b>85,926</b>	<b>-69,315</b>	<b>16,611</b>	<b>Cost of Services</b>		<b>85,055</b>	<b>-69,036</b>	<b>16,019</b>
		644	Other Operating Expenditure	10			187
		6,318	Financing and Investment Income and Expenditure	11			11,415
		-13,493	Taxation and Non-Specific Grant Income	12			-19,510
		<b>10,080</b>	<b>(-) Surplus / Deficit on Provision of Services</b>				<b>8,111</b>
		-15,454	(-) Surplus / Deficit on revaluation of non-current assets	26			-14,420
		-2,146	Re-measurement on Pension assets and liabilities	26			25,273
		-34	Other Income				-10
		<b>-17,634</b>	<b>Other Comprehensive Income and Expenditure</b>				<b>10,843</b>
		<b>-7,554</b>	<b>Total Comprehensive Income and Expenditure</b>				<b>18,954</b>

**MOVEMENT IN RESERVES STATEMENT (MIRS)**

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

<b>2020/21</b>	<b>General Fund Balance</b>	<b>Housing Revenue Account</b>	<b>Capital Receipts Reserve</b>	<b>Major Repairs Reserve</b>	<b>Capital Grants Unapplied Account</b>	<b>Total Usable Reserves</b>	<b>Unusable Reserves</b>	<b>Council's Total Reserves</b>
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2020 brought forward</b>	<b>16,498</b>	<b>28,538</b>	<b>7,766</b>	<b>16,347</b>	<b>3,644</b>	<b>72,793</b>	<b>138,127</b>	<b>210,918</b>
<b>Movement in reserves during 2020/21:</b>								
Total Comprehensive Income and Expenditure	-10,409	2,298	0	0	0	-8,111	-10,843	-18,954
Adjustments between accounting basis and funding basis under regulations (see Note 8)	20,717	-3,170	353	1,873	2,174	21,947	-21,947	0
<b>Increase or (-)Decrease in 2020/21</b>	<b>10,308</b>	<b>-872</b>	<b>353</b>	<b>1,873</b>	<b>2,174</b>	<b>13,836</b>	<b>-32,790</b>	<b>-18,954</b>
<b>Balance at 31 March 2021 carried forward</b>	<b>26,806</b>	<b>27,666</b>	<b>8,119</b>	<b>18,220</b>	<b>5,818</b>	<b>86,629</b>	<b>105,337</b>	<b>191,963</b>

*Movement in Reserves Statement Continued*

<b>2019/20</b>	<b>General Fund Balance</b>	<b>Housing Revenue Account</b>	<b>Capital Receipts Reserve</b>	<b>Major Repairs Reserve</b>	<b>Capital Grants Unapplied Account</b>	<b>Total Usable Reserves</b>	<b>Unusable Reserves</b>	<b>Council's Total Reserves</b>
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2019 carried forward</b>	<b>17,546</b>	<b>27,051</b>	<b>7,311</b>	<b>16,413</b>	<b>3,417</b>	<b>71,738</b>	<b>131,629</b>	<b>203,367</b>
<b>Movement in reserves during 2019/20:</b>								
Total Comprehensive Income and Expenditure	-10,069	-11	0	0	0	<b>-10,080</b>	17,634	<b>7,554</b>
Adjustments between accounting basis and funding basis under regulations (see Note 8)	9,022	1,498	455	-66	227	<b>11,136</b>	-11,136	<b>0</b>
Rounding	-1	0	0	0	0	<b>-1</b>	0	<b>-1</b>
<b>Increase or (-)Decrease in 2019/20</b>	<b>-1,047</b>	<b>1,487</b>	<b>455</b>	<b>-66</b>	<b>227</b>	<b>1,056</b>	<b>6,498</b>	<b>7,554</b>
<b>Balance at 31 March 2020 carried forward</b>	<b>16,498</b>	<b>28,538</b>	<b>7,766</b>	<b>16,347</b>	<b>3,644</b>	<b>72,793</b>	<b>138,127</b>	<b>210,918</b>

**BALANCE SHEET**

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. Reserves are reported in two categories:

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

2019/20 £000	Balance Sheet 31 March 2020	Note	2020/21 £000
324,897	Property, Plant and Equipment	13	331,655
375	Heritage Assets	14	375
66,666	Investment Property	15	57,904
15	Intangible Assets	16	0
9,241	Long Term Debtors	19	8,194
<b>401,194</b>	<b>Long Term Assets</b>		<b>398,128</b>
16,031	Short Term Investments	17	21,018
489	Inventories	18	493
7,822	Short Term Debtors	20	20,607
2,078	Assets Held for Sale	22	2,178
4,934	Cash and Cash Equivalents	21	8,655
<b>31,354</b>	<b>Current Assets</b>		<b>52,951</b>
-6,764	Short Term Borrowing	17	-5,257
-11,516	Short Term Creditors	23	-27,863
-2,561	Provisions	24	-2,557
<b>-20,841</b>	<b>Current Liabilities</b>		<b>-35,677</b>
-90,516	Long Term Borrowing	17	-85,959
-109,327	Pensions Liability	36,42d	-135,645
0	Revenue Grants Receipts in Advance	34	0
-946	Capital Grants Receipts in Advance	34	-1,835
<b>-200,789</b>	<b>Long Term Liabilities</b>		<b>-223,439</b>
<b>210,918</b>	<b>Net Assets</b>		<b>191,963</b>
72,794	Usable Reserves	25	86,629
138,124	Unusable Reserves	26	105,334
<b>210,918</b>	<b>Total Reserves</b>		<b>191,963</b>

## CASH FLOW STATEMENT

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

The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients of services provided by the Council.

Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery.

Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (that is, borrowing) to the Council.

2019/20 £000	Cash Flow Statement	Note	2020/21 £000
-10,080	Net surplus or (-) deficit on the provision of services		-8,111
27,517	Adjustments to net surplus / (-) deficit on the provision of services for non-cash movements	27	19,999
-2,756	Adjustments for items in the net surplus / (-) deficit on the provision of services that are investing and financing activities	27	-6,920
<b>14,681</b>	<b>Net cash flows from Operating Activities</b>		<b>4,968</b>
-16,033	Investing Activities	28	-4,651
5,700	Financing Activities	29	3,404
<b>4,348</b>	<b>Net Increase or (-)decrease in cash and cash equivalents</b>		<b>3,721</b>
586	Cash and cash equivalents at the beginning of the reporting period		4,934
<b>4,934</b>	<b>Cash and cash equivalents at the end of the reporting period</b>	21	<b>8,655</b>

## NOTES TO THE CORE FINANCIAL STATEMENTS

### ACCOUNTING POLICIES

Please refer to the full Statement of Accounting policies, which can be found on pages 37 to 54

#### 1. ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT NOT YET BEEN ADOPTED

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. This applies to the adoption of the following new or amended standards within the 2020/21 Code:

- Definition of a Business: Amendments to IFRS 3 Business Combinations
- Interest Rate Benchmark Reform: Amendments to IFRS 9, IAS 39 and IFRS 7
- Interest Rate Benchmark Reform – Phase 2: Amendments to IFRS 9, IAS 39, IFRS 7, IFRS 4 and IFRS 16.

#### 2. CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

In applying the Accounting Policies set out in pages 37 to 54 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 yet 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

Judgements have been made with regard to the presentation of Covid-19 related grants from Central Government, specifically whether they are included within the Comprehensive Income & Expenditure Statement (CIES), or held on the Balance Sheet, as well as where within the CIES they are reported, based upon the nature of the grant.

- Grants where the council was acting as agent on behalf of central government, distributing payments to businesses or individuals based on set criteria, are held on the Balance Sheet
- General grants and those supporting all services have been coded to Taxation & Non-Specific Grant Income.
- Discretionary grants to businesses and individuals, where the council set the criteria by which they are awarded, are shown within Cost of Service, in the service line of the team who developed the relevant criteria and distributed the grants.
- Grants awarded for specific workstreams related to the Covid-19 response are also shown within Cost of Service, in the service line of the team carrying out the work.

The table below shows the relevant judgements made:

Grant type	Agent or principal	Where is the grant recorded	Value recorded in the CIES (£000)	Value recorded in the Balance Sheet (£000)
Covid-19 Delivery Grants	Principal	Taxation & Non-Specific Grant Income	-2,096	0
Sales, fees and Charges Compensation	Principal	Taxation & Non-Specific Grant Income	-1,254	0
Service-specific Covid-19 Grants	Principal	Cost of Service	-962	0
Mandatory Business Grants	Agent	Balance Sheet	0	-31,603
Mandatory Test & Trace Grants	Agent	Balance Sheet	0	-133
Discretionary Business Grants	Principal	Cost of Service	-4,437	0
Discretionary Test & Trace Grants	Principal	Cost of Service	-142	0
<b>Total Relevant Grants</b>			<b>-8,890</b>	<b>-31,737</b>

### 3. 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 2021 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	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, then depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by £37,000 for every year that useful lives had to be reduced.
Council Dwellings	The valuation for Council dwellings is based on a percentage obtained from the land registry and the uplift is applied to calculate the valuation.	If the uplift in the valuation percentage is reduced by 1% this would reduce the valuation of Council dwellings by £1.741million.
Business Rates Appeals	Local Authorities from 1 April 2013 are liable for successful appeals against business rates charged to businesses in 2014/15 and earlier years in proportion to their share (40% for this Council) A provision has been recognised as the best estimate of the amount that businesses have been overcharged up to 31 March	Each 1% increase in the total estimated appeals would increase the provision by £64,000.  The Council's share of this increase at 40% would be £25,600.

	<p>2021. The estimate has been calculated using the Valuation Office Agency (VOA) ratings list of appeals and the analysis of successful appeals to date. Total Rateable value of appeals outstanding at 31 March 2021 is £61.8m.</p> <p>Total Provision is £6.4m. The Council's 40% proportion of the provision is £2.5m.</p>	
Fair Value Measurements	<p>When the fair values of financial assets and financial liabilities cannot be measured based on quoted prices in active markets (i.e. Level 1 inputs), their fair value is measured using valuation techniques (e.g. quoted prices for <i>similar</i> assets or liabilities in active markets or the discounted cash flow (DCF) model). Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. These judgements typically include considerations such as uncertainty and risk. However, changes in the assumptions used could affect the fair value of the authority's assets and liabilities. Where Level 1 inputs are not available, the authority employs relevant experts to identify the most appropriate valuation techniques to determine fair value (for example for investment properties, the authority's chief valuation officer and external valuer).</p> <p>Information about the valuation techniques and inputs used in determining the fair value of the authority's assets and liabilities is disclosed in notes 15 and 17 below.</p>	<p>The authority uses the discounted cash flow (DCF) to measure the fair value of some of its investment properties and financial instruments. The significant unobservable inputs used in the fair value measurement include management assumptions regarding rent growth, vacancy levels (for investment properties) and discount rates – adjusted for regional factors (for both investment properties and some financial assets).</p> <p>Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for the investment properties and financial instruments.</p>
Pensions Liability	<p>Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets.</p> <p>A firm of consulting actuaries is engaged to provide the authority with expert advice about the assumptions to be applied.</p>	<p>The effects on the net pension liability of changes in individual assumptions can be measured. For instance, a 0.5% increase in the discount rate assumption would result in a decrease in the pension liability of £1.18million.</p> <p>However, the assumptions interact in complex ways.</p>

#### 4. MATERIAL ITEMS OF INCOME AND EXPENSE

There are no material items of income and / or expenditure for the 2020/21 financial year.

#### 5. EVENTS AFTER THE REPORTING PERIOD

The Council's Chief Financial Officer, the Head of Finance, will sign the final statement of accounts for issue in September 2021. Any events occurring after the Balance Sheet date, but before this date, which have a material impact on the figures contained within the Statement of Accounts will be added as appropriate.

## 6. EXPENDITURE AND FUNDING ANALYSIS (EFA)

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 portfolios. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

Net Expenditure Chargeable to the General Fund and HRA Balances	2019/20		Net Expenditure in the CIES		2020/21		Net Expenditure in the CIES
	Adjustments between the Funding and Accounting basis [Note 6a]				Adjustments between the Funding and Accounting basis [Note 6a]		
£000	£000	£000			£000	£000	£000
-79	2,112	2,033	Head of Finance		-616	2,922	2,306
3,240	1,530	4,770	Head of Health & Communities		3,088	1,020	4,108
981	1,037	2,018	Head of Housing		974	459	1,433
2,831	56	2,887	Head of Law & Governance		2,636	148	2,784
3,004	3,857	6,861	Head of Neighbourhood Services		3,997	4,880	8,877
3,038	116	3,154	Head of People & Transformation		2,812	247	3,059
-941	724	-217	Head of Planning & Regeneration		-419	1,612	1,193
-7,416	2,521	-4,895	Housing Revenue Account		-7,887	146	-7,741
<b>4,658</b>	<b>11,953</b>	<b>16,611</b>	<b>Net Cost of Services</b>		<b>4,585</b>	<b>11,434</b>	<b>16,019</b>
-5,101	-1,430	-6,531	Other Income and Expenditure		-14,020	6,112	-7,908
<b>-443</b>	<b>10,523</b>	<b>10,080</b>	<b>(Surplus) or Deficit</b>		<b>-9,435</b>	<b>17,546</b>	<b>8,111</b>
-44,597			Opening General Fund and HRA Bal		-45,036		
-443			Plus (Surplus) or Deficit in Year		-9,435		
<b>-45,040</b>			<b>Closing General Fund and HRA Balance at 31 March</b>		<b>-54,471</b>		

**6a. NOTE TO THE EXPENDITURE AND FUNDING ANALYSIS (EFA)**

<b>2020/21</b>	<b>Adjustment for Capital Purposes</b>	<b>Net Change for the Pensions Adjustments</b>	<b>Other Differences</b>	<b>Total Adjustments</b>
	£000	£000	£000	£000
Head of Finance	351	181	2,390	<b>2,922</b>
Head of Health & Communities	803	235	-18	<b>1,020</b>
Head of Housing	444	15	0	<b>459</b>
Head of Law & Governance	0	148	0	<b>148</b>
Head of Neighbourhood Services	3,295	488	1,097	<b>4,880</b>
Head of People & Transformation	0	247	0	<b>247</b>
Head of Planning & Regeneration	1,415	190	7	<b>1,612</b>
Housing Revenue Account	2,490	639	-2,983	<b>146</b>
<b>Net Cost of Services</b>	<b>8,798</b>	<b>2,143</b>	<b>493</b>	<b>11,434</b>
Other Income and Expenditure from the Expenditure and Funding Analysis	-3,298	2,373	7,037	<b>6,112</b>
<b>Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services</b>	<b>5,500</b>	<b>4,516</b>	<b>7,530</b>	<b>17,546</b>

<b>2019/20</b>	<b>Adjustment for Capital Purposes</b>	<b>Net Change for the Pensions Adjustments</b>	<b>Other Differences</b>	<b>Total Adjustments</b>
	£000	£000	£000	£000
Head of Finance	572	-138	1,678	<b>2,112</b>
Head of Health & Communities	1,463	98	-31	<b>1,530</b>
Head of Housing	1,031	5	1	<b>1,037</b>
Head of Law & Governance	0	56	0	<b>56</b>
Head of Neighbourhood Services	2,519	238	1,100	<b>3,857</b>
Head of People & Transformation	17	99	0	<b>116</b>
Head of Planning & Regeneration	620	85	19	<b>724</b>
Housing Revenue Account	5,029	261	-2,769	<b>2,521</b>
Exceptional Items	0	0	0	<b>0</b>
<b>Net Cost of Services</b>	<b>11,251</b>	<b>704</b>	<b>-2</b>	<b>11,953</b>
Other Income and Expenditure from the Expenditure and Funding Analysis	-2,591	2,509	-1,348	<b>-1,430</b>
<b>Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services</b>	<b>8,660</b>	<b>3,213</b>	<b>-1,350</b>	<b>10,523</b>

The following sets out the description of the adjustments made:

### **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 that is, Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices
- **Taxation and non-specific grant income and expenditure** – capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year

### **Net Change for the Pensions Adjustments**

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

- For services this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs
- For Financing and investment income and expenditure – the net interest on the defined benefit liability is charged to the Comprehensive Income and Expenditure Statement

### **Other Differences**

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

- For Financing and investment income and expenditure the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts
- The charge under Taxation and non-specific grant income and expenditure represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund
- This column includes the removal of recharges/transactions between segments, which are not permitted to be shown on the face of the CIES.

## 7. EXPENDITURE AND INCOME ANALYSED BY NATURE

2020/21	Head of Finance	Head of Health & Communities	Head of Housing	Head of Law & Governance	Head of Neighbourhood Services	Head of People & Transformation	Head of Planning & Regeneration	Housing Revenue Account	Below NCOS	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Expenditure:</b>										
Employee benefits expenses	3,118	2,763	304	1,713	5,429	2,977	2,451	7,668	0	26,423
Other services expenses	30,490	2,080	868	1,132	3,101	552	1,715	4,911	0	44,849
Depreciation, Amortisation & Impairment	351	803	444	0	3,304	0	1,415	7,466	0	13,783
Interest payments	0	0	0	0	0	0	0	0	3,046	3,046
Precepts and levies	0	0	0	0	0	0	0	0	105	105
Payments to Housing Capital Receipts Pool	0	0	0	0	0	0	0	0	403	403
Investment Property Expenses	0	0	0	0	0	0	0	0	9,411	9,411
Interest Cost of Pensions	0	0	0	0	0	0	0	0	2,373	2,373
<b>Total expenditure</b>	<b>33,959</b>	<b>5,646</b>	<b>1,616</b>	<b>2,845</b>	<b>11,834</b>	<b>3,529</b>	<b>5,581</b>	<b>20,045</b>	<b>15,338</b>	<b>100,393</b>
<b>Income</b>										
Fees, charges and other service income	-624	-475	-15	-16	-2,693	-442	-4,280	-25,664	0	-34,209
Interest received	0	0	0	0	0	0	0	0	-321	-321
Income from Council tax, Non-Domestic Rates	0	0	0	0	0	0	0	0	-10,960	-10,960
Government grants and contributions	-31,029	-1,063	-168	-45	-264	-28	-108	-2,122	-8,550	-43,377
Investment Property Income	0	0	0	0	0	0	0	0	-3,094	-3,094
Proceeds from sale of Non-Current Assets	0	0	0	0	0	0	0	0	-321	-321
<b>Total income</b>	<b>-31,653</b>	<b>-1,538</b>	<b>-183</b>	<b>-61</b>	<b>-2,957</b>	<b>-470</b>	<b>-4,388</b>	<b>-27,786</b>	<b>-23,246</b>	<b>-92,282</b>
<b>(-) Surplus or Deficit on the Provision of Services</b>	<b>2,306</b>	<b>4,108</b>	<b>1,433</b>	<b>2,784</b>	<b>8,877</b>	<b>3,059</b>	<b>1,193</b>	<b>-7,741</b>	<b>-7,908</b>	<b>8,111</b>

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Note 7 Expenditure and Income analysed by nature (Continued)

2019/20	Head of Finance	Head of Health & Communities	Head of Housing	Head of Law & Governance	Head of Neighbourhood Services	Head of People & Transformation	Head of Planning & Regeneration	Housing Revenue Account	Below NCOS	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Expenditure:</b>										
Employee benefits expenses	1,439	2,808	379	1,648	5,555	2,952	2,487	7,333	0	24,601
Other services expenses	27,665	2,321	1,072	1,680	4,155	696	1,559	6,109	0	45,257
Depreciation, Amortisation & Impairment	572	1,463	1,031	0	2,549	17	620	9,816	0	16,068
Interest payments	0	0	0	0	0	0	0	0	3,116	3,116
Precepts and levies	0	0	0	0	0	0	0	0	105	105
Payments to Housing Capital Receipts Pool	0	0	0	0	0	0	0	0	474	474
Investment Property Expenses	0	0	0	0	0	0	0	0	5,691	5,691
Interest Cost of Pensions	0	0	0	0	0	0	0	0	2,508	2,508
<b>Total Expenditure</b>	<b>29,676</b>	<b>6,592</b>	<b>2,482</b>	<b>3,328</b>	<b>12,259</b>	<b>3,665</b>	<b>4,666</b>	<b>23,258</b>	<b>11,894</b>	<b>97,820</b>
<b>Income</b>										
Fees, charges and other service income	-741	-1,706	-25	-271	-5,149	-463	-4,643	-26,653	0	-39,651
Interest received	0	0	0	0	0	0	0	0	-392	-392
Income from Council tax, Non-Domestic Rates	0	0	0	0	0	0	0	0	-11,002	-11,002
Government grants and contributions	-26,902	-116	-439	-170	-249	-48	-240	-1,500	-2,491	-32,155
Investment Property Income	0	0	0	0	0	0	0	0	-4,605	-4,605
Proceeds from sale of Non-Current Assets	0	0	0	0	0	0	0	0	65	65
<b>Total income</b>	<b>-27,643</b>	<b>-1,822</b>	<b>-464</b>	<b>-441</b>	<b>-5,398</b>	<b>-511</b>	<b>-4,883</b>	<b>-28,153</b>	<b>-18,425</b>	<b>-87,740</b>
<b>(-) Surplus or Deficit on the Provision of Services</b>	<b>2,033</b>	<b>4,770</b>	<b>2,018</b>	<b>2,887</b>	<b>6,861</b>	<b>3,154</b>	<b>-217</b>	<b>-4,895</b>	<b>-6,531</b>	<b>10,080</b>

## **8. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS**

This note details the adjustments that are made to the total Comprehensive Income and Expenditure Statement recognised by the Council in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure.

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

### **General Fund Balance**

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

### **Housing Revenue Account Balance**

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

### **Major Repairs Reserve**

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

### **Capital Receipts Reserve**

The Capital Receipts Reserve holds the proceeds from the disposal of land and 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.

Note 8 Adjustments between Accounting Basis and Funding Basis (Continued)

2020/21	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movement in Unusable Reserve
	£000	£000	£000	£000	£000	£000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>						
<b>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</b>						
Charges for depreciation and impairment of non-current assets	-3,675	-2,483	0	-4,968	0	11,126
Revaluation losses on Property, Plant and Equipment	-1,875	0	0	0	0	1,875
Amortisation of intangible assets	-1	-7	0	-7	0	15
Movement in the market value of Investment Properties	-8,671	-90	0	0	0	8,761
Capital grants and contributions applied	4,305	0	0	0	-4,305	0
Revenue expenditure funded from capital under statute	-801	0	0	0	0	801
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>						
Statutory provision for the financing of capital investment	464	6,000	921	1,102	0	-8,487
Voluntary provision for the repayment of debt	-29	0	0	0	0	29
Capital expenditure charged against the General Fund and HRA balances	1,318	98	0	-92	0	-1,324
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>						
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0	0	2,131	-2,131
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	461	291	-3,805	0	0	3,053
Use of the Capital Receipts Reserve to finance new capital expenditure	-403	0	2,128	0	0	-1,725
Contributions from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	-403	0	403	0	0	0

Note 8 Adjustments between Accounting Basis and Funding Basis (Continued)

2020/21 (Continued)						
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movement in Unusable Reserve
	£000	£000	£000	£000	£000	£000
<b>Adjustments primarily involving the Major Repairs Reserve:</b>						
Reversal of Major Repairs Allowance credited to the HRA						
Use of the Major Repairs Allowance to finance new capital expenditure	0	0	0	2,092	0	-2,092
<b>Adjustments primarily involving the Pension Reserve:</b>						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	-9,610	0	0	0	0	9,610
Employer's pensions contributions and direct payments to pensioners payable in the year	5,770	-639	0	0	0	-5,131
MDC share of the Reversal of items relating to the Crematorium retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	-30	0	0	0	0	30
<b>Adjustments primarily involving the Collection Fund Adjustment Account:</b>						
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	37	0	0	0	0	-37
Amount by which non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	-7,064	0	0	0	0	7,064
<b>Adjustment primarily involving the Accumulated Absences Account:</b>						
Amount by which officers remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	-493	0	0	0	0	493
<b>Adjustments primarily involving the Crematorium</b>						
Other Income	-10	0	0	0	0	10
<b>Total Adjustments</b>	<b>-20,710</b>	<b>3,170</b>	<b>-353</b>	<b>-1,873</b>	<b>-2,174</b>	<b>21,940</b>

## Note 8 Adjustments between Accounting Basis and Funding Basis (Continued)

2019/20	General Fund Balance £000	Housing Revenue Account £000	Capital Receipts Reserve £000	Major Repairs Reserve £000	Capital Grants Unapplied £000	Movement in Unusable Reserve £000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>						
<b>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</b>						
Charges for depreciation and impairment of non-current assets	-3,020	-5,020	0	-4,778	0	12,818
Revaluation losses on Property, Plant and Equipment	-1,614	0	0	0	0	1,614
Amortisation of intangible assets	-3	-9	0	-8	0	20
Movement in the market value of Investment Properties	-4,573	-68	0	0	0	4,641
Capital grants and contributions applied	1,633	0	0	0	-1,633	0
Revenue expenditure funded from capital under statute	-1,585	0	0	0	0	1,585
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>						
Statutory provision for the financing of capital investment	484	3,500	0	116	0	-4,100
Voluntary provision for the repayment of debt	-28	0	0	0	0	28
Capital expenditure charged against the General Fund and HRA balances	2,155		0	0	0	-2,155
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>						
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0	0	1,406	-1,406
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	76	360	-2,463	0	0	2,027
Use of the Capital Receipts Reserve to finance new capital expenditure	-474	0	1,534	0	0	-1,060
Contributions from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	-474	0	474	0	0	0

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Note 8 Adjustments between Accounting Basis and Funding Basis (Continued)

2019/20 (Continued)	General Fund Balance £000	Housing Revenue Account £000	Capital Receipts Reserve £000	Major Repairs Reserve £000	Capital Grants Unapplied £000	Movement in Unusable Reserve £000
<b>Adjustments primarily involving the Major Repairs Reserve:</b>						
Use of the Major Repairs Allowance to finance new capital expenditure	1	0	0	4,736	0	-4,737
<b>Adjustments primarily involving the Pension Reserve:</b>						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	-8,474	0	0	0	0	8,474
Employer's pensions contributions and direct payments to pensioners payable in the year	5,594	-261	0	0	0	-5,333
MDC share of the Reversal of items relating to the Crematorium retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	-70	0	0	0	0	70
<b>Adjustments primarily involving the Collection Fund Adjustment Account:</b>						
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	33	0	0	0	0	-33
Amount by which non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	1,349	0	0	0	0	-1,349
<b>Adjustment primarily involving the Accumulated Absences Account:</b>						
Amount by which officers remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	2	0	0	0	0	-2
<b>Adjustments primarily involving the Crematorium</b>						
Other income	-34	0	0	0	0	34
<b>Total Adjustments</b>	<b>-9,022</b>	<b>-1,498</b>	<b>-455</b>	<b>66</b>	<b>-227</b>	<b>11,136</b>

## 9. MOVEMENT IN EARMARKED RESERVES

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

Revenue and capital reserves and the levels they are held at are reviewed as part of the preparation of the Statement of Accounts and during the budget setting process. If a reserve is no longer required funds will be returned to the Comprehensive Income and Expenditure Statement.

The purpose of each Reserve is set out below:

### **Revenue Earmarked Reserves:**

#### **NDR (Non-Domestic Rates) – including Covid-19 specific timing difference**

This reserve was set up to absorb the timing difference between the NNDR1 return, based on estimates and the NNDR 3 return based on actuals which relate to the following year.

For 2020/21, this reserve includes £8.1m of Section 31 grants which were provided to offset the reliefs given to businesses during lockdown. Under current collection fund accounting rules, the Section 31 grants received this year will not be discharged against the Collection Fund deficit until 2021/22, thereby inflating General Fund balances at the end of the 2020/21 financial year unless moved elsewhere. This balance is therefore contained within the Earmarked Reserve as it is earmarked against the following year's collection fund deficit.

This balance therefore does not represent additional spending power taken forward into 2021/22.

#### **Statutory Election Costs**

A fund built up from annual revenue contributions to meet the cost of local elections held approximately every four years, including local ward Councillors and the directly elected Mayor.

#### **Insurance Retained Premiums Fund**

This reserve is used to meet any payments falling within the Council's excess of £10,000. It is also used as a holding account to meet expenditure on claims until they are resolved. It is estimated that the value of claims currently outstanding totals £206,294.

#### **Restructure Pension Cost Fund**

This reserve has been set up to meet the costs of departmental and management restructures resulting from service reviews.

#### **Grant Changes**

This reserve relates to the possible and uncertain impact of changes to the Housing Benefit and Council Tax Benefit regulations.

#### **Building Renewal and Repairs Fund**

This reserve is aimed at providing resources to allow planned maintenance of the Council's own properties.

#### **Trading Account Renewal Fund**

This reserve is for the replacement of equipment used within the Council Leisure facilities and Engineering depot.

**Apprenticeship Scheme Fund**

This reserve was set up for additional apprenticeships within the Council and to support the employment of apprenticeships within local businesses.

**Economic Stimulus / Regeneration Fund**

This reserve is for the purposes of providing loans and support to local businesses.

**Business Rates Pool Surplus**

This reserve contains surplus income to the Nottinghamshire Business Rates Pool paid over to Mansfield District Council.

**S31 Burials**

This reserve holds assets owed to third parties in relation to S31 burial inquests.

**Transformation Reserve**

This reserve has been set up to finance additional work, software and equipment necessary to implement the transformation plan approved by the directly elected Mayor on 27 September 2017.

**ICT Renewal Reserve**

This reserve is to meet known server and equipment renewal requirements in the short to medium term.

**Property Reserve**

This reserve was set up due to the increased income anticipated within the budgets resulting from acquisition of property in order to mitigate risks in term of vacancies.

**Corporate Priorities Reserve**

This reserve contains resources approved to be used to balance future years' budgets and for other relevant upcoming projects.

**On-going Enquiry**

This reserve is to meet the costs of repairs within the District.

**Grant Balances**

This Reserve smooths out the timing difference between the Council receiving grant income and the Council incurring the expenditure in line with the grant conditions.

**Other funds**

This includes smaller reserves which are not significant enough to be shown separately. These reserves are used to cover expenditure on leisure facilities and environmental schemes.

**Capital Earmarked Reserves:**

**Capital Fund**

This reserve is used to finance expenditure on the Council's capital programme. This includes £66,000 to meet anticipated 'after-value payments' (repayment of grants as a result of the sale of associated land).

**Leisure Equipment and Plant**

This reserve is used to finance equipment at the Council's leisure facilities.

**Vehicles and Plant Fund**

This reserve receives an annual revenue contribution in order to finance the replacement of the Council's vehicles and plant in line with an approved programme.

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The Council's earmarked reserves are represented by the following funds:

	Balance at 31 March 2019 £000	Income in the year £000	Expenditure in the year £000	Balance at 31 March 2020 £000	Income in the year £000	Expenditure in the year £000	Covid-19 related reliefs £000	Balance at 31 March 2021 £000
<b>Revenue Earmarked</b>								
Elections	150	40	-125	65	60	0	0	125
Insurance	1,184	753	-664	1,273	163	-212	0	1,224
Pension costs	665	0	0	665	0	0	0	665
Grants	525	0	0	525	0	0	0	525
Building renewal fund	1,128	463	-1,092	499	463	-133	0	829
Trading account renewal	136	0	-12	124	0	0	0	124
Apprenticeship Scheme	246	0	-77	169	0	-121	0	48
Economic Stimulus	46	0	0	46	20	0	0	66
Business Rates Pool Surplus	468	0	0	468	0	0	0	468
S31 Burials	73	0	0	73	0	0	0	73
Transformation Reserve	271	474	0	745	0	0	0	745
ICT Renewal	81	217	0	298	217	0	0	515
Property Reserve	760	379	0	1,139	125	0	0	1,264
Corporate Priorities	2,038	1,023	-1,380	1,681	1,035	0	0	2,716
Property Acquisition	379	0	-379	0	0	0	0	0
On-going Enquiry	500	0	-45	455	0	-135	0	320
Grant Balances	591	520	-419	692	2,900	-1,688	0	1,904
NDR	924	0	0	924	0	0	8,101	9,025
Other funds	177	63	-42	198	31	-26	0	203
<b>Total</b>	<b>10,342</b>	<b>3,932</b>	<b>-4,235</b>	<b>10,039</b>	<b>5,014</b>	<b>-2,315</b>	<b>8,101</b>	<b>20,839</b>
<b>Capital</b>								
Capital Fund	3,789	372	-586	3,575	0	-702	0	2,873
Leisure Equipment and Plant	2	0	0	2	0	0	0	2
Vehicles and Plant	355	116	-446	25	482	-377	0	130
<b>Total</b>	<b>4,146</b>	<b>488</b>	<b>-1,032</b>	<b>3,602</b>	<b>482</b>	<b>-1,079</b>	<b>0</b>	<b>3,005</b>
<b>Legacies</b>	3	0	0	3	0	0	0	3
<b>Crematorium</b>	497	17	-6	508	148	-45	0	611
<b>Total</b>	<b>14,988</b>	<b>4,437</b>	<b>-5,273</b>	<b>14,152</b>	<b>5,644</b>	<b>-3,439</b>	<b>8,101</b>	<b>24,458</b>

**10. OTHER OPERATING EXPENDITURE**

The following table contains corporate items of income and expenditure that cannot reasonably be allocated or apportioned to specific services:

	2019/20	2020/21
	£000	£000
Parish Council precepts	105	105
Payments to the Government Housing Capital Receipts Pool	474	403
(-) Gains/losses on the disposal of non-current assets – General Fund	425	-30
(-) Gains/losses on the disposal of non-current assets – Housing Revenue Account	-360	-291
<b>Total</b>	<b>644</b>	<b>187</b>

**11. FINANCING AND INVESTMENT INCOME AND EXPENDITURE**

The following table contains corporate items of income and expenditure arising from the Council's involvement in financial instruments and similar transactions involving interest:

	2019/20	2020/21
	£000	£000
Interest payable and similar charges	3,116	3,046
Net interest on the net defined benefit liability / (-) asset	2,508	2,373
Interest receivable and similar income	-392	-321
Income and expenditure in relation to investment properties and changes in fair value	1,086	6,317
<b>Total</b>	<b>6,318</b>	<b>11,415</b>

**12. TAXATION AND NON-SPECIFIC GRANT INCOME**

The following table consolidates all the grants and contributions receivable that cannot be identified to particular service expenditure:

	2019/20	2020/21
	£000	£000
Council Tax Payers	-5,582	-5,810
Non-Domestic Rates (NDR) inc S31 Grant	-5,420	-5,150
Non-ring fenced government grants	-244	-3,598
New Homes bonus	-613	-647
Capital grants and contributions	-1,633	-4,305
<b>Total</b>	<b>-13,493</b>	<b>-19,510</b>

## 13. PROPERTY, PLANT AND EQUIPMENT

Movements in 2020/21	Council Dwell	Other Land Buildin	Cremator	Surplus As	Vehicles, Plan Equipme	Infrastructure A	Community A	Assets Un Construct	Total Property, and Equipm
	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Cost or Valuation:</b>									
<b>At 1 April 2020</b>	<b>211,998</b>	<b>108,562</b>	<b>1,153</b>	<b>1,273</b>	<b>9,395</b>	<b>81</b>	<b>686</b>	<b>176</b>	<b>333,324</b>
Additions	2,403	2,299	0	0	913	0	105	1,481	7,201
Revaluation increases / (-) decreases recognised in the Revaluation Reserve	8,325	-257	0	1,140	0	0	0	0	9,208
Revaluation increases / (-) decreases recognised in the (-) Surplus / Deficit on the provision of services	-80	-1,833	0	0	0	0	-5	0	-1,918
Derecognition – Disposals	-626	-293	0	-350	-13	0	0	0	-1,282
Impairment	-2,403	-2,299	0	0	-5	0	-105	0	-4,812
Reclassification	-444	542	0	-718	0	0	0	0	-620
<b>At 31 March 2021</b>	<b>219,173</b>	<b>106,721</b>	<b>1,153</b>	<b>1,345</b>	<b>10,290</b>	<b>81</b>	<b>681</b>	<b>1,657</b>	<b>341,101</b>
<b>Accumulated Depreciation and Impairment:</b>									
<b>At 1 April 2019</b>	<b>1</b>	<b>-1,996</b>	<b>-100</b>	<b>-1</b>	<b>-6,330</b>	<b>0</b>	<b>0</b>	<b>-1</b>	<b>-8,427</b>
Depreciation charge	-4,691	-949	-53	-1	-590	0	0	0	-6,284
Depreciation written out to the Revaluation Reserve	4,691	518	0	0	0	0	0	0	5,209
Depreciation written out to the Surplus/Deficit on the Provision of Services	0	47	0	0	0	0	0	0	47
Impairment losses / (-) reversals recognised in the Revaluation Reserve	0	0	0	0	0	0	0	0	0
Other movements in depreciation and impairment	-1	0	11	-1	0	0	0	0	9
Derecognition - Disposals	0	0	0	0	0	0	0	0	0
<b>At 31 March 2021</b>	<b>0</b>	<b>-2,380</b>	<b>-142</b>	<b>-3</b>	<b>-6,920</b>	<b>0</b>	<b>0</b>	<b>-1</b>	<b>-9,446</b>
<b>Net book Value at 31 March 2021</b>	<b>219,173</b>	<b>104,341</b>	<b>1,011</b>	<b>1,342</b>	<b>3,370</b>	<b>81</b>	<b>681</b>	<b>1,656</b>	<b>331,655</b>
<b>At 31 March 2020</b>	<b>211,999</b>	<b>106,566</b>	<b>1,053</b>	<b>1,272</b>	<b>3,065</b>	<b>81</b>	<b>686</b>	<b>175</b>	<b>324,897</b>

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Note 13 Property, Plant and Equipment (Continued)

Movements in 2019/20	Council Dwellin	Other Land a Building	Crematoriu	Surplus Asse	Vehicles, Pla and Equipme	Infrastructu Asset	Community Ass	Assets Und Constructi	Total Proper Plant an Equipme
	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Cost or Valuation:</b>									
<b>At 1 April 2019</b>	<b>202,816</b>	<b>111,225</b>	<b>1,153</b>	<b>1,196</b>	<b>8,766</b>	<b>0</b>	<b>553</b>	<b>110</b>	<b>325,819</b>
Additions	4,908	1,803	0	0	659	0	40	166	7,576
Revaluation increases / (-) decreases recognised in the Revaluation Reserve	10,590	-448	0	77	0	81	67	0	10,367
Revaluation increases / (-) decreases recognised in the (-) Surplus / Deficit on the provision of services	-104	-1,593	0	0	0	0	0	0	-1,697
Derecognition – Disposals	-848	-714	0	0	0	0	0	0	-1,562
Impairment	-4,908	-1,723	0	0	-30	0	-40	0	-6,701
Reclassification	-456	12	0	0	0	0	66	-100	-478
<b>At 31 March 2020</b>	<b>211,998</b>	<b>108,562</b>	<b>1,153</b>	<b>1,273</b>	<b>9,395</b>	<b>81</b>	<b>686</b>	<b>176</b>	<b>333,324</b>
<b>Accumulated Depreciation and Impairment:</b>									
<b>At 1 April 2019</b>	<b>0</b>	<b>-1,684</b>	<b>-75</b>	<b>0</b>	<b>-5,728</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-7,487</b>
Depreciation charge	-4,493	-964	-62	-1	-601	0	0	0	-6,121
Depreciation written out to the Revaluation Reserve	4,493	586	0	0	0	0	0	0	5,079
Depreciation written out to the Surplus/Deficit on the Provision of Services	0	66	0	0	0	0	0	0	66
Impairment losses / (-) reversals recognised in the Revaluation Reserve	0	0	37	0	0	0	0	0	37
Other movements in depreciation and impairment	1	0	0	0	-1	0	0	-1	-1
Derecognition - Disposals	0	0	0	0	0	0	0	0	0
<b>At 31 March 2020</b>	<b>1</b>	<b>-1,996</b>	<b>-100</b>	<b>-1</b>	<b>-6,330</b>	<b>0</b>	<b>0</b>	<b>-1</b>	<b>-8,427</b>
<b>Net Book Value At 31 March 2020</b>	<b>211,999</b>	<b>106,566</b>	<b>1,053</b>	<b>1,272</b>	<b>3,065</b>	<b>81</b>	<b>686</b>	<b>175</b>	<b>324,897</b>
<b>At 31 March 2019</b>	<b>202,816</b>	<b>109,541</b>	<b>1,078</b>	<b>1,196</b>	<b>3,038</b>	<b>0</b>	<b>553</b>	<b>110</b>	<b>318,332</b>

Note 13 Property, Plant and Equipment (Continued)

The Council carried out a rolling programme ensuring that all property, plant and equipment required to be measured at current value is re-valued at least every five years. All valuations are commissioned internally but a proportion of the valuations are carried out by external valuers where appropriate. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

	Council Dwell	Other Land and Bu	Cremator	Surplus As	Vehicles, Plan Equipme	Infrastructure A	Community A	Assets Un Construct	Total Property, Pla Equipme
	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Carried at historical cost</b>	0	0	0	0	0	81	681	0	762
<b>Valued at fair value as at:</b>									
31 March 2017	0	5,764	0	0	1,341	0	0	0	7,105
31 March 2018	0	7,585	0	0	379	0	0	0	7,964
31 March 2019	0	7,338	0	0	161	0	0	9	7,508
31 March 2020	0	3,667	1,011	0	576	0	0	166	5,420
31 March 2021	219,173	79,987	0	1,342	913	0	0	1,481	302,896
<b>Total Cost or Valuation</b>	<b>219,173</b>	<b>104,341</b>	<b>1,011</b>	<b>1,342</b>	<b>3,370</b>	<b>81</b>	<b>681</b>	<b>1,656</b>	<b>331,655</b>

**14. HERITAGE ASSETS**

Reconciliation of the carrying value of Heritage Assets held by the Council:

	Civic Regalia £000	Band - stand £000	Public Art £000	Total Assets £000
<b>Cost or valuation</b>				
<b>1 April 2020</b>	<b>36</b>	<b>188</b>	<b>151</b>	<b>375</b>
Additions, Disposals, Revaluations, Impairment	0	0	0	0
Losses/reversals (-)				
<b>31 March 2021</b>	<b>36</b>	<b>188</b>	<b>151</b>	<b>375</b>

**Further information on the Council's collections:**

The Council's accounting policy for recognition and measurement of heritage assets is set out in the Accounting Policies, pages 37 to 54. Descriptions of the Heritage Assets that the Council holds are provided below:

**Public Art**

The Collection of Public Art consists of five pieces of work which have been commissioned by the Council since the 1990's through to 2006. The structures provide landmarks placed at the gateways to Mansfield Town Centre to represent its history and culture. Descriptions of the pieces of art and their contribution towards knowledge and culture are provided below:

- The Mansfield Miner is a bronze structure which was commissioned by the Council in the 1990's to represent the mining industry of Mansfield.
- During 2005 the Council commissioned the creation of the Market Place Fountains which is a water feature that was developed to provide artistic embellishment in the town centre.
- In 2006 three pieces of work were commissioned to be created for the Council, the Feather, the High Heels and the Amphitheatre.
- The Feather which is "A"-spire for Mansfield representing the canaries that were used in the coal mines, a tree for Sherwood Forest and inspirational to the people of Mansfield.
- The High Heels represent the shoe industry and night life in Mansfield.
- The Amphitheatre represents the supporting infrastructure of the town centre.

**Historic Structures**

The Council has a variety of Historic structures which are located throughout the District:

- In the centre of the Market Place is the Grade II\* listed Bentinck Memorial.
- In the Old Market Place there is a Grade II listed Old Market Cross Sundial which was constructed in the 1600's for Mansfield.
- Several historic structures are located in Carr Bank Park, Yeoman Hill Park, The Carr's and Titchfield Park. These structures include war memorials, a grotto, an old bowls pavilion and Thompsons Grave which is located on Berry Hill Lane.
- There are a variety of historic structures at Mansfield Cemetery which include a cemetery chapel, a mausoleum a War Memorial and the Wildman Memorial.

**Culture**

During 2011 the Council constructed a new Band Stand in Carr Bank Park for brass bands to provide performances to the residents of Mansfield. The asset cost £191,000 to construct and has been recognised at cost in the Balance Sheet.

**Other**

The Council holds two pieces of Civic Regalia, a Silver Gilt Mace and the Chairman's 9ct gold and enamel chain and pendant which are located at the Civic Centre. These assets were previously held as community assets in the property, plant and equipment at £36,000 but are now recognised as heritage assets.

**Museum's Collections**

The museum holds a variety of collections of which a selection is on display for viewing. The remaining pieces held in storage which can be viewed by appointment only.

**Natural History Collections**

The museum holds an extensive collection of natural history items which includes a Whitaker collection of birds and animals, a Webb collection of birds and collections of foreign birds, birds' eggs, butterflies and moths.

**Porcelain**

An extensive collection of porcelain items are held by the museum which includes a Manners Collection of Lustre ware, a Tagg collection of ceramics and porcelain relating to William Billingsley.

**Fine Art**

The fine arts collection held by the museum consists of collections of watercolours by A.S. Buxton and Seddon-Tyrer and a range of prints, paintings and drawings.

**Social History**

The museum holds a collection of Social History items relating to domestic and personal life, trade and industry, leisure and social life and local government and amenities.

**Photography**

Collections of photographs and negatives of the local area are held by the museum. These items are in storage but can be viewed by appointment only.

**Other**

The museum also holds small quantities of firearms, coins, archaeology, costumes, geography and palaeontology in storage which can be viewed by appointment only.

**15. 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:

	2019/20	2020/21
	£000	£000
Rental Income from investment property	4,034	2,947
Direct operating expenses arising from investment property	-479	-460
<b>Net gain / (-) loss</b>	<b>3,555</b>	<b>2,487</b>

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

property or repairs, maintenance or enhancement. The following table summarises the movement in the fair value of investment properties over the year:

	2019/20	2020/21
	£000	£000
<b>Balance at 1 April</b>	<b>65,471</b>	<b>66,666</b>
Additions	5,931	43
Disposals	0	0
Revaluation Downwards	-5,170	-8,951
Revaluation Upwards	529	147
Transfers to/from property, plant and equipment	-96	0
Other changes	1	-1
<b>Balance at 31 March</b>	<b>66,666</b>	<b>57,904</b>

No investment properties were purchased or disposed of during 2020/21. During 2019/20 the Council spent £6million on acquiring one investment property. The property acquired was Selco, Erdington, Birmingham B24 0QY.

#### Fair Value Hierarchy

- **Value of Property:** All investment properties totalling £66.666million were valued at level 2 as at 31 March 2021. All investment properties totalling £65.471 million were valued at level 2 as at 31 March 2020.
- **Transfers between Levels of the Fair Value Hierarchy:** There have been no transfers between levels during 2020/21.
- **Valuation Techniques used to Determine Level 2 Fair Values for Investment Properties:** The fair value for all investment properties has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local authority area. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level 2 in the fair value hierarchy.
- **Highest and Best Use of Investment Properties:** In estimating the fair value of the Council's investment properties, the highest and best use of the properties is their current use.
- **Valuation Techniques:** There has been no change in the valuation techniques used during the year for investment properties.
- **Valuation Process for Investment Properties:** The fair value of the Council's investment property is measured annually at each reporting date. Valuations are carried out by the Council's Property Services section or by external valuers where appropriate, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

## 16. 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. Software licences are held by IT, Payroll, Town Centre and Revenue Services. The cost is being written off over the five year life of the licences on a straight line basis.

	2019/20	2020/21
	£000	£000
Certified valuation at 31 March	36	15
Amortisation to 1 April	0	0
<b>Balance at 1 April</b>	<b>36</b>	<b>15</b>
<b>Movement in year:</b>		
Additions	5	0
Disposals	0	0
Transfers	0	0
Amortisation	-21	-15
Revaluation	0	0
Impairment	-5	0
Reversal of past impairment	0	0
<b>Balance at 31 March</b>	<b>15</b>	<b>0</b>

## 17. 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. The term 'financial instrument' covers both financial assets and financial liabilities and includes both the most straightforward financial assets and liabilities such as trade receivables (debtors) and trade payables (creditors) and the most complex ones such as derivatives. At Mansfield District Council, the most typical financial instruments include:

<p><b>Financial Assets:</b></p> <ul style="list-style-type: none"> <li>• Trade receivables (debtors)</li> <li>• Bank deposits</li> <li>• Investments</li> </ul>	<p><b>Financial Liabilities:</b></p> <ul style="list-style-type: none"> <li>• Trade payables (creditors)</li> <li>• Borrowings</li> </ul>
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Within this note, Financial Instruments are disclosed on the following basis:

- Nominal Cost – This is the actual amount that the Council has either borrowed or lent
- Amortised Cost / Carrying Amount – Financial instruments (whether borrowing or investment) have been valued on an amortised costs basis using the effective interest rate (EIR) method where appropriate. For the Council, the basis of calculating the Amortised Cost / Carrying Amount is:

Base of Effective Interest Rate method applied	
<b>Financial Asset:</b>	
Trade receivables -	Not applicable – valued at nominal amount
Bank deposits -	Not applicable – valued at nominal amount
Investments -	Nominal value of the investment plus any interest still to be paid to the Council relating to the 2019/2020 financial year (calculated on a daily basis)
<b>Financial Liability:</b>	
Trade payables -	Not applicable – valued at actual amount
Borrowings -	Nominal value of the borrowing plus any interest still to be paid by the Council relating to the 2019/2020 financial year (calculated on a daily basis)

### Fair Value

Fair value is defined as the amount for which an asset could be exchanged or a liability settled, assuming that the transaction was negotiated between parties knowledgeable about the market in which they are dealing and willing to buy/sell at an appropriate price, with no other motive in their negotiations other than to secure a fair price.

The Council has complied with the following:

- It has adopted the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management in the Local Authorities 2011
- Set treasury management indicators to control key financial instrument risks in accordance with CIPFA's Prudential Code, which were approved at Council on the 5 March 2019.

### Types of Financial Instruments

The following table shows the different types of financial instruments held by the Council at the 31 March 2021, analysed on an Amortised Costs basis.

	Long-Term		Current	
	31 March 2020 £000	31 March 2021 £000	31 March 2020 £000	31 March 2021 £000
<b>Financial liabilities at amortised cost:</b>				
Borrowings	90,516	85,959	6,764	5,257
Other borrowing	0	0	0	0
Trade creditors	0	0	668	144
<b>Total borrowings</b>	<b>90,516</b>	<b>85,959</b>	<b>7,432</b>	<b>5,401</b>
<b>Financial assets classified as Loans and Receivables:</b>				
Loans and receivables	0	0	16,031	21,018
Trade debtors	0	0	1,566	1,484
<b>Total investments</b>	<b>0</b>	<b>0</b>	<b>17,597</b>	<b>22,502</b>

### Income, Expense, Gains and Losses on Financial Instruments

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

	2019/20			2020/21		
	Financial Liabilities: Measured at Amortised Cost	Financial Assets: Loans and Receivables	Total	Financial Liabilities: Measured at Amortised Cost	Financial Assets: Loans and Receivables	Total
	£000	£000	£000	£000	£000	£000
Interest expense	-3,116	0	-3,116	-3,046	0	-3,046
Losses on de-recognition	0	0	0	0	0	0
Impairment losses	0	0	0	0	0	0
<b>Interest payable and similar charges</b>	<b>-3,116</b>	<b>0</b>	<b>-3,116</b>	<b>-3,046</b>	<b>0</b>	<b>-3,046</b>
Interest income	0	392	392	0	321	321
Gains on de-recognition	0	0	0	0	0	0
<b>Interest and investment income</b>	<b>0</b>	<b>392</b>	<b>392</b>	<b>0</b>	<b>321</b>	<b>321</b>
Gains on revaluation	0	0	0	0	0	0
Losses on revaluation	0	0	0	0	0	0
Surplus arising on revaluation of financial assets	0	0	0	0	0	0
<b>Net gain / (-) loss for the year</b>	<b>-3,116</b>	<b>392</b>	<b>-2,724</b>	<b>-3,046</b>	<b>321</b>	<b>-2,725</b>

#### Fair Value of Assets and Liabilities Carried at Amortised Cost

The fair value of each class of financial assets and liabilities which are carried in the Balance Sheet at amortised cost are disclosed below.

The fair value of an instrument is determined by calculating the Net Present Value of future cash flows, which provides an estimate of the value of payments in the future in today's terms. The discount rate used in the Net Present Value calculation is the rate applicable in the market on the date of valuation for an instrument with the same structure, terms and remaining duration. For debt, this will be the new borrowing rate since premature repayment rates include a margin which represents the lender's profit as a result of rescheduling the loan; this is not included in the fair value calculation since any motivation other than securing a fair price should be ignored.

The rates quoted in this valuation were obtained by the Council's treasury management consultants from the market on 31 March 2021 using bid prices where applicable.

The calculations are made with the following assumptions:

- For PWLB debt, the discount rate used is the rate for new borrowing as per rate sheet number 128/21
- For other market debt and investments the discount rate used is the rates available for an instrument with the same terms from a comparable lender
- The Council has used interpolation techniques between available rates where the exact maturity period was not available
- No early repayment or impairment is recognised
- The Council has calculated fair values for all instruments in the portfolio, but only disclose those which are materially different from the carrying value
- The fair value of trade and other receivables is taken to be the invoiced or billed amount

The fair values are calculated as follows:

	31 March 2020		31 March 2021	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
PWLB - maturity	92,332	97,358	86,327	95,577
PWLB - EIP	205	217	146	154
LOBOs	4,607	6,833	4,606	7,199
Short term borrowing	136	136	136	136
<b>Financial liabilities</b>	<b>97,280</b>	<b>104,544</b>	<b>91,215</b>	<b>103,066</b>

Fair value is more than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans at the Balance Sheet date. The commitment to pay interest below current market rates reduces the amount that the Council would have to pay if the lender requested or agreed to early repayment of the loans.

	31 March 2020		31 March 2021	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
Cash	4,934	4,934	8,655	8,655
Deposits with banks and building societies	16,000	16,031	21,000	21,018
Crematorium	0	0	0	0
<b>Financial assets</b>	<b>20,934</b>	<b>20,965</b>	<b>29,655</b>	<b>29,673</b>

## 18. INVENTORIES

The following table show the breakdown of inventories carried in the Balance Sheet. The Council holds stocks totalling £493,000 (£489,000 2019/20).

Location	31 March 2020	Purchases in year	Recognised as expense in year	Written on/off	31 March 2021
	£000	£000	£000	£000	£000
Hermitage Lane Depot	79	400	-402	0	77
Vale Road Depot	403	1,085	-1,076	0	412
Museum & Theatre	7	0	0	-3	4
<b>Total</b>	<b>489</b>	<b>1,485</b>	<b>-1,478</b>	<b>-3</b>	<b>493</b>

**19. LONG TERM DEBTORS**

The following table lists, by type, the Council's long term debtors and shows the movement of each during the year:

	Balance at 31 March 2019 £000	Changes in Year £000	Balance at 31 March 2020 £000	Changes in Year £000	Balance at 31 March 2021 £000
Sundry Debtors	478	-30	448	-46	402
Car loans	80	19	99	-52	47
NCC transferred debt	406	-24	382	-24	358
Council mortgages	31	-1	30	0	30
Warsop Parish Council	12	-4	8	-4	4
Service Company	4,564	3,710	8,274	-921	7,353
	<b>5,571</b>	<b>3,670</b>	<b>9,241</b>	<b>-1,047</b>	<b>8,194</b>

**Sundry Debtors**

Amounts outstanding from other entities and individuals.

**Car Loans to Employees**

Advances to the Council's employees to purchase a vehicle, repayable over a period of up to five years.

**NCC Transferred Debt**

This represents debt incurred by the Council whilst carrying out the functions of refuse disposal, street lighting and major road improvements which transferred to Nottinghamshire County Council as part of the 1974 local government reorganisation. The County Council reimburse Mansfield District Council who still services the debt.

**Council Mortgages**

Amounts outstanding on mortgages issued in respect of Council House Sales.

**Warsop Parish Council**

Amount outstanding in respect of a loan made to Warsop Parish Council.

**Service Company**

Amount loaned to the Council owned Housing Company.

**20. DEBTORS**

The following table identifies the breakdown of debtors owing the Council at the 31 March 2020 and 31 March 2021:

	2019/20	2020/21
	£000	£000
Central Government Bodies	619	878
Other local authorities	846	1,910
<b>Public Corporations and Trading Funds:</b>		
Other public bodies	26	53
Customs and Excise	1	0
<b>Other Entities and Individuals:</b>		
Housing rent arrears	1,187	1,140
Collection Fund	1,006	12,760
Car loans to employees	65	42
Service prepayments	1,514	1,571
Sundry debtors	4,361	4,142
<b>Sub-Total</b>	<b>9,625</b>	<b>22,496</b>
<b>Less provision for bad debt:</b>		
Housing rent arrears	-848	-974
Sundry debtors	-955	-915
<b>Total</b>	<b>7,822</b>	<b>20,607</b>

**21. CASH AND CASH EQUIVALENTS**

The balance of cash and cash equivalents is made up of the following elements:

	2019/20	2020/21
	£000	£000
Cash Equivalents	4,600	6,994
Cash held by the Council	4	5
Joint Cremation Committee	821	816
Bank current accounts	-491	840
<b>Total</b>	<b>4,934</b>	<b>8,655</b>

**22. ASSETS HELD FOR SALE**

During 2020/21, non-current assets valued at £2.178million were classified as held for sale, as it is the Council's intention to sell these assets during 2021/22.

	2019/20	2020/21
	£000	£000
Balance at 1 April	1,967	2,078
<b>Assets newly classified as held for sale:</b>		
Property, plant and equipment	575	620
Revaluation losses	0	0
Revaluation gains	0	0
Disposals	-464	-520
<b>Balance at 31 March</b>	<b>2,078</b>	<b>2,178</b>

## 23. CREDITORS

The following table identifies the breakdown of the Council's creditors:

	2019/2020	2020/21
	£000	£000
Central Government Bodies	-948	-6,518
Other local authorities	-934	-895
Public Corporations and Trading Funds	-1	0
<b>Other Entities and Individuals:</b>		
Council tax prepayment	0	0
Housing rent prepayment	-556	-355
Collection Fund	-5,994	-15,455
Sundry creditors	-3,083	-4,640
<b>Total</b>	<b>-11,516</b>	<b>-27,863</b>

## 24. PROVISIONS

The Council has the following provisions:

	Balance at 1 April 2020	Increase in Provision	Provision Utilised in Year	Reduction in Provision Required	Balance at 31 March 2021
	£000	£000	£000	£000	£000
Business Rate Appeals	-2,561	0	569	-565	-2,557
<b>Total</b>	<b>-2,561</b>	<b>0</b>	<b>569</b>	<b>-565</b>	<b>-2,557</b>

### Business Rate Appeals

The provision represents the Council's share (40%) of an estimate of anticipated Business Rate refunds from successful appeals up to 31 March 2021. The full liability is approximately £6.4million, with the balance being met by Central Government (50%), Nottinghamshire County Council (9%) and the Fire Authority (1%).

When provisions are no longer required they are released back into the Revenue Account.

## 25. USABLE RESERVES

Movement in the Council's usable reserves are detailed in the Movement in Reserves Statement and are summarised in the table below:

	At 1 April 2019 £000	Movement in year £000	At 31 March 2020 £000	Movement in year £000	At 31 March 2021 £000
General Fund	2,558	-211	2,347	0	2,347
<b>Earmarked Reserves:</b>					
Revenue	10,342	-303	10,039	10,800	20,839
Legacies	3	0	3	0	3
Capital	4,146	-544	3,602	-597	3,005
Crematorium	497	11	508	103	611
<i>Total Earmarked Reserves</i>	14,988	-836	14,152	10,306	24,458
<b>Total General Fund Reserves</b>	<b>17,546</b>	<b>-1,047</b>	<b>16,499</b>	<b>10,306</b>	<b>26,805</b>
Housing Revenue Account	27,051	1,487	28,538	-872	27,666
Capital Receipts Reserve	7,311	455	7,766	353	8,119
Major Repairs Reserve	16,413	-66	16,347	1,874	18,221
Capital Grants Unapplied	3,417	227	3,644	2,174	5,818
<b>Total Usable Reserves</b>	<b>71,738</b>	<b>1,056</b>	<b>72,794</b>	<b>13,835</b>	<b>86,629</b>

The Crematorium Reserve is the proportion of the usable reserves of the Joint Crematorium Committee that is attributable to Mansfield District Council. It is controlled through the Joint Committee.

For further details of the earmarked reserves held by the Council, see Note 9.

## 26. UNUSABLE RESERVES

The table below shows the unusable reserves held by the Council:

	2019/20 £000	2020/21 £000
Revaluation Reserve	107,230	121,178
Capital Adjustment Account	140,443	131,014
Deferred Capital Receipts Reserve	30	30
Pensions Reserve	-108,768	-138,281
Collection Fund Adjustment Account	322	-6,705
Crematorium Pension Account	-559	-835
Accumulated Absences Account	-574	-1,067
<b>Total Unusable Reserves</b>	<b>138,124</b>	<b>105,334</b>

### Revaluation Reserve

The Revaluation Reserve contains the gains by the Council arising from increases in the value of its property, plant and equipment and intangible assets. The balance is reduced when assets with accumulated gains are:

- Re-valued downwards or impaired and the gains are lost
- Used in the provision of services and the gains are consumed through depreciation
- Disposed of and the gains are realised

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

During 2020/21 the upward revaluation of assets totalled £17.296million (this was £17.839million in 2019/20). Included in this figure is an increase of £13.016million in the value of the Council's Housing Stock and an increase of £4.280million in the value of 21 properties (land and buildings) as a result of the Council's annual valuation programme.

Revaluation Reserve	2019/20	2020/21
	£000	£000
<b>Balance at 1 April</b>	<b>92,274</b>	<b>107,230</b>
Upward revaluations of assets	17,839	17,296
Downward revaluation of assets and impairment losses not charged to the Surplus / Deficit on the Provision Services	-2,385	-2,876
<b>Surplus / (-) deficit on revaluation on non-current assets not posted to the surplus / (-) deficit on the Provision of Services</b>	<b>15,454</b>	<b>14,420</b>
Difference between fair value depreciation and historical cost depreciation	-430	-417
Accumulated gains on assets sold or scrapped	-68	-55
<b>Amount written off to the Capital Adjustment Account</b>	<b>-498</b>	<b>-472</b>
<b>Balance at 31 March</b>	<b>107,230</b>	<b>121,178</b>

### Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction and enhancement.

The account contains accumulated gains and losses on Investment Properties.

The account also contains revaluation gains accumulated on property, plant and equipment before 1 April 2007, the date the Revaluation Reserve was created to hold such gains.

Capital Adjustment Account	2019/20 £000	2020/21 £000
<b>Balance at 1 April</b>	<b>149,220</b>	<b>140,443</b>
<b>Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement (CIES):</b>		
Charges for depreciation and impairment of non-current assets	-12,818	-11,126
Revaluation losses on Property, Plant and Equipment	-1,614	-1,875
Movement in the market value of Investment Properties	-4,641	-8,761
Amortisation of intangible assets	-20	-15
Revenue expenditure funded from capital under statute	-1,585	-801
Amounts of non-current assets written off on disposal or sale as part of the gain / loss on disposal to the CIES	-2,027	-3,053
	<b>-22,705</b>	<b>-25,631</b>
Adjusting amounts written out of the Revaluation Reserve	498	472
<b>Net written out amount of the cost of non-current assets consumed in the year</b>	<b>-22,207</b>	<b>-25,159</b>
<b>Capital financing in the year:</b>		
Use of the capital receipts reserve to finance new capital expenditure	1,060	1,725
Use of the Major Repairs Reserve to finance capital expenditure	4,737	2,092
Capital grants and contributions credited to the CIES that have been applied to capital financing	1,406	2,131
Application of grants to capital financing from capital grants unapplied account	0	0
Statutory provision for the financing of capital Investment charged against the General Fund and HRA balances	4,100	8,487
Capital expenditure charged against the General Fund and HRA balances	2,155	1,324
	<b>13,458</b>	<b>15,759</b>
Transfer from Deferred Capital Receipts Reserve	<b>0</b>	<b>0</b>
Transfer to Capital Receipts Reserve	<b>-28</b>	<b>-29</b>
<b>Balance at 31 March</b>	<b>140,443</b>	<b>131,014</b>

### Pension Reserve

The Pension Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions.

The Council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs.

However, statutory arrangements require benefits earned to be financed when the Council makes employer's contributions to the pension funds, or eventually pay any pensions for which it is directly responsible. Therefore, the debit balance on the Pension Reserve shows a substantial shortfall in the benefits earned by past and current employees and the resources

the Council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

Pension Reserve	2019/20	2020/21
	£000	£000
<b>Balance at 1 April</b>	<b>-107,671</b>	<b>-108,768</b>
Re-measurements of the net defined benefit liability / (-)asset	2,044	-25,007
Reversal of items relating to retirement benefits debited or credited to the Surplus or deficit on the provision of services in the CIES	-8,474	-9,617
Employer's pensions contributions and direct payments to pensioners payable in the year	5,333	5,131
Other gains / (-) losses	0	-20
<b>Balance at 31 March</b>	<b>-108,768</b>	<b>-138,281</b>

### Crematorium Pension Account

The total assets and liabilities of the Mansfield and District Joint Crematorium Pension Account are apportioned between Mansfield District Council, Ashfield District Council and Newark and Sherwood District Council. The balance held in the Crematorium Pension Account represents Mansfield District Council's proportion of the assets and liabilities of the scheme.

Crematorium Pension Reserve	2019/20	2020/21
	£000	£000
<b>Balance at 1 April</b>	<b>-1,225</b>	<b>-1,141</b>
Re-measurements of the net defined benefit liability / (-)asset	191	-499
Reversal of items relating to retirement benefits debited or credited to the Surplus or deficit on the provision of services in the CIES	-153	-112
Employer's pensions contributions and direct payments to pensioners payable in the year	46	65
<b>Balance at 31 March</b>	<b>-1,141</b>	<b>-1,687</b>
<b>Mansfield District Council's proportion</b>	<b>-559</b>	<b>-835</b>

### Deferred Capital Receipts Reserve

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

Deferred Capital Receipts Reserve	2019/20	2020/21
	£000	£000
<b>Balance at 1 April</b>	<b>30</b>	<b>30</b>
Capital Receipts from Warsop Parish Council	0	0
Mortgage receipts in the year	-1	-1
Capital receipts from Nottinghamshire County Council	0	0
Transfer to Capital Adjustment Account	1	1
<b>Balance at 31 March</b>	<b>30</b>	<b>30</b>

**Collection Fund Adjustment Account**

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

Collection Fund	2019/20 £000	2020/21 £000
<b>Balance at 1 April</b>	<b>-1,060</b>	<b>322</b>
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	33	37
Amount by which non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from Non-domestic rates income calculated for the year in accordance with statutory requirements	1,349	-7,064
<b>Balance at 31 March</b>	<b>322</b>	<b>-6,705</b>

**Accumulated Absences Account**

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

Accumulated Absences Reserve	2019/20 £000	2020/21 £000
<b>Balance at 1 April</b>	<b>-576</b>	<b>-574</b>
Amount by which officers remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	2	-493
<b>Balance at 31 March</b>	<b>-574</b>	<b>-1067</b>

**27. CASH FLOW STATEMENT - OPERATING ACTIVITIES**

The cash flows for operating activities include the following items:

	2019/2020 £000	2020/2021 £000
<b>Net Surplus or (-) deficit on the Provision of Service</b>	<b>-18,834</b>	<b>-8,111</b>
<b>Adjust net surplus or deficit on the provision of services for non-cash movement:</b>		
Depreciation	6,122	6,284
Impairment and downward valuations	8,311	6,716
Amortisation	20	15
Increase / decrease in creditors	-29	6,385
Increase / decrease in debtors	1,126	-12,769
Increase / decrease in inventories	-73	-4
Pension liability	5,460	1,068
Contributions to / (-) from provisions	-85	-4
Carrying amount of non-current assets sold	2,027	3,053
Movement in investment property values	4,640	8,762
Accumulated Absences	-2	493
<b>Total</b>	<b>27,517</b>	<b>19,999</b>
<b>Adjust for items included in the net surplus or deficit on the provision of services that are investing or financing activities:</b>		
Capital grants credited to surplus or deficit on the provision of services	-1,241	-4,439
Net adjustment from the sale of short term investments	0	0
Proceeds from the sale of property plant and equipment, investment property and intangible assets	-1,515	-2,481
<b>Total</b>	<b>-2,756</b>	<b>-6,920</b>
<b>Net cash flows from Operating activities</b>	<b>5,927</b>	<b>4,968</b>

**28. CASH FLOW STATEMENT - INVESTING ACTIVITIES**

The cash flows for investing activities include the following items:

	2019/20 £000	2020/21 £000
Purchase of property, plant and equipment, investment properties and intangible assets	-13,510	-8,374
Other payments for investing activities	-3,711	0
Proceeds from the sale of property, plant and equipment, investment property and intangible assets	1,515	2,482
Proceeds from short-term and long-term investments	-2,000	-5,000
Other receipts from investing activities	1,673	6,241
<b>Total</b>	<b>-16,033</b>	<b>-4,651</b>

**29. CASH FLOW STATEMENT - FINANCING ACTIVITIES**

The cash flows for financing activities include the following items:

	2019/20	2020/21
	£000	£000
Cash receipts of short and long term borrowing	6,001	0
Other receipts from financing activities	0	0
Cash payments for the reduction of the outstanding liabilities relating to finance leases	0	0
Repayments of short and long term borrowing	-3,557	-6,057
Other payments for financing activities	3,256	9,461
<b>Net cash flows from financing activities</b>	<b>5,700</b>	<b>3,404</b>

**30. AGENCY INCOME AND EXPENDITURE**

Due to a change in accounting policy introduced in the SORP 2009, the Council is now deemed to act as an agent for Nottinghamshire County Council, Nottinghamshire Police and Crime Commissioner and Nottinghamshire Fire and Rescue Authority in respect of the collection of Council Tax. In addition, the Council acts as agent for the Government in the collection of Non-Domestic Rates. All relevant disclosures are contained within the notes of the Collection Fund.

**31. MEMBERS' ALLOWANCES**

Under the Local Authority (Members' Allowances) (England) Regulations 2003, the Council is required to disclose annually the total sum paid to members under the Council's Members' Allowances Scheme.

The Council makes payment to Councillors for work undertaken in the course of their duties. Total Allowances (consisting of Basic Allowance and Special Responsibility Allowances, excluding pension costs) during the 2020/21 financial year amounted to £435,468 (£441,698 in 2019/20). In addition to this, Members were reimbursed a total of £9,817 (£9,366 in 2019/20) for expenses incurred on Council business.

	2019/20	2020/21
	£000	£000
Basic Allowance	229	230
Special Responsibility Allowance	191	185
National Insurance	22	20
Travel and Subsistence Allowance	9	10
Other	0	0
<b>Total</b>	<b>451</b>	<b>445</b>

**Please note, the Council's directly elected Mayor voluntary gave up £8,247 from his Special Responsibility Allowance of £54,863 towards his Mayoral 500 Pledge as per his manifesto.**

**The Portfolio Holder for Housing and Ward Cllr for the Broomhill Ward voluntary gave up £5,000 from her Portfolio Holder's Allowance of £15,364 towards good causes in her area.**

## 32. OFFICERS' REMUNERATION AND EXIT PACKAGES

### a. Officers' Remuneration

The remuneration paid to the Council's senior officers in 2019/20 and 2020/21 was as follows:

Post	Notes	Salary		Expense Allowances		Total Remuneration (Exc. Pensions)		Pension Contributions		Compensation for Loss of Office		Total Remuneration	
		19/20 £000	20/21 £000	19/20 £000	20/21 £000	19/20 £000	20/21 £000	19/20 £000	20/21 £000	19/20 £000	20/21 £000	19/20 £000	20/21 £000
Chief Executive		111	116	0	0	111	116	32	35	0	0	143	151
Assistant Chief Executive (Left organisation July 2019)		25	0	0	0	25	0	7	0	0	0	32	0
Strategic Director		80	84	0	0	80	84	23	25	0	0	103	109
Strategic Director		77	82	0	0	77	82	23	24	0	0	100	106
Head of Housing		52	62	1	0	53	62	15	19	0	0	68	81
Head of Planning & Regeneration		63	65	0	0	63	65	19	20	0	0	82	85
Head of Law & Governance		58	62	0	0	58	62	17	19	0	0	75	81
Head of Finance		59	63	0	0	59	63	17	19	0	0	76	82
Head of Neighbourhood Services		63	65	1	0	64	65	18	20	0	0	82	85
Head of Health & Communities		59	63	0	0	59	63	17	19	0	0	76	82
Head of People & Transformation (In post October 2019)		26	62	0	0	26	62	8	18	0	0	34	80
<b>Totals</b>		<b>673</b>	<b>724</b>	<b>2</b>	<b>0</b>	<b>675</b>	<b>724</b>	<b>196</b>	<b>218</b>	<b>0</b>	<b>0</b>	<b>871</b>	<b>942</b>

The Council underwent a Senior Management restructure which was implemented on 1 April 2020; a copy of the new Corporate Leadership Team structure that was established can be found in the Narrative Statement.

**b. Employees by Remuneration bands**

During the 2020/21 financial year the number of employees whose taxable remuneration (excluding employers' pension contributions) was £50,000 or more in bands of £5,000 is detailed in the table below. This includes those senior managers detailed in the preceding table.

Remuneration Band	2019/20	2020/21
£50,000 - £54,999	1	0
£55,000 - £59,999	3	0
£60,000 - £64,999	2	7
£65,000 - £69,999	0	0
£70,000 - £74,999	0	0
£75,000 - £79,999	2	0
£80,000 - £84,999	0	2
£85,000 - £89,999	0	0
£90,000 - £94,999	0	0
£95,000 - £99,999	0	0
£100,000 - £104,999	0	0
£105,000 - £109,999	0	0
£110,000 - £114,999	1	0
£115,000 - £119,999	0	1

**c. Exit Packages**

The Council terminated the contracts of a number of employees in 2020/21, incurring liabilities of £153,214 (2019/20 £327,616).

During 2020/21 there were 13 departures of which there were 2 compulsory redundancies which incurred liabilities of £134,064. The number of exit packages with total cost per band and total cost of the redundancies are set out in the table below:

Exit package cost band (including special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band £000	
	2019/20	2020/21	2019/20	2020/21	2019/20	2020/21	2019/20	2020/21
£0 -£20,000	3	2	21	11	24	13	211	134
£20,001 - £40,000	1	0	1	0	2	0	55	0
£40,001 - £60,000	0	0	1	0	1	0	48	0
£60,001 - £80,000	0	0	0	0	0	0	0	0
£80,001 - £100,000	0	0	0	0	0	0	0	0
£100,001 - £150,000	0	0	0	0	0	0	0	0
£150,001 - £200,000	0	0	0	0	0	0	0	0
£200,001 - £250,000	0	0	0	0	0	0	0	0
<b>Total</b>	<b>4</b>	<b>2</b>	<b>23</b>	<b>11</b>	<b>27</b>	<b>13</b>	<b>314</b>	<b>134</b>

**33. EXTERNAL AUDIT COSTS**

The Council incurred the following fees relating to external audits and statutory inspections carried out by Mazars:

	2019/20	2020/21
	£000	£000
Fees payable with regard to external audit services carried out by the appointed auditor for the year	42	64
Fees payable in respect of other services provided by the external auditors during the year	4	7
<b>Total</b>	<b>46</b>	<b>71</b>

The fees payable in respect of other services provided by the external auditors are for the certification the Housing Pooling Return certification £3,500.

**34. GRANT INCOME**

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement. In accordance with correct accounting practice a number of grants, contributions and donations that have yet to be applied (and there are no conditions attached) have been transferred to Earmarked Reserves.

	2019/20	2020/21
	£000	£000
<b>Credited to Taxation and Non-specific Grant Income and Expenditure:</b>		
<b>Grants:</b>		
Revenue Support Grant	244	248
Covid-19 Grants	0	3,350
Capital Grants	1,633	4,305
New Homes Bonus	613	647
Business Rates - Small business rate relief	1,311	7,805
<b>Total</b>	<b>3,801</b>	<b>16,355</b>
<b>Credited to Services:</b>		
<b>Grants:</b>		
Housing Benefits and Council Tax Subsidy	26,177	26,262
NDR Cost of Collection	126	125
Department for Works and Pensions (DWP)	157	4
Other Grants	1,090	1,265
Covid-19 Grants	0	5,541
<b>Contributions:</b>		
Nottinghamshire County Council - Contributions	253	200
Other Contributions	1,861	1,429
<b>Total</b>	<b>29,664</b>	<b>34,826</b>

The Council has received a number of grants and contributions that have yet to be recognised as income as they have conditions attached to them which will require the monies to be returned to the giver if the conditions are not met. The balance at the year end is as follows:

LONG TERM LIABILITIES	2019/20 £000	2020/21 £000
<b>Grants Receipts in Advance (Capital Grants):</b>		
Developers (Section 106) contributions – revenue	0	0
Developers (Section 106) contributions – capital	946	1,835
<b>Total</b>	<b>946</b>	<b>1,835</b>

### 35. RELATED PARTIES

The Council is required to disclose any material transactions with related parties, that is bodies or individuals that have the potential to either control or influence the Council or be controlled or influenced by the Council. Disclosure of these transactions allows the reader to assess the extent to which the Council might be constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

**Central Government** has significant control over the general operations of the Council. It is responsible for providing the statutory framework within which the Council operates, providing the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (for example, Housing Benefits).

**Nottinghamshire County Council, Nottinghamshire Police Authority and Nottinghamshire Fire and Rescue Service** issue precepts on the Council; these are shown on the face of the Collection Fund Account.

**Members** of the Council have direct control over the Council's financial and operating policies. In accordance with the Elected Members' Code of Conduct, Council Members are obliged to disclose pecuniary and non-pecuniary interests in their Register of Interests form, within 28 days of being elected or the interest arising. In addition Members are required to disclose any transactions with parties related to the Council on an annual basis in their Related Party Transaction forms. The Monitoring Officer has checked each of these forms against the Registers of Interests to ensure that no discrepancies arose. The disclosures were found to be consistent.

**Chief Officers** were also asked to disclose any relevant interests; no matters of undue influence were identified in respect of related party transactions. The Related Party Transaction forms of the Chief Officers were also checked by the Monitoring Officer for any apparent conflicts and none were identified.

#### **Shared Service Arrangements:**

- During 2012/13 the Council entered into two shared service arrangements with Ashfield District Council; Regeneration took place in May 2012 with Mansfield District Council being the host Council; and Legal Services in November 2012 with Ashfield District Council being the host Council.
- During 2013/14 the Council entered into a shared service arrangement with Ashfield District Council, for Human Resources in December 2013 with Mansfield District Council being the host Council.

- In April 2014 the Council entered into a shared service arrangement with Bassetlaw District Council for Health and Safety.
- Procurement was delivered in 2019/20 by Nottingham City Council. Previous to this the Council had been in a shared service for procurement with Bassetlaw which started in 2014.

During 2012/13 the Council entered into a 10 year contract for the management of the Council's four leisure centres from the 1 May 2012. Serco Leisure is the Managing Agents for the Council's leisure centres to the Mansfield District Leisure Trust. One Councillor from Mansfield District Council is on the Board of Trustees, along with five other independent trustees (who have no relationship to the Council). Mansfield District Council paid Serco Leisure £648,787 for the contract management of the Council's leisure centres during 2020/21 and £639,202 during 2019/20.

#### **Interest in Subsidiaries or associated companies:**

Mansfield District Council is jointly responsible for the operation of the Mansfield and District Joint Crematorium Committee along with Ashfield District Council and Newark and Sherwood District Council. Note 36 provides additional information as to the amounts relating to the Mansfield and District Joint Crematorium which have been disclosed.

In August 2015, Mansfield District Council set up a Housing Company (Mansfield Homes Ltd) which will be responsible for building housing within the District. Mansfield District Council is the sole shareholder of this company. The board of the Housing Company consists of Directors, of which 3 are made up of appointed elected Members or Officers of Mansfield District Council. During the 2020/21 financial year, the Housing Company completed the building of 23 homes, of which the sale of 4 properties was completed. Mansfield District Council has loaned Mansfield Homes Ltd £0.329million during 2020/21 and received £1.25million in loan repayments (the total loan to date amounts to £7.353million, this figure is included within Note 19 Long Term Debtors). The Group Accounts section of these financial statements shows the consolidated position of Mansfield District Council and Mansfield Homes Ltd.

#### **Berry Hill Park**

In July 2019 the Council took on Corporate Trusteeship of Berry Hill Park, which operated as a charitable trust. The trust produces its own charity accounts however, these are not reflected in the Council's financial statements due to materiality.

### **36. MANSFIELD AND DISTRICT JOINT CREMATORIUM**

The Council, along with Ashfield District Council and Newark and Sherwood District Council, operates the Mansfield and District Joint Crematorium.

The Mansfield and District Crematorium accounts for the year ended 31 March 2021 have been included in the Mansfield District Council's accounts; the basis for this inclusion is on usage. The Balance Sheet figures and the Income and Expenditure Statement are based on the usage within the year.

The table below shows the percentages which have been applied in 2020/21 and 2019/20 for comparison:

Mansfield District Council – Statement of Accounts 2020/21

	Balance Sheet		Income & Expenditure Statement	
	2019/20	2020/21	2019/20	2020/21
	%	%	%	%
Mansfield District Council	48.98	49.48	48.98	49.48
Ashfield District Council	43.74	44.81	43.74	44.81
Newark and Sherwood District Council	7.28	5.71	7.28	5.71
	<b>100.00</b>	<b>100.00</b>	<b>100.00</b>	<b>100.00</b>

The figures below show the Council's 'share' of the Mansfield and District Joint Crematorium income and expenditure, assets and liabilities which have been included in the Council's Comprehensive Income and Expenditure Statement and Balance Sheet based on the proportions stated above.

2019/20			Comprehensive Income and Expenditure Statement			2020/21		
Gross Cost	Gross Income	Net Cost		Gross Cost	Gross Income	Net Cost		
£000	£000	£000		£000	£000	£000		
541	-854	-313	General Fund continuing operations	654	-1,032	-378		
<b>541</b>	<b>-854</b>	<b>-313</b>	<b>Net Cost of Service</b>	<b>654</b>	<b>-1032</b>	<b>-378</b>		
			0 Other Operating Expenditure			-17		
			-4 Investment income			0		
			14 Pension Interest			12		
			<b>-303 Surplus/ Deficit on the Provision of Services</b>			<b>-382</b>		
			-62 Reverse Depreciation			-147		
			-42 Remeasurement of Pension			202		
			<b>-104 Other Income and Expenditure</b>			<b>55</b>		
			<b>-407 Total Income and Expenditure</b>			<b>-328</b>		
			-5 Transferred to/from general reserve			-33		
			<b>-412 Comprehensive Income and Expenditure</b>			<b>-361</b>		

2019/20	Balance Sheet	2020/21
£000		£000
1,053	Property, Plant and Equipment	1,011
<b>1053</b>	<b>Long Term Assets</b>	<b>1,011</b>
111	Short term Debtors	249
0	Short Term Investments	0
821	Cash and Cash Equivalents	817
<b>932</b>	<b>Current Assets</b>	<b>1066</b>
-424	Creditors	-470
<b>-424</b>	<b>Current Liabilities</b>	<b>-470</b>
-559	Pension	-819
<b>-559</b>	<b>Long Term Liabilities</b>	<b>-819</b>
<b>1,002</b>	<b>Net Assets</b>	<b>788</b>
	<b>Financed By:</b>	
392	Capital Fund	351
116	General Reserve	261
-559	Pension Reserve	-835
837	Capital Adjustment Account	801
216	Revaluation Reserve	210
<b>1,002</b>	<b>Total Reserves</b>	<b>788</b>

### 37. ANALYSIS OF THE COLLECTION FUND BALANCE

The total carry forward balance on the Collection Fund has been disaggregated to show the balance belonging to the Council and the amounts owed to / or by the other precepting bodies for whom the Council collects on behalf of. The following table shows the breakdown of the Collection Fund Balance for 2019/20 and 2020/21:

	2019/20	2020/21
	£000	£000
<b>Debtor:</b>		
Central Government	0	0
Nottinghamshire County Council	0	0
Nottinghamshire Police Authority	0	0
Nottinghamshire Fire and Rescue Service	0	0
<b>Creditor:</b>		
Central Government	-304	8,524
Nottinghamshire County Council	-751	527
Nottinghamshire Police Authority	-103	-160
Nottinghamshire Fire and Rescue Service	-44	118
<b>Financing:</b>		
Mansfield District Council	-332	6,693
<b>Total</b>	<b>-1,534</b>	<b>15,702</b>

The amount retained by the Council is shown in the Balance Sheet within the Financing section (unusable reserves), whilst the amounts owing to/from the other precepting authorities have been included within the debtor/creditor figures.

### 38. TRUST FUNDS AND LEGACIES

The Council acts as a sole trustee for minor legacies left behind by inhabitants of the District; the current value of these is £3,101.

The Council acts as trustees for three charitable trusts:

- Yeoman Hill Park
- Warsop Vale Miners Welfare Recreation Ground and Institute
- Racecourse Park

With the exception of the Racecourse Park, these charitable trusts have no significant assets at 31 March 2021.

#### Racecourse Trust

The Council acts as sole trustee for the charity known as the Allotment for Exercise in the Ancient Parish of Mansfield. The purpose of the trust is to provide facilities for leisure in the interests of social welfare for the inhabitants of Mansfield.

	2019/20	2020/21
	£000	£000
Total expenditure	16	36
Total Income	-3	-1
<b>Total</b>	<b>13</b>	<b>35</b>

The Trust also invests its permanent endowment with the Council. At 31 March 2021 the value of this investment was £135,917 (£135,817 at 31 March 2020).

**39. CAPITAL EXPENDITURE AND CAPITAL FINANCING**

The total amount of capital expenditure incurred in the year is shown below, together with the resources that have been used to finance it.

	2019/20	2020/21
	£000	£000
<b>Opening Capital Financing Requirement:</b>	150,123	155,052
<b>Capital investment</b>		
Property, Plant and Equipment	7,576	7,201
Investment Property	5,931	43
Intangible Assets	5	0
Revenue Expenditure Funded from Capital Under Statute	1,585	801
Other	3,250	329
<b>Sourcing of Financing:</b>		
Capital Receipts	-1,060	-1,725
Grants and Other Contributions	-1,406	-2,131
Revenue Contributions	-545	-499
Major Repairs Reserve	-4,737	-2,092
Earmarked Reserves	-1,570	-819
Un-earmarked Reserves	0	-6
Minimum Revenue Provision (MRP)	-4,100	-8,487
<b>Closing Capital Financing Requirement</b>	<b>155,052</b>	<b>147,667</b>
<b>Explanation of movements in year:</b>		
Increase in underlying need to borrowing (supported by Government financial assistance)	0	0
Increase in underlying need to borrowing (unsupported by Government financial assistance)	9,029	1,102
Less set aside	-4,100	-8,487
<b>Increase / (-) Decrease in Capital Financing Requirement</b>	<b>4,929</b>	<b>-7,385</b>

**40. LEASES****Assets Held under Finance Lease, the Council as a Lessee**

At 31 March 2021, the Council had no finance leasing arrangements and none at 31 March 2020.

**Assets held under Operating Leases**

The Council has several operating leases for computer equipment and a warden intercom system. In 2020/21, the Council paid £86,000 in respect of these leasing arrangements. The Council is also the lessee of the Clumber Street and Walkden Street car parks. During 2020/21 the Council paid £449,000 in respect of these leasing arrangements. The contract for the lease of Walkden Street Car Park has 53 years to run and expires in 2074 the annual rental is £338,000, the lease of Clumber Street Car Park expires in 2022.

The following table shows the outstanding commitment in respect of the IT equipment and warden intercom system operating leases held by the Council at 31 March 2021, analysed by maturity of the contract:

Mansfield District Council – Statement of Accounts 2020/21

	2019/20	2020/21
	£000	£000
Lease expiring within a year	0	1
Expires between two and five years	233	166
Expires over five years	0	0
<b>Total</b>	<b>233</b>	<b>167</b>

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

	2019/20	2020/21
	£000	£000
Internal Support Service Accounts	10	9
Housing Revenue Account	77	77
<b>Total</b>	<b>87</b>	<b>86</b>

The following table shows the outstanding commitment in respect of property operating leases held by the Council at 31 March 2021, analysed by maturity of the contract:

	2019/20	2020/21
	£000	£000
Property leases expiring within a year	0	0
Property leases expires between two and five years	229	120
Property lease expire over five years	18,418	18,081
<b>Total</b>	<b>18,647</b>	<b>18,201</b>

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

	2019/20	2020/21
	£000	£000
Property leases in internal Support Service Accounts	509	449

The following table shows the outstanding commitment in respect of all operating leases held by the Council at 31 March 2021, analysed by maturity of the contract:

	2019/20	2020/21
	£000	£000
Lease expiring within a year	0	1
Expires between two and five years	462	286
Expires over five years	18,418	18,081
<b>Total</b>	<b>18,880</b>	<b>18,368</b>

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

	2019/20	2020/21
	£000	£000
Internal Support Service Accounts	519	458
Housing Revenue Account	77	77
<b>Total</b>	<b>596</b>	<b>535</b>

## The Council as a Lessor

### Operating Leases

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

- For the provision of community services
- For economic development purposes to provide suitable affordable accommodation for local businesses

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

	2019/20	2020/21
	£000	£000
Not later than one year	6,551	6,714
Later than one year and not later than five years	25,727	26,387
Later than five years	203,845	200,442
<b>Total</b>	<b>236,123</b>	<b>233,543</b>

## 41. IMPAIRMENT LOSSES

During 2020/21 and 2019/20 the Council had not recognised any impairment losses and therefore no disclosure is required.

## 42. RETIREMENT BENEFITS

This note refers to the Council's employees and excludes employees of the Mansfield and District Joint Crematorium Committee.

### a. Participation in Pensions Schemes

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

The Council participates in the Local Government Pension Scheme, administered locally by Nottinghamshire County Council. This is a funded defined benefit statutory scheme,

meaning that the Council and the employees pay contributions into a fund, calculated at a level intended to balance the pension’s liabilities with investment assets.

In April 2020, Mansfield District Council was given the opportunity to pay three years’ lump sum payment over to Nottinghamshire County Council in advance for the financial years 2020/21, 2021/22 and 2022/23, which would generate a saving to the Council of £123,999 over the same period. The accounts for 2020/21 show one year’s lump sum pension payment of £2.232million, which is the first amount relating to this lump sum payment. The pension reserve and liability current differ by the remaining amount of the prepayment, at the end of 2022/23, the two will be back in balance.

The pension 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 Nottinghamshire County Council. Day to day administration of the fund is undertaken by a team within the County Council. Where appropriate some functions are delegated to the Fund’s professional advisors.

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

The latest available membership data is shown in the table below:

	Number	Salaries / Pensions	Average Age
		£000	
Active members	744	15,665	48
Deferred pensioners	978	1,770	48
Pensioners	1,090	5,938	72
Unfunded pensioners	207	330	80

#### **b. Transactions Relating to Post-Employment Benefits**

The costs of retirement benefits are recognised 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 made against council tax is based on the cash payable in the year, so the real cost of post-employment benefits is reversed out of the General Fund via the Movement in Reserves Statement.

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

Transactions Relating to Post-Employment Benefits	2019/20	2020/21
	£000	£000
<b>Comprehensive Income and Expenditure - Statement</b>		
<b>Cost of Services:</b>		
Current Service cost	5,921	6,999
Past Service costs	0	193
(gain)/loss from settlements	0	0
<b>Financing and Investment Income and Expenditure:</b>		
Net interest expense	2,494	2,361
Administration expenses	59	64
<b>Total charged to the Surplus / Deficit on the Provision of Services</b>	<b>8,474</b>	<b>9,617</b>
<b>Re-measurement of the net defined benefit liability comprising:</b>		
Return on plan assets	-13,348	26,635
Changes in demographic assumptions	3,589	2,722
Changes in financial assumptions	22,465	-57,424
Other gains and (-)losses	-990	0
Experience gain/loss on the defined benefit obligation	-9,672	3,060
<b>Total charged to Other Comprehensive Income and Expenditure</b>	<b>2,044</b>	<b>-25,007</b>
<b>Total charged to the Comprehensive Income and Expenditure Statement</b>	<b>10,518</b>	<b>-15,390</b>
<b>Movement in Reserves Statement -</b>		
Reversal of net charges made to the Surplus or Deficit on the Provision of Services	-8,474	-9,617
<b>Actual amount charged against the General Fund Balance for pensions:</b>		
Employers' contributions payable to the Scheme	5,318	5,131

### c. Assets and Liabilities in Relation to Post-Employment Benefits

The following table provides a reconciliation of present values of the scheme's liabilities for the Council during the 2019/20 and 2020/21 financial year:

Reconciliation of the Present Value of the Scheme Liabilities (Defined Benefit Obligation)	2019/20	2020/21
	£000	£000
<b>Opening Balance</b>	253,619	240,669
Current service cost	5,921	6,999
Interest cost	5,984	4,531
Contribution from scheme participants	980	971
Re-measurement gain/(-)loss:		
Change in demographic assumptions	-3,589	-2,722
Change in financial assumptions	-22,465	57,424
Experience loss / (-) gain on defined benefit obligation	9,672	-3,060
Past service costs, including curtailments	340	193
Liabilities assumed / (-) Extinguished on settlements	-648	0
Estimated benefits paid (net of transfer in)	-8,874	-7,978
Unfunded pension payments	-271	-264
<b>Closing Defined Benefit Obligation</b>	<b>240,669</b>	<b>296,763</b>

The following table provides a reconciliation of fair values of the scheme's assets during 2019/20 and 2020/21 financial years:

Reconciliation of the Movements in the Fair Value of Scheme Assets	2019/20	2020/21
	£000	£000
Opening fair value of scheme assets	148,180	131,901
Interest income	3,490	2,170
Re-measurement gain/(-)loss:		
Return on assets less interest	-13,348	26,635
Other actuarial gains / (-) losses	-990	0
Administration expenses	-59	-64
Contributions by employer	3,101	8,566
Contributions by employees into the scheme	980	971
Benefits paid	-9,145	-8,242
Settlement prices received/paid	-308	0
<b>Closing fair value of scheme assets</b>	<b>131,901</b>	<b>161,937</b>

The interest income on scheme assets and interest expense on scheme liabilities 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 (31 March 2021). Expected returns on equity investments reflect long term rates of return experienced in the respective markets.

The total return on the fund for the year to 31 March 2021 was £27.277million (-£9.858million in 2019/20).

**d. Scheme History**

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

	2019/20	2020/21
	£000	£000
Fair value of plan assets	131,901	161,937
Present value of the defined benefit obligation	-240,669	-296,763
<b>Net liability arising from defined benefit obligation</b>	<b>-108,768</b>	<b>-134,826</b>

The liabilities show the underlying commitments that the Council has in the long run to pay for post-employment (retirement) benefits. The total liability of £136.347million in 2020/21 has a substantial impact on the net worth of the Council as recorded in the Balance Sheet.

However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy; 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 total contributions expected to be made to the Pension Scheme by the Council in the year to 31 March 2021 are £2.995million (2020/21 being £3.101million).

**e. Projected Pension Expenditure**

The projected pension expenses for the year to 31 March 2022 are:

Projections for the year to March 2022	£000
Service Cost	7,351
Interest Cost	2,695
Administration Expenses	70
<b>Total</b>	<b>10,116</b>
Employer Contributions	2,995

These figures exclude the capitalised cost of any early retirements or augmentations which may occur after 31st March 2021. These projections are based on the assumptions as at 31st March 2021, as described in the actuary's report.

**f. Basis for Estimating Assets and Liabilities**

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years is dependent on assumptions about mortality rates and salary levels.

The Nottinghamshire County Council Fund liabilities have been assessed by Barnett Waddingham, an independent firm of actuaries, estimates for the County Council Fund being based on the latest full valuation of the scheme at 31 March 2019

Under the projected unit method, the current service cost will increase as the Members of the scheme approach retirement. The main assumptions used by the Actuary in their calculations have been:

	2019/20	2020/21
	%	%
<b>Mortality assumptions:</b>		
Longevity at 65 for current pensioners:		
Men	21.8	21.6
Women	24.4	24.3
Longevity at 65 for future pensioners:		
Men	23.2	22.9
Women	25.8	25.7
<b>Financial Assumptions:</b>		
Rate of increase in retail price index (RPI)	2.70	3.20
Rate of increase in consumer price index (CPI)	1.90	2.80
Rate of increase in salaries	2.90	3.80
Rate of increase in pensions	1.90	2.80
Rate for discounting scheme liabilities	2.35	2.00

**Assets**

The return on the Fund for the year to 31 March 2021 is estimated to be 20.44% (-7% for 2019/20). The estimated asset allocation for the Council as at 31 March 2020 is as follows:

Asset Share	31 March 2020		31 March 2021	
	£000	%	£000	%
Equities	76,126	58	102,207	64
Gilts	5,480	4	5,677	4
Other Bonds	12,119	9	11,990	7
Property	19,667	15	17,017	11
Cash	5,375	4	8,576	5
Inflation - Linked Pooled Fund	4,928	4	6,253	4
Infrastructure	8,206	6	8,696	5
<b>Total</b>	<b>131,901</b>	<b>100</b>	<b>160,416</b>	<b>100</b>

**Additional Assumptions:**

- Members will exchange half of their commutable pension for cash at retirement.
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age.
- The proportion of the membership that had taken up the 50:50 option at the previous valuation date will remain the same.

The estimation of the defined benefit obligations is sensitive to the Actuarial assumptions set out in the tables above. The sensitivity analysis below have been determined based on reasonably possible changes of the assumption occurring at the end of the reporting period and assumes for each change that the assumption analysed changes, while all other assumption remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, which is on

an Actuarial basis using the projected unit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period

Impact on the Defined Benefit Obligation in the Scheme:	Increase in Assumption £000	Decrease in Assumption £000
Rate for discounting scheme liabilities (increase or decrease by 0.1%)	291,288	302,347
Rate of increase in salaries (increase or decrease by 0.1%)	297,248	296,281
Rate of increase in pensions (increase or decrease by 0.1%)	301,813	291,807
Adjustment to mortality age (longevity) (increase or decrease in 1 year)	311,202	283,019

#### g. Mansfield Joint Crematorium Committee

The Council along with Ashfield District Council and Newark and Sherwood District Council operates the Mansfield and District Joint Crematorium. The Joint Committee has 13 (FTE) members of staff who are employees of Mansfield District Council. The details of post-employment benefits in this note exclude those staff however they are members of the Local Government Pension Scheme. The legal position, assumptions and risks are similar to those that apply to the Council's other employees and are detailed above.

The amounts included in the Joint Crematorium Committee financial statements are set out in summary below. The actual amounts incurred by Mansfield District Council are set out in notes 26 and 36.

	2019/20 £000	2020/21 £000
<b>i Transactions Relating to Post-Employment Benefits</b>		
<b>Comprehensive Income and Expenditure Statement</b>		
Current Service cost	98	86
Net interest expense	29	25
<b>Total charged to the Comprehensive Income and Expenditure Statement</b>	<b>127</b>	<b>111</b>
Reversal of net charge in the Movement in Reserves Statement made to the Surplus or Deficit on the Provision of Services	-127	-111
Actual amount charged for employers contributions	65	65
<b>ii Pension Assets and Liabilities Recognised the Balance Sheet</b>		
Opening Value of Scheme	1,225	1,141
Increase/ Reduction in Scheme Liabilities (Defined Benefit Obligation)	-309	678
Increase/ Reduction in Fair value of assets	225	-164
<b>Closing Value of Scheme</b>	<b>1,141</b>	<b>1,655</b>

#### **43. CONTINGENT ASSETS AND LIABILITIES**

The Council has continued to recognise the contingent assets and liabilities disclosed below:

The Council has identified that remedial works are required at one of its investment properties. The asset has been subject to an impairment review in 2020/21, which reflects the current value of the property and the works required. The value of the income received by the Council is not materially affected and the Council will continue to monitor the situation as it develops during 2021/22.

In February 2015, PSTAX (the Council's VAT advisors), advised the Council of an opportunity to recover VAT from Royal Mail and HMRC. The Council agreed to pursue the claim: On 28 April 2015, following the matter being litigated, it further agreed that Mishcon De Reya, Solicitors, would act on the council's behalf. The Council is one of 285 named Claimants in the Action. The claim against Royal Mail is that postage charges were charged as exempt, which should have been standard rated for recovery of VAT paid over many years. A consequence of this is that the recipients of such supplies have been prevented from reclaiming input VAT that should have been properly included in the charge. There is a potential refund opportunity for recipients of Royal Mail postage services for the VAT that would have been included in the consideration paid on services treated as exempt that should actually have been taxable; and HMRC for the input VAT "embedded" within past payments made for supplies received from the Royal Mail. The Council has paid £9,735.08 plus VAT in various fees to date; The Council's claim, being net of VAT is £2.8 million from 1990 to 2015, which covers different VAT rates; it is therefore difficult with any great accuracy to determine the amount the Council might be refunded from Royal Mail if it wins the Court Case, but a 10% estimate has been placed, namely £280,000.

#### **44. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS**

The Council's management of treasury risks actively works to minimise the Council's exposure to the unpredictability of financial markets and to protect the financial resources available to fund services. The Council has fully adopted CIPFA's Code of Treasury Management Practices and has written principles for overall risk management as well as written policies and procedures covering specific areas such as credit risk, liquidity risk and market risk.

**Credit Risk** - Credit risk arises from the short-term lending of surplus funds to banks, building societies and other local authorities as well as credit exposures to the Council's customers.

It is the policy of the Council to place deposits only with a limited number of high quality banks and building societies whose credit rating is independently assessed as sufficiently secure by the Council's treasury advisers and to restrict lending to a prudent maximum amount for each institution. The Council also has a policy of limiting deposits with institutions to a maximum of £7million. Each year the Council is required to approve a Treasury Management and Annual Investment Strategy which sets out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments; the Treasury Management and Annual Investment Strategy for the 2019/2020 financial year was approved on the 5 March 2019.

The following analysis summarises the Council's potential maximum exposure to credit risk, based on past experience and current market conditions. No credit limits were

exceeded during the financial year and the Council expects full repayment on the due date of deposits placed with its counterparties.

	Amounts as at 31 March	Historical experience of default	Historical experience adjusted for market conditions as at 31 March	Estimated maximum exposure to default and uncollectability
	£000	%	%	£000
<b>2020/21</b>				
Deposits with banks and other financial institutions	27,999	0.00	0.00	0
Customers	4,464	8.00	8.00	357
<b>Total</b>	<b>32,463</b>			<b>357</b>
<b>2019/20</b>				
Deposits with banks and other financial institutions	20,622	0.00	0.00	0
Customers	4,321	9.00	9.00	389
<b>Total</b>	<b>24,943</b>			<b>389</b>

The Council does not generally allow extended credit for customers, but £2.828million of the £4.464million balance relating to 2019/2020 is past its due date for payment. The past due amount can be analysed by age as follows:

	At 31 March 2020 £000	At 31 March 2021 £000
Less than 3 months	1,719	1,636
3 to 6 months	190	253
6 months to 1 year	412	373
More than 1 year	2,000	2,202
<b>Total</b>	<b>4,321</b>	<b>4,464</b>

**Liquidity Risk** - The Council has access to a facility to borrow from the Public Works Loans Board (PWLB). As a result there is no significant risk that the Council will be unable to raise finance to meet its commitments under financial instruments. The Council has safeguards in place to ensure that a significant proportion of its borrowing does not mature for repayment at any one time in the future to reduce the financial impact of re-borrowing at a time of unfavourable interest rates. The Council's policy is to ensure that not more than 20% of loans are due to mature within any financial year and 20% within any rolling five-year period through a combination of prudent planning of new loans taken out and where it is economic to do so, making early repayments.

The maturity structure of financial liabilities is as follows (at nominal value):

	At 31 March 2020 £000	At 31 March 2021 £000
Public Works Loans Board	92,073	86,016
Market Debt	4,500	4,500
Temporary borrowing	707	700
<b>Total</b>	<b>97,280</b>	<b>91,216</b>
Less than 1 year	6,764	5,257
Between 1 and 2 years	4,557	8,057
Between 2 and 5 years	25,286	26,729
Between 5 and 10 years	23,673	16,173
More than 10 years	37,000	35,000
<b>Total</b>	<b>97,280</b>	<b>91,216</b>

**Market Risk** - The Council is exposed to interest rate risk in two different ways; the first being the uncertainty of interest paid/received on variable rate instruments, and the second being the effect of fluctuations in interest rates on the fair value of an instrument.

The current interest rate risk for the authority is summarised below:

- decreases in interest rates will affect interest earned on variable rate investments, potentially reducing income credited to the Comprehensive Income and Expenditure Statement
- increases in interest rates will affect interest paid on variable rate borrowings, potentially increasing interest expense charged to the Comprehensive Income and Expenditure Statement
- the fair value of fixed rate financial assets will fall if interest rates rise. This will not impact on the Balance Sheet for the majority of assets held at amortised cost, but will impact on the disclosure note for fair value. It would have a negative effect on the Balance Sheet for those assets held at fair value in the Balance Sheet, which would also be reflected in Comprehensive Income and Expenditure Statement
- the fair value of fixed rate financial liabilities will rise if interest rates fall. This will not impact on the Balance Sheet for the majority of liabilities held at amortised cost, but will impact on the disclosure note for fair value

The Council has a number of strategies for managing interest rate risk. Policy is to aim to keep a maximum of 20% of its borrowings in variable rate loans. During periods of falling interest rates, and where economic circumstances make it favourable, fixed rate loans will be repaid early to limit exposure to losses. The risk of loss is ameliorated by the fact that a proportion of government grant payable on financing costs will normally move with prevailing interest rates or the authority's cost of borrowing and provides compensation for a proportion of any higher costs.

The Council's 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. The analysis will also advise whether new borrowing taken out is fixed or variable.

According to this assessment strategy, at 31 March 2021, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	At 31 March 2020 £000	At 31 March 2021 £000
Increase in interest payable on variable rate borrowings	15	15
Increase in interest receivable on fixed rate investments that mature within 12 months	-179	-243
Increase in government grant receivable for financing costs	0	0
<b>Impact on (-) Surplus / Deficit on the Provision of Services</b>	<b>-164</b>	<b>-228</b>
Decrease in fair value of 'available for sale' investment assets	0	0
<b>Impact on Other Comprehensive Income and Expenditure</b>	<b>0</b>	<b>0</b>
Decrease in fair value of fixed rate investment assets (no impact on the surplus / deficit on the Provision of Services or other Comprehensive Income and Expenditure Account)	0	0
Decrease in fair value of fixed rate borrowing liabilities (no impact on the surplus / deficit on the Provision of Services or other Comprehensive Income and Expenditure Account)	10,096	10,409

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

### Foreign Exchange Risk

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

### 45. AUTHORISATION OF ACCOUNTS FOR APPROVAL

The Statement of Accounts for Mansfield District Council was signed by the Responsible Financial Officer on the 18 June 2021.

# **SUPPLEMENTARY FINANCIAL STATEMENTS**

## THE HOUSING REVENUE ACCOUNT (HRA)

The Housing Revenue Account (HRA) summarises the transactions relating to the provision, maintenance and management of the Council's housing stock. The account has to be self-financing and cannot be subsidised by the General Fund.

The HRA income and expenditure statement below shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants.

The Council charge rents to cover expenditure in accordance with regulations; this may be different from the accounting cost. The increase or decrease in the year, on the basis of which rents are raised, is shown in the Movement on the HRA Statement.

2019/20	Income and Expenditure Statement	Note	2020/21
£000			£000
	<b>Income</b>		
-24,865	Dwelling rents		-24,141
-745	Non-dwelling rents		-529
-874	Charges for services and facilities	3	-910
-1,651	Contribution towards expenditure	4,5	-1,810
<b>-28,135</b>	<b>Total Income</b>		<b>-27,390</b>
	<b>Expenditure</b>		
7,381	Repairs and maintenance		6,767
8,026	Supervision and management		7,358
124	Rents, rates, taxes and other charges		481
9,815	Depreciation, impairment and revaluation losses of non-current assets	6,7	7,465
31	Debt Management costs		30
283	Increase in bad debt provision		185
<b>25,660</b>	<b>Total Expenditure</b>		<b>22,286</b>
<b>-2,475</b>	<b>Net cost of HRA Services as included in the Comprehensive Income and Expenditure Statement (CIES)</b>		<b>-5,104</b>
347	HRA services' share of Corporate and Democratic Core		347
<b>-2,128</b>	<b>Net Expenditure or (-) Income for HRA Services</b>		<b>-4,757</b>
	<b>HRA share of operating income and expenditure included in the CIES</b>		
-360	(-) Gain / loss on sale of HRA non-current assets	9	-291
2,770	Interest payable and similar charges	10	2,698
68	Revaluation and impairment of investment property	8	90
-339	Interest and investment income	10	-38
<b>11</b>	<b>(-) Surplus / Deficit for the year on HRA Services</b>		<b>-2,298</b>

## EXPLANATORY NOTES TO THE HOUSING REVENUE ACCOUNT (HRA)

### 1. DWELLING RENTS

This represents the total rent due from council tenants excluding any empty properties:

- The average weekly rent during 2020/21 was £74.43 (£72.09 in 2019/2020).
- Voids (empty properties) accounted for 4.75% of the total stock as at 31 March 2021 (3.19% at the 31 March 2020).

Between August 2014 and April 2021, the Council has managed properties on behalf of the PA Housing Association (formerly ASRA). The 100 properties were handed back to PA Housing on 6 April 2020 (100 properties were managed in 2019/20). Included in dwelling rents for 2020/21 is income of £7,000 of which £4,000 was paid over to PA Housing. No management fee was due to the Council in 2020/21 as the agreement ended in March 2020, under the terms of agreement the Council received a management fee of £104,000 in 2019/20 and £7,000 which was a 50% share of rents collected by the Council in excess of 90%.

During 2019/20, the Council raised rent charges on the ASRA properties totalling £388,000, and collected £377,000 (97.16%).

### 2. NON-DWELLING RENTS

This represents rent received from the other HRA non-current assets which are not defined dwellings, for example shops and garages.

### 3. CHARGES FOR SERVICES AND FACILITIES

This includes charges for services provided by the Council in connection with the provision of property for occupancy, and comprises:

	2019/20 £000	2020/21 £000
District heating	259	157
Sheltered accommodation / warden aided	436	526
Service charges on leased flats	179	227
<b>Total</b>	<b>874</b>	<b>910</b>

### 4. CONTRIBUTION TOWARDS EXPENDITURE

This represents charges for services to vulnerable people such as homeless provision and care of the elderly. In 2020/21 £103,000 was charged for providing these services. (In 2019/20 the charge was £108,000). Included within contributions towards expenditure are no recharges to the HRA for the Housing Repairs service (£82,000 for 2019/20) and Housing Needs income of £843,000 (£723,000 for 2019/20).

## 5. TRANSFERS FROM GENERAL FUND FOR SHARED SERVICES

This income relates to services provided by the HRA for the General Fund.

	2019/20 £000	2020/21 £000
Tenants and residents participation	2	0
Grass cutting in communal areas	128	130
Warden services	20	20
Homeless and housing advice	589	589
<b>Total</b>	<b>739</b>	<b>739</b>

## 6. DEPRECIATION

Depreciation calculated for HRA non-current assets during 2019/2020 was:

	2019/20 £000	2020/21 £000
Council Dwellings	4,493	4,691
Non-Current Assets (Other land and buildings)	280	277
Equipment	5	0
Amortisation of intangible assets	8	7
<b>Total</b>	<b>4,786</b>	<b>4,975</b>

## 7. IMPAIRMENT

During 2020/21 £2.403million was charged to the Housing Revenue Account for impairment and revaluation losses where there had either been a general fall in the value of the asset or whereby the Council incurred spend on assets for which the value of that expenditure did not lead to a pound for pound increase in that asset. No previous revaluation losses on non dwelling land and buildings were reversed (in 2019/20 none were reversed).

The following table shows how impairment and revaluation losses were split between Council dwellings, assets under construction and other HRA non-current assets.

	2019/20 £000	2020/21 £000
Council dwellings	5,020	2,483
Assets Under Construction	0	0
Non-Current Assets (Other land and buildings)	0	0
Intangible Assets	9	7
<b>Total</b>	<b>5,029</b>	<b>2,490</b>

Impairment and revaluation losses on HRA assets are charged directly to services within the Net cost of HRA services where there is no balance or an insufficient balance of accumulated gains on the Revaluation Reserve for the relevant assets.

**8. REVALUATION AND IMPAIRMENT OF INVESTMENT PROPERTY**

Revaluation gains and losses and impairment specific to investment property is shown on the face of the HRA Income and Expenditure Account separate to depreciation and impairment on council dwellings and other land and buildings (non-current assets).

The following table shows the revaluation and impairment amounts charges to the Income and Expenditure Accounts in respect of investment properties:

	2019/20	2020/21
	£000	£000
Revaluation (-) gains / losses	68	90
Impairment	0	0
<b>Total</b>	<b>68</b>	<b>90</b>

Revaluation gains and losses and impairment on investment properties are charged under “HRA share of the operating income and expenditure included in the Comprehensive Income and Expenditure Statement,” and included within the surplus or deficit on the HRA for the year.

Both the revaluation amounts and impairment are reversed out of the HRA Income and Expenditure Statement through the Movement on the HRA Statement so that it does not impact on the rent chargeable for dwellings.

**9. NOTE TO THE MOVEMENT ON THE HRA STATEMENT**

2019/20		2020/21
£000		£000
	<b>Items included in the HRA Income and Expenditure Statement but excluded from the movement on HRA Statement for the Year</b>	
-5,097	Difference between any other item of income and expenditure determined in accordance with the SORP and determined in accordance with statutory requirement	-2,580
360	Gains / (-) loss on sale of HRA non-current assets	291
-261	Net charges made for retirement benefits in accordance with the Code	-639
<b>-4,998</b>		<b>-2,928</b>
	<b>Items not included in the HRA Income and Expenditure Statement but included within the movement on HRA Statement for the Year</b>	
3,500	Voluntary set aside for debt repayment	6,000
482	Transfer to HRA loan repayment reserve	4,051
1,409	Transfer to New Build Reserve	1,080
0	Capital expenditure funded by the HRA	98
<b>5,391</b>		<b>11,229</b>
<b>393</b>	<b>Net additional amount required by statute to be debited / (-) credited to the HRA Statement for the year</b>	<b>8,301</b>

**10. CAPITAL CHARGES**

The HRA receives a proportion of the interest received by the Council in respect of its cash management. There is a statutory calculation (Item 8 Credit) which determines the amount received.

Conversely, the HRA also pays a proportion of the interest owed by the Council for loans that have been taken out, which forms part of the Item 8 Debit.

From 1 April 2012, Local Authorities are allowed to determine how they calculate the level of interest charged to the Housing Revenue Account for pooled loans (that is, all loans prior to the Housing Self Financing Reform which were held in the General Fund and for which there was a year-end charge for interest payable). Under the new arrangements, Local Authorities are required to ensure that the methodology for charging the Housing Revenue is fair and equitable. The Council has based the calculation on the average debt interest rate for all pooled loans against the HRA Capital Financing Requirement (loans which have been taken out in the past for HRA capital schemes, which are still outstanding).

	2019/20	2020/21
	£000	£000
<b>Interest Payable:</b>		
Item 8 Debit	1,410	1,408
Self-financing loan fees	0	0
Self-financing loan interest payable	1,360	1,290
<b>Total</b>	<b>2,770</b>	<b>2,698</b>
<b>Interest Receivable:</b>		
Item 8 Credit	-339	-38

The Council does not hold any premiums or discounts in relation to the rescheduling of HRA debt.

## 11. RENT ARREARS

The arrears outstanding at the 31 March 2021 for rent not paid to the Council are shown in the table below. The figures in respect of rent due are shown separately to the debts outstanding in respect of the charges for the provision of services and facilities.

	31 March 2020	31 March 2021
	£000	£000
<b>Rent Arrears</b>		
Former Tenants	106	96
Current Tenants	1,075	1,039
<b>Service and Facilities Arrears</b>		
Former Tenants	0	0
Current Tenants	6	5
<b>Total</b>	<b>1,187</b>	<b>1,140</b>
<b>Outstanding debts as a proportion of gross rent due (rent only)</b>		
Former tenants	0.43%	0.40%
Current tenants	4.32%	4.30%

Bad debts written off in the year amounted to £59,000. The total provision in respect of the £1.140million outstanding debts is £389,000. In 2019/2020 bad debts of £170,000 were written off and the total provision in respect of the £1.187million outstanding debts was £362,000.

## 12. CONTRIBUTION TO PENSION RESERVES

In order to reconcile the actual payments made to the Nottinghamshire County Council pension scheme to the reduced charges shown within the Housing Revenue Account in respect of the assessed value of employer's contributions, it is necessary for a contribution to be made from the HRA to the Pensions reserve. In 2020/21 the contribution was £639,000 (£261,000 in 2019/20). This cost is reversed out due to statutory regulations and has no effect on the HRA balances.

### 13. HOUSING STOCK

At the 31 March 2020 the Council's housing stock consisted of the following:

Number of Dwellings	Houses	Bungalows	Flats and maisonettes	Total
Bedsits	0	0	47	47
1 bedroom	4	1,287	1,103	2,394
2 bedroom	825	627	627	2,079
3 bedroom	1,764	25	18	1,807
4 or more bedrooms	113	3	1	117
<b>Total Dwellings</b>	<b>2,706</b>	<b>1,942</b>	<b>1,796</b>	<b>6,444</b>
Hostel properties				44
Garages				888
<b>Total</b>				<b>7,376</b>

The movement in housing stock during the year is analysed as follow:

<b>Stock at 31 March 2020</b>	<b>7,400</b>
Additions to housing stock	3
Sales, demolitions and disposals	-27
<b>Stock at 31 March 2021</b>	<b>7,376</b>

### 14. ASSET VALUES

The value of the non-current assets held by the HRA at the start of the year and at 31 March 2020 is:

	Value at 31 March 2020	Value at 31 March 2021
	£000	£000
Council Dwellings*	211,998	219,173
Operational land and buildings	10,280	10,230
Investment Properties	1,027	937
Assets Under Construction	176	1,656
Assets Held for Sale	2,078	2,178
Surplus Assets	922	1,343
Equipment	0	0
Community Assets	19	18
<b>Closing Balance</b>	<b>226,500</b>	<b>235,535</b>

\* The value of Council Dwellings assuming vacant possession is £526,198,064 at 31 March 2021 (£506,695,830 at 31 March 2020). This is reduced by 58% in 2020/21 (58% in 2019/20) to reflect the economic cost to Government of providing council housing as dwellings are tenanted and therefore are valued at less than open market value. Included in this figure are 22 dwellings with a total market value of £1.830million which are expected to be sold in 2021/22 under the right to buy scheme.

**15. MAJOR REPAIRS RESERVE**

The following table shows the movement on the Major Repairs Reserve during the 2019/2020 financial year:

	2019/20	2020/21
	£000	£000
<b>Opening Balance</b>	-16,413	-16,347
Depreciation charged to HRA	-4,786	-4,975
Revenue contribution to Capital	0	-92
Financing of capital expenditure	4,736	2,092
Voluntary set aside for debt repayment	116	1,102
Roundings		-2
<b>Closing Balance</b>	<b>-16,347</b>	<b>-18,222</b>

**16. CAPITAL EXPENDITURE AND FINANCING OF HRA NON-CURRENT ASSETS**

The total amount of capital expenditure incurred in the year is shown in the table below, together with the resources that have been used to finance it:

	2019/20	2020/21
	£000	£000
<b>Expenditure:</b>		
Land and other property	84	7
Council Dwellings	4,908	2,403
Assets Under Construction	165	1,481
Intangible asset	5	0
Equipment	0	0
<b>Financed By:</b>		
Capital Receipts	-273	-452
Major Repairs Reserve	-4,736	-2,092
Revenue contribution to Capital	0	-6
Grants and contributions	-37	-239
Borrowing	-116	-1,102
Earmarked reserves	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**17. CAPITAL RECEIPTS**

Capital Receipts received from the sale of HRA non-current assets were as follows:

	2019/20	2020/21
	£000	£000
Sale of council dwellings*	1,419	1,178
Repayment of mortgages	1	1
Disposal of land and other property	191	552
<b>Total</b>	<b>1,611</b>	<b>1,731</b>

\* Not all of these receipts are available for use by the Council; in 2020/21, £403,000 (£474,000 in 2019/20) was paid across to the Government in respect of HRA capital receipts.

## **THE COLLECTION FUND**

### **EXPLANATORY NOTES TO THE COLLECTION FUND**

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

The Council has a statutory requirement to operate a Collection fund as a separate account to the General Fund. The purpose of the Collection Fund therefore, is to isolate the income and expenditure relating to Council Tax and Non-Domestic Business Rates. The administration costs associated with the collection process are charged to the General Fund.

With effect from 1 April 2013, the local government finance regime was revised with the introduction of the retained business rates scheme. The main aim of the scheme is to give Councils a greater incentive to grow businesses in the District. It does, however, also increase the financial risk due to non-collection and the volatility of the NDR tax base.

All local authorities were given the opportunity to work with neighbouring and partner authorities to develop a bid to become a local authority business rate "pool". Mansfield District Council is part of a Nottinghamshire business rates pool which is administered by Nottinghamshire County Council. Member authorities are treated as a single authority for the purpose of certain calculations under the business rates retention scheme. The advantage of a pool is to potentially generate additional business growth through collaborative working and to smooth out the impact of volatility in business rates income across a wider economic area.

This new arrangement provides a direct link between business rates growth and the amount of money local authorities have to spend on services. Local authorities can keep a proportion of their NDR collected in their area after certain contributions to (levy payments) and from (safety net payments) the Government have been made. The Council's share is 40% with the remainder paid to precepting bodies. For Mansfield District Council the NDR precepting bodies are Central Government (50% share), Nottinghamshire County Council (9% share) and Nottinghamshire Fire Authority (1% share).

The national code of practice followed by Local Authorities in England stipulates that a Collection Fund Income and Expenditure account is included in the Council's accounts. The Collection Fund balance sheet meanwhile is incorporated into the Council's consolidated balance sheet. The balance of the Collection Fund is disaggregated at the year-end to attribute relevant amounts to the precepting authorities (shown as debtors or creditors in the Balance Sheet) and the billing Council (Mansfield District Council).

## COLLECTION FUND STATEMENT

2019/20			COLLECTION FUND			2020/21				
Business Rates	Council Tax	Total		Business Rates	Council Tax	Total		Business Rates	Council Tax	Total
£000	£000	£000		£000	£000	£000		£000	£000	£000
<b>INCOME</b>										
0	-58,600	-58,600	Council Tax Receivable	0	-60,900	-60,900		0	-60,900	-60,900
-29,346	0	-29,346	Business Rates Receivable	-13,146	0	-13,146		-13,146	0	-13,146
<b>-29,346</b>	<b>-58,600</b>	<b>-87,946</b>		<b>-13,146</b>	<b>-60,900</b>	<b>-74,046</b>		<b>-13,146</b>	<b>-60,900</b>	<b>-74,046</b>
<b>EXPENDITURE</b>										
Apportionment of Previous Year Surplus or (Deficit)										
-1,196	0	-1,196	Central Government	501	0	501		501	0	501
-957	47	-910	Mansfield District Council	401	87	488		401	87	488
-215	364	149	Nottinghamshire County Council	90	696	786		90	696	786
-24	20	-4	Nottinghamshire Fire and Rescue Service	10	38	48		10	38	48
0	50	50	Nottinghamshire Police Authority	0	103	103		0	103	103
<b>-2,392</b>	<b>481</b>	<b>-1,911</b>	Surplus or (-) Deficit balance carried forward	<b>1,002</b>	<b>924</b>	<b>1,926</b>		<b>1,002</b>	<b>924</b>	<b>1,926</b>
<b>PRECEPTS, DEMANDS AND SHARES</b>										
14,041	0	14,041	Central Government	14,486	0	14,486		14,486	0	14,486
11,233	5,398	16,631	Mansfield District Council	11,589	5,579	17,168		11,589	5,579	17,168
2,527	43,130	45,657	Nottinghamshire County Council	2,608	45,139	47,747		2,608	45,139	47,747
281	2,332	2,613	Nottinghamshire Fire and Rescue Service	290	2,393	2,683		290	2,393	2,683
0	6,409	6,409	Nottinghamshire Police Authority	0	6,744	6,744		0	6,744	6,744
0	105	105	Warsop Parish Council	0	105	105		0	105	105
<b>28,082</b>	<b>57,374</b>	<b>85,456</b>		<b>28,973</b>	<b>59,960</b>	<b>88,933</b>		<b>28,973</b>	<b>59,960</b>	<b>88,933</b>
<b>CHARGES TO COLLECTION FUND</b>										
0	0	0	Write offs of uncollectable amounts	0	0	0		0	0	0
654	394	1,048	Increase/(-) Decrease in Bad Debt Provision	618	444	1,062		618	444	1,062
-214	0	-214	Increase/(-) Decrease in Provision for Appeals	-10	0	-10		-10	0	-10
0	0	0	Section 13A relief	0	-848	-848		0	-848	-848
0	0	0	Care Leavers relief	0	0	0		0	0	0
68	0	68	Renewable energy	62	0	62		62	0	62
126	0	126	Cost of Collection	125	0	125		125	0	125
-395	0	-395	Transitional Protection Payments	33	0	33		33	0	33
<b>239</b>	<b>394</b>	<b>633</b>		<b>828</b>	<b>-404</b>	<b>424</b>		<b>828</b>	<b>-404</b>	<b>424</b>
<b>-3,417</b>	<b>-351</b>	<b>-3,768</b>	<b>(-) Surplus or Deficit in year</b>	<b>17,657</b>	<b>-420</b>	<b>17,237</b>		<b>17,657</b>	<b>-420</b>	<b>17,237</b>
2,809	-573	2,236	(-) Surplus or Deficit balance brought forward	-608	-924	-1,532		-608	-924	-1,532
<b>-608</b>	<b>-924</b>	<b>-1,532</b>	<b>(-) Surplus or Deficit balance carried forward</b>	<b>17,049</b>	<b>-1,344</b>	<b>15,705</b>		<b>17,049</b>	<b>-1,344</b>	<b>15,705</b>

## INCOME FROM BUSINESS RATEPAYERS

Non-Domestic Rates (NDR) or Business Rates are paid by businesses. Central Government specifies an annual rate in the pound 51.2p in 2020/21 (50.4p in 2019/20) and local businesses pay an annual bill calculated by multiplying the rateable value of their premises by this annual rate; there are a number of reliefs available, for example to small businesses and charities.

The Council collects and distributes business rates from rate-payers to the main preceptors and central government. Previously the government received all of the income due under Non Domestic Rates (NDR) and distributed this back to authorities by mainstream funding through the formula grant system.

The NDR income collectable in 2020/21 after reliefs was £13.1million (£29.3million in 2019/20).

The Council receives an allowance from the Collection Fund towards the collection of Business Rates, for 2020/21 this was £125,307 (£126,142 in 2019/20).

	As at 31 March 2020	As at 31 March 2021
Total Rateable Value (£000)	75,239	75,567
Non Domestic Rating Multiplier	50.4p	51.2p
Small Business Multiplier	49.1p	49.9p

As a result of being in the Nottinghamshire pool, for 2020/21 the Council is forecasted to receive a returned levy of £403,142 (2019/20 £467,424).

The deficit in Business Rates of £17.049million (Surplus of £0.608million as at 31 March 2020) will be carried forward into the 2021/22 financial year to be recovered by Central Government and the major preceptors. Please note that this deficit includes balances to be recovered from preceptors for their share of Covid-19 specific reliefs, which were provided in total to billing authorities at the start of the pandemic in April 2020.

### Business Rates Appeals (NDR – Non-Domestic Rates)

Under the Business Rates Retention Scheme, local authorities are required to provide for the potential loss of business rates as a result of businesses successfully appealing against the rateable valuation of property occupied. The provision is funded from the Collection Fund and the cost shared between the Members of the Business Rates pool. The total of the appeals provisions is £6.4million (2019/20 £6.5million) with the Council being responsible for £2.5million (2019/20 £2.6million).

The £2.5million provision for appeals is included within the Council's disaggregated share of the collection fund balances held in the consolidated balance sheet.

## COUNCIL TAX

Council Tax derives from charges raised according to the value of residential properties, which have been classified into 9 valuation bands (A-H) for this specific purpose. Individual charges are calculated by estimating the amount of income required to be taken from the

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Collection Fund by the Council for the forthcoming year and dividing this by the Council Tax base (i.e. the equivalent number of band D dwellings.)

The Council Tax Base for the 2020/21 financial year was 29,407.7 and was calculated as shown below:

Band	Number of Chargeable Properties	Ratio to Band D	Number of Band D Equivalents
A*	43.2	5/9	24.0
A	18,116.3	6/9	12,077.5
B	8,171.1	7/9	6,355.3
C	5,870.9	8/9	5,218.5
D	3,551.2	9/9	3,551.2
E	1,404.2	11/9	1,716.3
F	399.4	13/9	576.9
G	181.1	15/9	301.8
H	17.0	18/9	34.0
<b>Total</b>	<b>37,754.4</b>		<b>29,855.5</b>
Less adjustment for collection rate			-447.8
<b>Council Tax Base 2020/21</b>			<b>29,407.7</b>

The basic amount of Council Tax for a Band D property was £2,069.63 in 2020/21. (£1,944.19 in 2019/20).

## **GROUP ACCOUNTS**

### **Introduction**

The Council is required under the Local Government Act 2003 to produce a set of Group accounts where it has subsidiaries, joint ventures or associates. The criteria for deciding if the Council has such relationships is laid down by the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 based on International Financial Reporting Standards (referred to within these accounts as “the Code”). The Code has been developed to bring Council accounts in line with the International Financial Reporting Standards (IFRS) which other reporting bodies have to comply with and to assist users of the accounts to understand better the Council’s overall financial position. A Council with interests in subsidiaries, associates and/or joint ventures is required to produce Group Accounts in addition to their single entity financial statements unless these interests are not considered to be material.

Group Accounts are the financial statements of a group in which the assets, liabilities, reserves, income, expenses and cash flows of the parent (reporting authority) and its subsidiaries plus the investment in associates and interests in joint ventures are presented as those of a single economic entity.

The Council has undertaken a review of all its relationships with other bodies and is required to consolidate its accounts with Mansfield Homes Ltd. The Council is the sole shareholder in Mansfield Homes Ltd, which is a development company set up to build new homes in the Mansfield district to meet the demands in the draft Local plan. Group Accounts show the consolidated position of the Group entity of Mansfield District Council and Mansfield Homes.

The company accounts for Mansfield Homes Ltd have been produced by their external accountant, with a year end of 31 March. The accounts for 2020/21, which have been consolidated here, have been audited by Mansfield Homes Ltd’s auditors and have been given an unqualified audit opinion. Consolidation adjustments have been made to align these accounts with the Code of Practice on Local Authority Accounting in the United Kingdom 2020/21.

### **Accounting Policies**

The notes which follow the main statements detail any variations from the accounting policies used by the Council and should be read in conjunction with the relevant notes in the Councils accounts. The consolidation has been done on a merger basis as Mansfield Homes Ltd is wholly owned by the Council.

### **Taxation**

Mansfield Homes Ltd is subject to a charge for taxation which is based upon the results for the year and takes into account taxation deferred because of timing differences between the treatment of certain items for taxation and accounting purposes. Except where otherwise required, full provision is made without discounting in respect of all timing differences which have arisen but are not reversed at the balance sheet date.

## GROUP COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT (CIES)

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 (or rents). Authorities raise taxation (and rents) 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 (EFA) and the Movement in Reserves Statement (MiRS).

2019/20			Head of Service	Note	2020/21		
Gross Expenditure	Gross Income	Net Expenditure			Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000	
29,676	-27,643	2,033	Head of Finance	33,959	-31,653	2,306	
6,592	-1,822	4,770	Head of Health & Communities	5,646	-1,538	4,108	
2,482	-464	2,018	Head of Housing	1,616	-183	1,433	
3,328	-441	2,887	Head of Law & Governance	2,845	-61	2,784	
12,259	-5,398	6,861	Head of Neighbourhood Services	11,834	-2,957	8,877	
3,665	-511	3,154	Head of People & Transformation	3,529	-470	3,059	
4,666	-4,883	-217	Head of Planning & Regeneration	5,581	-4,388	1,193	
154	-353	-199	Housing Services - Mansfield Homes Ltd	1,853	-1,454	399	
23,258	-28,153	-4,895	Housing Revenue Account	20,045	-27,786	-7,741	
<b>86,080</b>	<b>-69,668</b>	<b>16,412</b>	<b>Cost of Services</b>	<b>86,908</b>	<b>-70,490</b>	<b>16,418</b>	
		644	Other Operating Expenditure			187	
		6,517	Financing and Investment Income and Expenditure	1		11,016	
		-13,493	Taxation and Non-Specific Grant Income			-19,510	
		<b>10,080</b>	<b>(-) Surplus / Deficit on Provision of Services</b>			<b>8,111</b>	
		-15,454	(-) Surplus / Deficit on revaluation of non-current assets			-14,420	
		-2,146	Re-measurement on Pension assets and liabilities			25,273	
		-34	Other Income			-10	
		<b>-17,634</b>	<b>Other Comprehensive Income and Expenditure</b>			<b>10,843</b>	
		<b>-7,554</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>18,954</b>	

## GROUP BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Group. The net assets of the Group (assets less liabilities) are matched by the reserves held by the Group. Reserves are reported in two categories:

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

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MDC	Mansfield Homes LTD	Inter comp Adj	Group	Balance Sheet	Note	MDC	Mansfield Homes LTD	Inter comp Adj	Group
2019/20	2019/20	2019/20	2019/20	31 March 2020		2020/21	2020/21	2020/21	2020/21
£000	£000	£000	£000			£000	£000	£000	£000
324,897	1	0	324,898	Property, Plant and Equipment		331,655	1	0	331,656
375	0	0	375	Heritage Assets		375	0	0	375
66,666	0	0	66,666	Investment Property		57,904	0	0	57,904
15	0	0	15	Intangible Assets		0	0	0	0
9,241	0	-8,274	967	Long Term Debtors	3	8,194	0	-7,353	841
<b>401,194</b>	<b>1</b>	<b>-8,274</b>	<b>392,921</b>	<b>Long Term Assets</b>		<b>398,128</b>	<b>1</b>	<b>-7,353</b>	<b>390,776</b>
16,031	0	0	16,031	Short Term Investments		21,018	0	0	21,018
489	9,453	0	9,942	Inventories	2	493	8,447	0	8,940
7,822	3	-1,111	6,714	Short Term Debtors	4	20,607	14	-1,159	19,462
2,078	0	0	2,078	Assets Held for Sale		2,178	0	0	2,178
4,934	6	0	4,940	Cash and Cash Equivalents	5	8,655	139	0	8,794
<b>31,354</b>	<b>9,462</b>	<b>-1,111</b>	<b>39,705</b>	<b>Current Assets</b>		<b>52,951</b>	<b>8,600</b>	<b>-1,159</b>	<b>60,392</b>
-6,764	0	0	-6,764	Short Term Borrowing		-5,257	0	0	-5,257
-11,516	-9,462	9,385	-11,594	Short Term Creditors	6	-27,863	-8,530	8,512	-27,881
-2,561	0	0	-2,561	Provisions		-2,557	0	0	-2,557
<b>-20,841</b>	<b>-9,462</b>	<b>9,385</b>	<b>-20,919</b>	<b>Current Liabilities</b>		<b>-35,677</b>	<b>-8,530</b>	<b>8,512</b>	<b>-35,695</b>
-90,516	0	0	-90,516	Long Term Borrowing		-85,959	0	0	-85,959
-109,327	0	0	-109,327	Pensions Liability		-135,645	0	0	-135,645
0	0	0	0	Revenue Grants Receipts in Advance		0	0	0	0
-946	0	0	-946	Capital Grants Receipts in Advance		-1,835	0	0	-1,835
<b>-200,789</b>	<b>0</b>	<b>0</b>	<b>-200,789</b>	<b>Long Term Liabilities</b>		<b>-223,439</b>	<b>0</b>	<b>0</b>	<b>-223,439</b>
<b>210,918</b>	<b>0</b>	<b>0</b>	<b>210,918</b>	<b>Net Assets</b>		<b>191,963</b>	<b>71</b>	<b>0</b>	<b>192,034</b>
72,794	0	0	72,794	Usable Reserves		86,629	71	0	86,700
138,124	0	0	138,124	Unusable Reserves		105,334	0	0	105,334
<b>210,918</b>	<b>0</b>	<b>0</b>	<b>210,918</b>	<b>Total Reserves</b>		<b>191,963</b>	<b>71</b>	<b>0</b>	<b>192,034</b>

## GROUP CASHFLOW STATEMENT

The Cash Flow statement shows the changes in cash and cash equivalents of the Group during the reporting period. The statement shows how the Group generates and uses cash and cash equivalents by classifying cash flows 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 Group are funded by way of taxation and grant income or from recipients of services provided by the Group.

Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Group's future service delivery.

Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (that is, borrowing) to the Group.

2019/20 £000	Cash Flow Statement	2020/21 £000
-10,080	Net surplus or (-) deficit on the provision of services	-8,111
27,443	Adjustments to net surplus / (-) deficit on the provision of services for non-cash movements	20,132
-2,756	Adjustments for items in the net surplus / (-) deficit on the provision of services that are investing and financing activities	-6,920
<b>14,607</b>	<b>Net cash flows from Operating Activities</b>	<b>5,101</b>
-16,033	Investing Activities	-4,651
5,700	Financing Activities	3,404
<b>4,274</b>	<b>Net Increase or (-)decrease in cash and cash equivalents</b>	<b>3,854</b>
666	Cash and cash equivalents at the beginning of the reporting period	4,940
<b>4,940</b>	<b>Cash and cash equivalents at the end of the reporting period</b>	<b>8,794</b>

## GROUP ACCOUNT NOTES

### Introduction

The following notes have been prepared on an exception basis with only those items that have changed from Mansfield District Council's Accounts being included. For all other items reference should be made to the Council's Comprehensive Income and Expenditure statement and Balance Sheet and the appropriate Note.

### 1. INTER-COMPANY TRANSACTIONS

The Group Accounts exclude transactions between the two organisations; this ensures that expenditure and income is only reflected once within the accounts. The elements of the accounts adjusted for intercompany transactions are detailed below.

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20	Comprehensive Income and Expenditure Statement	MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
16,611	-199	16,412	Cost of Services	16,019	399	16,418
644	0	644	Other Operating Expenditure	187	0	187
6,318	199	6,517	Financing and Investment Income and Expenditure	11,415	-399	11,016
-13,493	0	-13,493	Taxation and Non-Specific Grant Income	-19,510	0	-19,510
<b>10,080</b>	<b>0</b>	<b>10,080</b>	<b>(-) Surplus / Deficit on Provision of Services</b>	<b>8,111</b>	<b>0</b>	<b>8,111</b>

### 2. INVENTORIES

The following table shows the breakdown of inventories (stock) carried in the Balance Sheet.

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20	Location	MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
79	0	79	Hermitage Lane Depot	77	0	77
402	0	402	Vale Road Depot	412	0	412
8	0	8	Museum & Theatre	4	0	4
0	9,453	9,453	Work in Progress - Development Properties	0	8,447	8,447
<b>489</b>	<b>9,453</b>	<b>9,942</b>	<b>Total</b>	<b>493</b>	<b>8,447</b>	<b>8,940</b>

**3. LONG TERM DEBTORS**

The amounts due to the Group were:

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20		MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
448	0	448	Sundry Debtors	402	0	402
99	0	99	Car loans	47	0	47
382	0	382	NCC transferred debt	358	0	358
30	0	30	Council mortgages	30	0	30
8	0	8	Warsop Parish Council	4	0	4
8,274	0	8,274	Service Company	7,353	0	7,353
-8,274	0	-8,274	Inter-company transactions	-7,353	0	-7,353
<b>967</b>	<b>0</b>	<b>967</b>		<b>841</b>	<b>0</b>	<b>841</b>

**4. SHORT TERM DEBTORS**

The amounts due to the Group were:

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20		MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
619	0	619	Central Government Bodies	878	0	878
846	0	846	Other local authorities	1,910	0	1,910
-1,111	0	-1,111	Inter-company transactions		0	0
			<b>Public Corporations and Trading Funds:</b>			
26	0	26	Other public bodies	53	0	53
1	0	1	Customs and Excise	0	0	0
			<b>Other Entities and Individuals:</b>			
1,187	0	1,187	Housing rent arrears	1,140	0	1,140
1,006	0	1,006	Collection Fund	12,760	0	12,760
65	0	65	Car loans to employees	42	0	42
1,514	0	1,514	Service prepayments	1,571	0	1,571
4,361	3	4,364	Sundry debtors	4,142	1,159	5,301
<b>8,514</b>	<b>3</b>	<b>8,517</b>	<b>Sub-Total</b>	<b>22,496</b>	<b>1,159</b>	<b>23,655</b>
			<b>Less provision for bad debt:</b>			
-848	0	-848	Housing rent arrears	-974	0	-974
-955	0	-955	Sundry debtors	-915	0	-915
<b>6,711</b>	<b>3</b>	<b>6,714</b>	<b>Total</b>	<b>20,607</b>	<b>1,159</b>	<b>21,766</b>

## 5. CASH and CASH EQUIVALENTS

The balance of cash and cash equivalents held by the Group is made up of the following:

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20		MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
4,600	0	4,600	Cash Equivalents	6,994	0	6,994
4	0	4	Cash held by the Council	5	0	5
821	0	821	Joint Crematorium Committee	816	0	816
-491	6	-485	Bank current accounts	840	139	979
<b>4,934</b>	<b>6</b>	<b>4,940</b>	<b>Total</b>	<b>8,655</b>	<b>139</b>	<b>8,794</b>

## 6. CREDITORS

The amounts owed by the Group were:

MDC 2019/20	Mansfield Homes Ltd 2019/20	Group 2019/20		MDC 2020/21	Mansfield Homes Ltd 2020/21	Group 2020/21
£000	£000	£000		£000	£000	£000
-948	0	-948	Central Government Bodies	-6,518	0	-6,518
-934	0	-934	Other local authorities Public Corporations and Trading Funds	-895	0	-895
-1	0	-1		0	0	0
-9,462	9,462	0	Inter-company transactions		8,513	8,513
			<b>Other Entities and Individuals:</b>			
0	0	0	Council tax prepayment	0	0	0
-556	0	-556	Housing rent prepayment	-355	0	-355
-5,994	0	-5,994	Collection Fund	-15,455	0	-15,455
-3,083	0	-3,083	Sundry creditors	-4,640	0	-4,640
<b>-20,978</b>	<b>9,462</b>	<b>-11,516</b>	<b>Total</b>	<b>-27,863</b>	<b>8,513</b>	<b>-19,350</b>

**Mansfield District Council**

**ANNUAL GOVERNANCE STATEMENT (AGS)**

**2020/2021**

**1. Scope of Responsibility**

- 1.1 Mansfield District Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for and used economically, efficiently and effectively. Mansfield District Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 1.2 In discharging this overall responsibility, Mansfield District Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk.
- 1.3 Mansfield District Council has approved and adopted a code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Framework *Delivering Good Governance in Local Government 2016 Edition*. A copy of the code is on our website or can be obtained from the Civic Centre, Chesterfield Road South, Mansfield, NG19 7BH. This statement explains how Mansfield District Council has complied with the code and also meets the requirements of Accounts and Audit (England) Regulations 2015, Regulation 6(1) which requires all relevant bodies to prepare an AGS.

**2. The Purpose of the Governance Framework**

- 2.1 The governance framework comprises the systems and processes, and culture and values, by which the authority is directed and controlled and its activities through which it accounts to, engages with and leads its communities. It enables the authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money.
- 2.2 The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Mansfield District Council's policies, aims and objectives, to evaluate the likelihood and potential impact of those risks being realised and to manage them efficiently, effectively and economically.
- 2.3 The governance framework has been in place at Mansfield District Council for the year ended 31 March 2021 and up to the date of approval of the statement of accounts.

- 2.4 A guide to decision making during the Covid-19 pandemic was produced by the Head of Law and Governance to assist officers understand the appropriate decision taking routes whilst operating in unprecedented times.
- 2.5 During the initial period of the pandemic, the Council took all decisions linked to Covid-19 using the Emergency Rule as detailed in its Constitution. These decisions were all appropriately logged and the reasons for the decisions recorded. These decisions were all linked to one of the following:
- specific Government instructions for example the closure of the Museum and Palace Theatre;
  - responding to the declining work force as a result of Covid-19;
  - preserving staff to carry out critical functions; or
  - ensuring that social distancing rules are complied with.
- 2.6 As the Council moved towards the recovery phase of the Covid-19 pandemic the following approach to decision making was adopted:
- If a decision related to the Covid-19 pandemic and was required to respond to the emergency situation, then the Emergency Rule within the Constitution remained the appropriate decision making route.
  - If the decision related to usual Council business and was not linked to the Covid-19 pandemic, the Regular Decision making process was followed.
- 2.7 Given the financial impact of Covid-19 on the Council, tighter controls around decision making were imposed to ensure that greater consideration was given to any decision which would result in financial implications for the Council.
- 2.8 Members of the Executive were consulted on decisions and the Chief Executive Officer and/or the Strategic Directors were in daily contact with the Executive Mayor. In addition all Members received daily briefings from the Head of Law and Governance and the Marketing and Communications Team to keep them informed of the decisions being taken and how the Council was responding to the Covid-19 Pandemic.
- 2.9 A Remote Meetings Protocol was issued by the Head of Law and Governance to assist Members with the smooth delivery of the decision making process on behalf of Mansfield District Council during the Coronavirus outbreak by the use of virtual meetings in line with the new Regulations issued by the Government, entitled 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020' or 'Coronavirus Act 2020'. These enabled virtual committee meetings to be held until May 2021.
- 2.10 Quarterly reports were presented to the Overview and Scrutiny Committee – Corporate and Finance during 2020/2021 on the performance of the Council's services and how they were striving to continue to deliver high quality prioritised services during a period of unprecedented demand due to Covid-19.

- 2.11 During this challenging time the Council continued to focus on the resilience of its critical services, ensuring support was available to the most vulnerable members of its communities and whilst also supporting the work of the Local Resilience Forum (LRF) in its strategic response to Covid-19.
- 2.12 Additional assurance was also received from senior management that the pandemic had not adversely affected the robustness of either the overarching governance framework or supporting risk management and internal control arrangements.

3. **Statement of Overall Opinion**

- 3.1 The Governance and Standards Committee is satisfied that the Corporate Governance Action Plan enclosed as Table 2 in Section 5 of this AGS includes all the improvements identified from the effectiveness reviews carried out of the Council's governance arrangements and that the actions to address them are adequate.
- 3.3 The Council is committed to fully implement, during 2021/2022, the improvements required to address the above issues, with the Governance and Standards Committee being responsible for monitoring implementation.

Elected Mayor .....

Date .....

Chief Executive Officer .....

Date .....

4. **Implementation of Corporate Governance Action Plan – 2019/2020**

4.1 Table 1 below provides the position in respect of implementing the actions from the effectiveness reviews carried out to inform the 2019/2020 AGS:

Table 1 - Corporate Governance 2019/2020 Action Plan – Position Statement as at 31 March 2021

Ref	Action	Lead officer	Target Completion Date	Position as at 31 March 2021
1	To evaluate the effectiveness of the corporate assurance framework to inform the audit planning process for 2021/2022 onwards	Adrian Pullen	31 January 2021	Implemented
2	To issue budget management guidance and related protocols	Eve Allsop	31 August 2020	The Head of Finance has instructed that current budget management guidance and related protocols are considered as part of a larger review of Financial Regulations and finance related sections of the Council's Constitution with the aim of combining into one document.

Mansfield District Council – Statement of Accounts 2020/21

Ref	Action	Lead officer	Target Completion Date	Position as at 31 March 2021
3	To implement the effective use of data analytics corporately	Jeanette Marples	31 December 2020	Progress has been limited due to the impact of Covid-19 – currently looking to develop corporate modelling capabilities to be able to undertake more predictive analysis
4	To ensure that risk and opportunity management is an effective and proportionate element of decision making	Sarah Hall	30 September 2020	Implemented
5	To review and revise the e-learning risk management training module in liaison with the Learning & Development Service	Adrian Pullen	30 September 2020	Implemented
6	To deliver training on the Officer Code of Conduct	Karen Barke	31 October 2020	To be included within the exercise to identify internal policies / procedure and ensure these are updated regularly and refresher training delivered.

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Ref	Action	Lead officer	Target Completion Date	Position as at 31 March 2021
7	To deliver training to officers on the Council's Financial Regulations	Eve Allsop / Adrian Pullen	31 October 2020	Training will now be provided once the review detailed in action 2 above has been completed
8	To ensure that regular quarterly meetings of the Council's Corporate Risks & Opportunities Group are held to inform the reports presented to the Governance & Ethics Committee	Adrian Pullen	30 September 2020	Implemented
9	To review its strategic risks and opportunities to ensure that they accurately reflect the potential impact of Covid-19 and also that appropriate mitigating actions are taken to minimise the effect upon service delivery	Adrian Pullen	31 July 2020	Implemented
10	To undertake six monthly reviews of the Council's Strategic Risks & Opportunities register to ensure that it remains current and meaningful	Adrian Pullen	30 November 2020	Implemented

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Ref	Action	Lead officer	Target Completion Date	Position as at 31 March 2021
11	To review the Internal Audit Plan on a six monthly basis to ensure that it continues to be fully aligned to current strategic risks and that available Internal Audit resources are optimised	Adrian Pullen	31 October 2020	Implemented
12	To produce a corporate communications strategy	Helen Sisson	31 October 2020	Since lockdown the Marketing & Communications department has been working to an agreed emergency communications plan to prioritise Covid and CLT have approved communications plans to support the council's recovery groups; Humanitarian, Organisational and Business and Economy. All three plans communicate internally and externally the strategic work of the authority as the Council continues to operate in an environment that moves between response and recovery during this challenging time.

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Ref	Action	Lead officer	Target Completion Date	Position as at 31 March 2021
13	To approve the Council's procurement strategy	Adrian Pullen	31 July 2020	Implemented
14	To implement the key actions within the Council's procurement strategy	Adrian Pullen	31 December 2020	A Procurement Delivery Group comprising officers from the Council and also Nottingham City's Procurement Service has been set up to oversee the delivery of the key actions in the procurement strategy commencing in February 2021
15	To finalise modernisation and upskilling of Internal Audit	Adrian Pullen	30 September 2020	Implemented

5. **Significant Governance Issues / Areas for Improvement – 2020/2021**
- 5.1 No significant governance issues have been identified during 2020/2021
- 5.2 Table 2 below details the actions required to deliver the improvements identified from the reviews carried out during 2020/2021 of the effectiveness of the Council's governance arrangements:

Table 2 – Corporate Governance Action Plan – 2020/2021

Ref	Source	Action	Lead officer	Target Completion Date
1	Corporate Governance Action Plan 2019/2020	To review Financial Regulations and finance related sections of the Council's Constitution with the aim of combining into one document.	Financial Services Manager	31 March 2022
2	Corporate Governance Action Plan 2019/2020	To implement the effective use of data analytics corporately	Jeanette Marples	31 December 2021
3	Corporate Governance Action Plan 2019/2020	To carry out an exercise to identify key internal policies / procedures and ensure these are updated regularly and refresher training delivered.	Lorraine Powney	30 September 2021
4	Corporate Governance Review – 2020/2021	To ensure that "Related Party Transaction" forms are completed by all Members by the prescribed deadline	Sarah Hall	31 March 2022
5	Corporate Governance Review – 2020/2021	To introduce a social value toolkit to support delivery of the Council's Procurement Strategy	Adrian Pullen	31 August 2021

Mansfield District Council – Statement of Accounts 2020/21

Ref	Source	Action	Lead officer	Target Completion Date
6	Corporate Governance Review – 2020/2021	To identify Key Performance Indicators in respect of the Procurement Strategy's key aims and objectives	Adrian Pullen	31 July 2021
7	Corporate Governance Review – 2020/2021	To revise the Council's Contract Procedure Rules	Adrian Pullen	30 June 2021
8	Corporate Governance Review – 2020/2021	To fully implement the outstanding Strategic Risks & Opportunities Register improvement actions	Risk & Opportunity Owners	As stated in the Register

## 6. The Governance Framework

### Vision and Priorities

- 6.1 The Council's vision and priorities are contained in its "Making Mansfield: Towards 2030" strategy for transforming the Mansfield district. The strategy sets out its vision and ambitions for the future. It builds on the strong foundations of past successes and reflects Mansfield's resilience and innate desire to improve and move forward.

The vision for the district is to:

"Grow an ambitious, vibrant and confident place"

The vision for Mansfield is ambitious. It is designed to underpin everything the council does over the next decade. To ensure delivery of the vision the council will focus on the following four cross cutting themes and their priorities:

**Place:** "Our ambition for place is to create a place to be proud of, a place of choice"

Priorities:

- Create and communicate a positive image of the Mansfield district.
- Preserve, enhance and promote our natural environment and physical assets across the district.
- Improve the town centre experience for residents, visitors and businesses.
- Create a positive cultural and leisure experience for residents and visitors in the area.
- Create a clean, green infrastructure that supports and enhances the quality of life for residents.

**Wellbeing:** "Our ambition for wellbeing is to create a flourishing place where people are healthy and happy"

Priorities:

- Create an environment where people lead safe, healthy lifestyles and have the opportunities to be physically active.
- Support and encourage people to make healthy choices.
- Support a good quality of life for those that live and work here.
- Understand and respond to the needs of communities and be advocates for support and intervention.

**Growth:** "Our ambition for growth is to create a thriving place for investment and opportunity"

Priorities:

- Develop the district's infrastructure to embrace technology and technological advances.
- Create employment opportunities that are aligned to meet future requirements.
- Develop a better and wider mix of housing across the district to meet the needs and aspirations of existing and new residents.
- Develop and sustain local businesses and encourage national and regional businesses to invest in the area.

**Aspiration:** "Our ambition for aspiration is to create a place where people can achieve and succeed"

Priorities:

- Encourage people of all abilities to achieve their true potential.
- Build confidence within communities so that they have more control and influence in what happens in their area.
- Create opportunities for learning, development and achievement for all.
- Ensure local people have clear aspirational pathways into local employment.

- 6.2 The Council's Corporate Values of Excellence, Integrity, Teamwork, Empower and Involve, and Passion and Pride summarise its way of thinking to deliver positive outcomes for its customers.

Underpinning the Corporate Values is its commitment to equality as it aims to treat everyone fairly and strives to achieve equality for its diverse communities.

- 6.3 The Council's Medium Term Financial Strategy (MTFS) for 2020/2021 to 2022/2023 supports the "Making Mansfield: Towards 2030" strategy and identifies its financial implications. It shows the approach the council will take in order to deliver its services and priorities within its financial constraints and in doing so how it will look to provide value for money
- 6.4 The Council is currently delivering its Transformation Strategy which sets out how it will become an innovative, efficient, customer focussed, high performing 21<sup>st</sup> Century Authority.

### **Quality of Services**

- 6.5 The Council has an ongoing commitment to community engagement and empowerment and has a Community Engagement Strategy and toolkit to accompany the Customer Insight and Journey Mapping toolkits.
- 6.6 The Council has a performance management software package which brings together all the Council's performance data in one place and enables effective monitoring of performance in respect of key indicators.
- 6.7 The Council in accordance with its new Procurement Strategy, Contract Procedure Rules and partnership arrangements with Nottingham City's Procurement Service aims to deliver effective procurement practices across the whole organisation
- 6.8 The Council has in place a corporate complaints system which ensures effective monitoring and action is taken where appropriate.

### **Constitutional Matters**

- 6.9 The Council has adopted a Constitution, which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people
- 6.10 The facilitation of policy and decision making is through the Elected Mayor and Cabinet. Meetings are open to the public except where exempt or confidential matters are being discussed. In addition portfolio holders and senior officers can make decisions under delegated powers. The Council publishes a "Notice of Key Decisions" which contains details of all key decisions to be made by the Council.
- 6.11 The Chief Executive as Head of Paid Service has a duty to monitor and review the operation of the Council's Constitution to ensure its aims and principles are given full effect.

### **Codes of Conduct**

- 6.12 The Council has adopted codes of conduct for both Members and employees and also has a protocol for member/employee/partner relations. The codes include reference to the need to declare any interest which may conflict with the individual's role at the Council, with registers maintained for any such interest to be recorded and monitored.
- 6.13 Compliance with the member and employee codes of conduct is currently monitored by the Council's Governance and Standards and Personnel Committees respectively.
- 6.14 The Council has in place a whistle-blowing code which ensures that any referrals under the code are fully investigated, with findings reported to the Statutory Officers, senior managers and the Governance and Standards Committee as appropriate.

#### **Policies, Procedures, Laws and Regulations**

- 6.15 The Head of Law and Governance is designated as the Council's Monitoring Officer. It is the function of the Monitoring Officer to ensure compliance with established policies, procedures, laws and regulations.
- 6.16 The financial management of the authority is conducted in accordance with the relevant provisions of the Constitution and the Council's Financial Regulations. The Council has designated the Head of Finance as the Chief Finance Officer in accordance with Section 151 of the Local Government Act 1972.
- 6.17 The Council's Local Code of Corporate Governance fully conforms to the governance requirements of the CIPFA Statement on the *Role of the Chief Financial Officer in Local Government*.
- 6.18 The Council maintains an Internal Audit Service, which operates in accordance with the Accounts and Audit Regulations 2015, the Public Sector Internal Audit Standards (PSIAS) and CIPFA's Local Government Application Note (2019).
- 6.19 The Council has robust policies and procedures relating to the use of resources and the corporate governance framework, including revised Corporate Risk and Opportunity Management Strategy, Financial Regulations and Contract Procedure Rules, Scheme of Delegation, and Anti-Fraud and Corruption Strategy and Whistle-blowing Code.

#### **Risk and Opportunity Management**

- 6.20 The Council recognises that it has a responsibility to identify, evaluate and manage risks whilst still creating a fertile climate for innovation. It therefore supports a structured approach through the implementation of its Corporate Risk and Opportunity Management Strategy with an annual report on its effectiveness.
- 6.21 The Council's Heads of Service – Performance Clinic oversees the effective delivery of the Corporate Risk and Opportunity Management Strategy across the authority. In addition the Council's Governance and Standards Committee is responsible for monitoring the effective development and operation of risk and opportunity management.

#### **Governance and Standards Committee**

- 6.22 The Council has a Governance and Standards Committee which is fully compliant with the guidance provided in CIPFA's *Audit Committees – Practical Guidance for Local Authorities 2018 edition*.
- 6.23 The Governance & Standards Committee has charity governance incorporated into its terms of reference for the following five registered charities for which the Council is the Trustee:

- Land for Recreation at Eakring Road known as the Racecourse Park,
- the Ladybrook Millennium Green,
- Yeoman Hill Park,
- Warsop Vale Miner's Welfare Recreation Ground and Institute and
- Berry Hill Park and Social Welfare Centre

### **Development and Training Needs**

- 6.24 There is an induction programme in place for newly appointed officers and Members, with their ongoing training needs being determined by means of one to one discussions with Members and annual interviews of employees in accordance with the Council's personal development scheme.
- 6.25 There are opportunities for Members and officers to update their knowledge on a regular basis by using the Council's training and development programme, which includes training on corporate governance.
- 6.26 The Council also has a peer coaching and mentoring programme for Members and has a management development programme for officers based upon its competency framework.
- 6.27 In accordance with the Member Development Charter for the East Midlands, the Council has a comprehensive member development programme in place.

### **7. Review of Effectiveness**

- 7.1 Mansfield District Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the senior managers within the authority who have responsibility for the development and maintenance of the governance environment, the Corporate Assurance Manager's annual report, and also by comments made by the external auditors and other review agencies and inspectorates.
- 7.2 The process that has been applied in reviewing the effectiveness of the Council's governance framework includes:
- The Council has carried out a self assessment of its compliance with the CIPFA Statement on the *Role of the Head of Internal Audit in Public Service Organisations (2019 edition)* and is fully compliant
  - The Corporate Assurance Manager's review of the Council's level of compliance with its adopted Local Code of Corporate Governance concluded that the overall level of compliance is high, although areas were identified where it was considered that there was an opportunity for further improvement.
  - The Corporate Assurance Manager has completed a review of the Council's ethical governance arrangements using good practice guidance as a benchmark, with an overall excellent assurance level being achieved
  - The Governance and Standards Committee monitors Members' compliance with the Code of Conduct and considers any action required from this monitoring. No significant issues have been identified
  - Update reports have been presented to Full Council during 2020/2021 in respect of Mansfield Homes Ltd, the Council's housing development company, to the period ending

8 April 2021, including confirmation that the agreed governance arrangements have not been amended.

- The Council's counter fraud and corruption strategy has been revised during 2020/2021 to ensure full compliance with the new Fighting Fraud and Corruption Locally (FFCL) 2020 strategy and CIPFA's Code of Practice on "managing the risk of fraud and corruption".
- The Council's Fraud & Corruption Register was revised in September 2020 to reflect the effect of the Covid-19 pandemic upon potential areas of fraud
- A review of the effectiveness of the Council's counter fraud and corruption arrangements has been undertaken and a counter fraud and corruption plan for 2021/2022 has been produced
- A review of the Council's Strategic Risks and Opportunities Register has been undertaken during 2020/2021 and reported to the Governance and Standards Committee.
- A review of the Council's corporate risk and opportunity management arrangements has been undertaken by the Corporate Assurance Manager with the findings to be reported to the Governance and Standards Committee on 14 July 2021.
- The Council has a number of Overview and Scrutiny Committees which provide an overview and scrutiny role. They can "call in" a decision which has been made by the Executive or an officer (where the decision is a key decision) but not yet implemented, to enable them to consider whether they consider the decision is appropriate. They also enquire into issues which are of local concern
- The Governance and Standards Committee received a variety of reports during 2020/2021 both from internal assurance providers and from external audit in accordance with its terms of reference as detailed in the Council's constitution
- Internal Audit is responsible for monitoring the quality and effectiveness of systems of internal control in line with its Charter
- The Corporate Assurance Manager's Annual Report for 2020/2021 concluded that the Council's risk management, control and governance processes were effective and therefore an unqualified opinion was given.
- The Local Government and Social Care Ombudsman's annual report was presented to the Audit Committee which detailed their findings in respect of complaints received by them in 2019/2020 with only two being upheld



## Glossary of Financial and Accounting Terms

**PLEASE NOTE:** *This glossary provides an explanation of terms, not precise definitions. It should not be used as a substitute for the more detailed and specific definitions given in statute, codes of practice and technical guidance. It should be used in conjunction with explanations provided within and supporting the accounting statements.*

**ACCOUNTING PERIOD** The period of time covered by the statement of accounts, normally 12 months commencing on 1 April and finishing on 31 March the following year. The end of the accounting period is the Balance Sheet date.

**ACCRUAL** An amount included in the accounts to cover income or expenditure relating to an accounting period but for which payment has not been received or made. This means that income and expenditure is recognised in the accounts when they are earned or incurred, not when money is exchanged.

**AGENCY SERVICES** Services, which are performed by a local authority, where the authority legally responsible for the service reimburses the agent (the authority doing the work) for the cost of the work carried out.

**BALANCE SHEET** A statement of the recorded assets, liabilities and other balances in monetary terms, at the end of an accounting period.

**BILLING AUTHORITY** A local authority responsible for collecting the council tax and business rates from within its district (Mansfield is a billing authority).

**BUDGET** A statement defining the Council's policies over a specified period of time (usually an accounting period) in terms of finance.

**BUSINESS RATES** The business rate retention scheme was introduced from 1 April 2014 which provided a direct link between business rates growth and the amount of money local authorities have to spend on services. Local authorities can keep a proportion of their business rates collected in their area after certain contributions to and from the Government have been made.

**CAPITAL RECEIPTS** The proceeds from the sale of council houses, buildings, land and other assets. Capital receipts can be used to finance new capital expenditure, within rules set down by central government, but they cannot be used to finance revenue expenditure.

**CAPITAL EXPENDITURE** This includes expenditure on the acquisition of, or major enhancement of fixed assets such as land, property and other structures.

**COMMUNITY ASSETS** The assets that a local council holds that may have restrictions on their use and disposal which include playing fields and parks.

**COUNCIL TAX** The main source of local taxation for councils. It is levied on households within the council's area by the billing authority and distributed to the County Council, Police and Fire Authorities, and to meet the cost of the Council's own general fund services.

**COUNCIL TAX BANDS** Each property in a local authority's area is valued by Central Government's Valuation Office Agency, and placed in one of 8 bands ranging from A to H. Each Band is averaged out in relation to **Band D**, bands A to C paying less, and bands E to H paying more on an increasing scale.

**COUNCIL TAX SUPPORT** The assistance provided by billing authorities to adults on low incomes to help them pay their council tax bill.

**CREDITORS** An amount owed by a council for work done, goods received or services rendered relating to the accounting period, but for which payment has not yet been made.

**CURRENT ASSETS** An amount held at the balance sheet date, which will be used within the following accounting period; for example, stock, cash and debtors.

**CURRENT LIABILITY** An amount owing at the balance sheet date, which will be paid in the next accounting period; for example, creditors, cash and loan repayments.

**DEBTORS** An amount owing to a council relating to the accounting period, but for which money has not yet been received.

**DEPRECIATION** The reduction in value of a fixed asset due to age or deterioration through usage.

**EARMARKED RESERVES** The amounts put aside to meet specific liabilities in the future. The main Council reserves are its Capital and Insurance Funds.

**EIP – Equal Instalments of Principal**, a type of loan where each payment includes an equal amount in respect of loan principal, therefore the interest due with each payment reduces as the principal is eroded, and so the total amount reduces with each instalment.

**FINANCE LEASE** A form of borrowing, usually for land and buildings, where the ownership of the fixed asset eventually passes over to the Council.

**GENERAL FUND** The main revenue fund of the Council that is used for day-to-day spending on services. Mansfield's general fund is split between its main service such as Leisure and Regulatory Services. Expenditure on the provision of Housing, however, must be charged to a separate Housing Revenue Account (HRA).

**GENERAL RESERVES** The amounts put aside, but not allocated to meet, any future spending commitments. The Council's main general reserves are its General Fund and Housing Revenue Account Balances.

**HERITAGE ASSETS** A tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained for its contribution to knowledge and culture.

**HOUSING BENEFIT** The allowance to persons on low income to meet, in whole or part, their rent. Local authorities pay benefit but central government refunds most of the cost of the benefits and of the running costs of administering the service. Benefit paid to the authority's own tenants is known as **rent rebate** and that paid to private sector tenants as **rent allowance**.

**HOUSING SUBSIDY** A government grant paid to housing authorities towards the cost of providing, managing and maintaining council dwellings.

**IMPAIRMENT** The reduction in the market value of a fixed asset due to significant changes in the market (i.e. introduction of new technology), obsolescence, or damage, etc.

**LOBO - Lender Option Borrower Option** The interest rate is initially fixed, but the *lender* has the “**option**” to propose or impose, on pre-determined future dates, such as every 5 years, a new fixed rate. The *borrower* has the “*option*” to either accept the new rate or repay the entire loan.

**MINIMUM REVENUE PROVISION** The minimum amount that must be charged against the Council’s revenue accounts each year to repay borrowing and finance leases.

**NET BOOK VALUE** The amount at which fixed assets are included (valued) in the balance sheet, i.e. their historic value or current valuation less depreciation.

**NET CURRENT REPLACEMENT COST** The cost of replacing or recreating a fixed asset in its existing condition or existing use.

**NET REALISABLE VALUE** The open market value of the asset in its existing use.

**NON-CURRENT ASSETS** An asset, that has a value (usually large) to the Council over a number of years; for example, land, buildings and equipment. Such assets result from capital expenditure.

**OPERATING LEASE** A type of rental agreement, usually for computer equipment, office furniture and equipment, where the Council never owns the asset.

**PRECEPT** The levy made by precepting authorities on billing authorities, requiring the latter to collect income from council taxpayers on their behalf, for services they provide in the billing authorities area.

**PRECEPTING AUTHORITIES** Those authorities who are not billing authorities, e.g. “major” authorities such as the County Council and Police and Fire Authorities and “local precepting authorities” such as Parish, Town or Community Councils.

**PROVISIONS** The pre-determined amounts put aside in the accounts for liabilities or losses which are certain or very likely to occur, but the amounts involved or the date when they need to be settled are uncertain.

**PUBLIC WORKS LOAN BOARD (PWLB)** The central government agency, which provides loans to local authorities.

**REVENUE EXPENDITURE** The running costs of services, which include employees, premises, transport, interest, supplies and services.

**REVENUE SUPPORT GRANT** The main general grant paid by central government to aid general fund services.

**WORK IN PROGRESS** The cost of work done on an uncompleted project at the balance sheet date.

# **Independent auditor's report to the members of Mansfield District Council**

## HOW TO CONTACT US

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If you need any help communicating with us or require any further explanation of any aspect of the Statement of Accounts please contact the Council's Finance department either by:



Telephone 01623 463463



e-mail [ASAccountancy@mansfield.gov.uk](mailto:ASAccountancy@mansfield.gov.uk)



Visit our Web Site [www.mansfield.gov.uk](http://www.mansfield.gov.uk).



Or by writing to:

Head of Finance  
**Mansfield District Council**  
Civic Centre  
Chesterfield Road South  
Mansfield  
Nottinghamshire  
NG19 7BH

Although the Statement of Accounts must contain statutory information, the Council would be pleased to receive any comments or suggestions for improvement.

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### Having trouble reading this?

Please contact us to arrange for a copy of this document in large print.