

2023/24

Financial Report including  
Statement of Accounts  
and Group Accounts  
(DRAFT– Pre-audit)

**Ste****enage**  
**BOROUGH COUNCIL**

The 2023/24 Pre Audit Statement of Accounts was certified as presenting a true and fair view of the financial position of Stevenage Borough Council by the Chief Financial Officer on 20 September 2024.



This document is part of the Council's policy of providing full information about the Council's affairs. In addition, interested members of the public have a statutory right to inspect the accounts before the Appointed Auditor completes the annual audit. The availability of the accounts for inspection is advertised on the Council's web site.

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## Foreword by Chief Executive

Welcome to Stevenage Borough Council's Statement of Accounts for 2023/24. As a co-operative Council we work alongside residents and partners to improve the lives of the people that live and work in the town. To enable this, it's important that we maintain a high degree of openness around our spending and decision making. The publication of our accounts helps demonstrate our commitment to achieving this transparency.

## Organisational overview and external environment

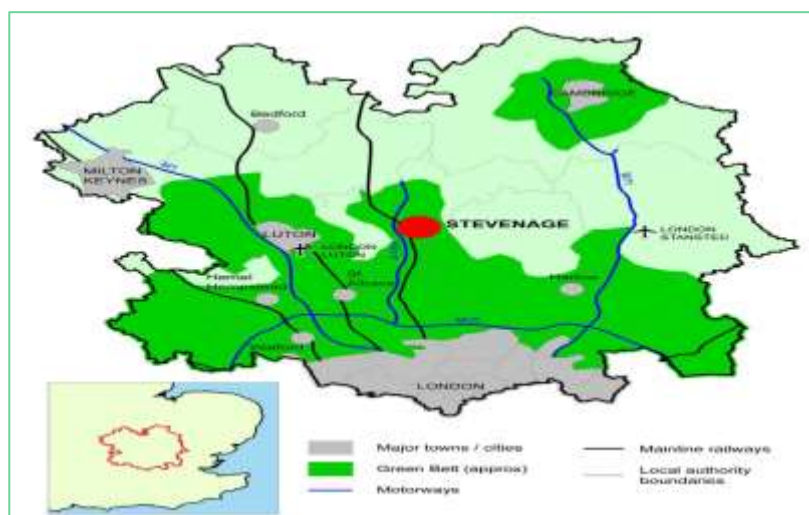
### About Stevenage

Stevenage is a town steeped in rich heritage and culture, with a long history spanning back to Saxon times. The town is home to around 89,000 people and 52,000 jobs, with established businesses in key sectors including pharmaceutical, advance manufacture, space and defence, life sciences and health care. Through the Future Town Future Council Corporate Plan and its associated "Transforming Our Town" objective, the Council is also introducing a range of new and exciting shopping and leisure opportunities for residents and consumers.

### Geography

Stevenage is strategically located within Hertfordshire 30 miles north of London. With a major station on the East Coast Main Line, Stevenage offers superb connectivity with 19 minute journey times to Kings Cross and less than 40 minutes to Cambridge. Thameslink services giving direct connections to Farringdon, London Bridge and Gatwick have also expanded into Stevenage, with links all the way through to Brighton.

Stevenage is also situated on the A1 (M) with good access to Cambridge, Peterborough, Northampton and Milton Keynes in less than one hour by road. In addition, two international airports are within easy reach: London Luton (14 miles) and London Stansted (29 miles).



## About The Council

Stevenage was designated Britain's first new town in 1946. The town was planned and developed by the Government-appointed Development Corporation that was responsible for a series of master plans detailing the way the town would grow. Stevenage Urban District Council became the Borough Council under local government reorganisation in 1974 and by 1980 most of the Development Corporation's functions had been transferred to the Borough Council. The Town's 89,000 residents live in 13 wards, which are represented as 6, neighbourhoods through the Council's innovative Co-operative Neighbourhoods approach:

- St Nicholas & Martins Wood
- Woodfield, Old Town & Symonds Green
- Bedwell & Pin Green
- Chells & Manor
- Bandley Hill & Shephall
- Longmeadow & Roebuck

The Local Government Boundary Commission for England undertook a review of the Stevenage ward boundaries in 2022. Those recommendations are now final and became law in 2023. The recommendations changed all the ward boundaries whilst maintaining the number of councillors (39) and wards (13) as before. The new arrangements were in force for the local elections on 2 May 2024.

The Council employs 656 staff who deliver a range of services including housing, leisure and recreation, environmental health, waste collection, planning applications and local taxation. The Council has 12 Community Centres, 12 car parks and directly manages 7,947 homes along with oversight of around 1,500 leasehold properties. On average the council will collect 37,780 bins per year, which equates to 20,201 tonnes of household waste, of which 13,591 tonnes is recycled, The Council receives around 132k calls to its Customer Services Centre per year.

Altogether Stevenage Borough Council provides circa 120 different services, most of which are directly delivered in-house, and benefits from being part of shared services with other councils in the following areas:

- Revenues and Benefits service, hosted by East Hertfordshire District Council (EHDC)
- ICT service with EHDC, hosted by Stevenage Borough Council
- Internal Audit Service (SIAS) and Shared Anti-Fraud Service (SAFS) with other Hertfordshire Councils, hosted by Hertfordshire County Council
- CCTV service (partnership and company) with EHDC, North Hertfordshire District Council and Hertsmeare Borough Council, hosted by Stevenage Borough Council
- Legal service, hosted by Hertfordshire County Council

- Shareholder in Building Control company with seven other Hertfordshire Councils
- Disabled Facilities service (Hertfordshire Home Improvement Agency), hosted by Hertfordshire County Council
- Procurement service with EHDC and Hertsmere

A new ten-year Leisure Management contract with Everyone Active which includes the Stevenage Swimming Centre, Stevenage Arts and Leisure Centre including Gordon Craig Theatre, Fairlands Valley Aqua Park, Southfield Showground, Ridlins Athletics Stadium and Stevenage Golf Conference Centre started on 1 April 2023.

The partnership will enable Everyone Active to build on the current leisure and arts development offering in the local area. Early facility improvements include the refurbishment of the Gordon Craig Theatre Lobby / café area, the redecoration and installation of new equipment in the gym at Stevenage Arts and Leisure Centre and upgrades to the Changing Village (lockers, showers, toilets) at Stevenage Swimming Pool.

## Business

Some of the world's most innovative companies as well as numerous exciting start-up businesses have chosen Stevenage to base and develop their operations. Stevenage's business base has a rich history and diversity that spans a wide range of sectors including aerospace, information technology, pharmaceuticals, advanced engineering and media.

During 2023/24, the £65M European manufacturing headquarters of Autolus Therapeutics opened at the former Marshgate car park site. Autolus, a biopharmaceutical company, decided to locate its manufacturing headquarters in the town creating up to 400 jobs and committing its future to Stevenage.

In addition to providing opportunities for future employers, Stevenage is home to some major Science, Technology, Engineering and Maths (STEM) employers including:

- GlaxoSmithKline - £1bn development programme in place for the next 10 years which will realise circa 4000 new jobs
- Airbus Defence & Space
- MBDA Missile Systems
- Stevenage Bioscience Catalyst
- Stevenage Cell & Gene Catapult
- Fujitsu

Planning permission was issued in 2023 for the redevelopment of The Forum, for a major life sciences development, and land adjacent to the GlaxoSmithKline site.

## Living

Stevenage offers residents a wide range of local amenities and a good standard of living. There is a good mix of social, affordable, and private housing in and around the town. Indeed, the town is

one of the most affordable places to live within Hertfordshire with the average property price being £350,000 compared to £521,000 elsewhere in the county.

Stevenage has a strong culture and leisure focus as evidenced through the Stevenage Reimagined Cultural Strategy ([found here](#)) and a comprehensive offer including a number of public and private sector facilities which are located within the town centre.

The Council also operates a small, family-friendly Museum that tells the story of the town from prehistoric times through to the modern day, including the evolution of Britain's first post-war new town. Work continues to explore the opportunities and aspirations for a new heritage facility linked to the council's wider regeneration programme.

The town also benefits from having many major retailers present within the High Street and retail parks. The Old Town provides a pleasant contrast with the High Street benefitting from several cafes, pubs and independent retailers.

There are over 300 acres of public park within the Borough which provide a wide range of recreational activity that can be accessed via an extensive, off road safe cycle network. Five of the parks have achieved the prestigious "Green Flag" status:

- Fairlands Valley Park
- Town Centre Gardens
- Hampson Park
- Shephalbury Park
- Weston Road Cemetery

Stevenage is proud of its open spaces and in 2023/24 three new community orchards were created as part of the Urban Tree Challenge Fund. The new orchards at Bedwell Park, Peartree Park and Letchmore Road Open Space were planted with support from local schools. This is in addition to the planting of five trees to celebrate 50 years of Fairlands Valley Park and seven trees as part of the emerging community woodland, to commemorate the late Queen Elizabeth II 70-year reign.

### Opportunity & Ambition

The 'Stevenage Development Board' was formed in March 2020 to lead the development of a Town Investment Plan. In March 2021 the Board secured £37.5m 'Towns Fund' funding from the then Ministry of Housing, Communities and Local Government to support the regeneration of the town through the delivery of a range of projects which will provide greater retail, culture and work / skills development opportunities for local people. Alongside this, post the development of the Town Development Framework in 2015, the Council led a major procurement exercise which resulted in the developer Mace being appointed to deliver the £350m SG1 scheme.

During 2023/24 the Council continued to progress the regeneration programme. Event Island Stevenage, on the site of the old bus station, continues to offer a programme of events and



activities in the heart of the town centre, as well as providing greenery and spaces for informal play. Seasonal events on offer – include an ice rink installed over the Christmas period to coincide with other festive activities across the town centre.

The Council completed the construction of the new Multi-Storey Car Park. Construction began in May 2022 and opened a year later. The facility includes:

- 622 spaces, almost double the capacity of the former level surface car park
- Secure cycle storage facility for 80 cycles, run by bespoke operator Spokesafe;
- 30 blue badge space split across different levels;
- 30 EV charging points with the capacity to increase charging facilities significantly as demand increase;
- Solar panels to increase sustainability and help with charging bays.

The car park is the first in Hertfordshire to receive the Park mark Plus award, (demonstrating the highest quality of today's morning car parks in services operations, design and build), and was jointly awarded 'Best Car Park in a Town or City' at this year's British Parking Awards.

Throughout the year, progress to deliver the projects that make up the Town Investment Plan has been reported to the Stevenage Development Board and the Council in its capacity as the accountable body. The programme to deliver the next tranche of projects is underway including:

- Stevenage Sports & Leisure Hub
- Diversification of Retail and Garden Square
- Cycling & Pedestrian connectivity (including Arts & Heritage) projects.

The Council has been working with Mace Developments since 2017 on proposals to redevelop 11 sites across the town centre, delivering over 1,800 new homes, commercial facilities and public spaces. Work started on the first phase of the SG1 development in March 2024, on a site at Swingate opposite the Council's offices that will provide 261 new homes. The Council has in principle agreement to form a joint venture with Mace to deliver this first plot, and anticipates the construction progressing fully over the coming months through to completion in 2026.

The Council has also secured a deal with Reef Developments/UBS to sell a surface level car park at the Forum, in exchange for a multi storey car park that will begin construction in 2024. Reef/UBS have full planning consent for a 530,000ft<sup>2</sup> Life Science development on the remainder of the site.

Regeneration is also taking place at other sites in the town centre. Works have started on the site of the former Matalan unit, with The Guinness Partnership delivering new homes on this site. The delivery of the new development will take place in phases. Phase 1 will provide 143 one and two-bedroomed apartments and all new homes in this phase will be offered as affordable tenures.

### Political Makeup as at March 2023

At the end of December 2023, Council Leader Baroness Dr Sharon Taylor OBE stood down from her role as Leader of the Council following her nomination to the House of Lords. Cllr Richard Henry became the new Leader of the Council in January 2023. The Leader of the Council has responsibility for the appointment of the Members of the Cabinet and the allocation of areas of responsibility for each Cabinet Member, apart from the position of Deputy Leader which is elected from within the majority group.

The responsibilities of the Council, its Committees, Elected Members and officers are set out in the Council's Constitution.

The Senior Leadership Team, led by the Chief Executive, is responsible for implementing the decisions taken by the Council and Cabinet.

Across the 13 different wards, there are 39 members and following the May 2022 election the political makeup was as follows:

- Labour Co-operative Group      24
- Conservative                              9
- Liberal Democrats                      6

## Corporate Priorities and Objectives

The current Corporate Plan, "Future Town, Future Council", is the main strategic planning document and outlines the vision, outcomes and objectives that the Council wishes to achieve through working co-operatively with and for its residents.

Members approved the "Future Town Future Council" Corporate Plan in December 2016. It reflects the Council's continuing focus on co-operative working and outlined the key outcomes and priorities for the town over the period 2016-2021.

At its meeting on 24 February 2021, the Council agreed to continue with the current Corporate Plan beyond its original 5-year term, subject to further review. The Council has now carried out a review of its Corporate Plan and the new plan "Making Stevenage Even Better" was approved by Full Council in February 2024 and will be implemented with effect from April 2024.

The focus of Making Stevenage Even Better (2024 – 2027) builds upon the success of FTFC with a focus on 5 strategic priorities and 3 cross-cutting themes:

- Transforming Our Town
- More Social, Affordable and Good Quality Homes
- Thriving Neighbourhoods
- Tackling Climate Change
- Balancing the Budget

The inclusion of the following 3 cross-cutting themes: Equality, Diversity & Inclusion; Health & Wellbeing; and Technology & Innovation raise awareness of important social benefits the Council want to focus on for the next 3 years, They represent the importance we place on effective partnership working and our existing commitments to tackle health inequalities, champion equality and empower residents.



A new corporate performance suite of Key Performance Indicators and Milestones will be developed and presented to the Cabinet (was Executive) in preparation for 2024/25. Prior to this, the Council will continue to report to its Cabinet set “Future Town, Future Council” priorities on an annual basis, and performance against these is subject to quarterly review by the Cabinet and the Overview and Scrutiny Committee. The FTFC Corporate Plan priorities are consolidated into four external-facing programmes and one internal-facing enabling programme, which are set out below:

- Transforming our Town - to create a vibrant town centre where people want to live, work and play
- More Social, Affordable and Good Quality Housing - to increase the number of social and affordable homes in Stevenage
- Co-operative Neighbourhoods - work with our communities to improve our neighbourhoods
- A Clean, Green, Safe & Thriving Town - improve the quality of life of Stevenage residents and enhanced experience for visitors
- Balancing the Budget – to be a financially resilient council with enough resource to deliver our priorities



Over the past year, the Council has made substantial progress across the corporate Future Town, Future Council 'programme despite the ongoing challenges presented by the cost-of-living crisis, the recovery from the impact of the coronavirus pandemic, the war in Ukraine and the ongoing reduction in funding for local government. The Council is determined to continue its ambitious programme of work to ensure both the town and council are revitalised and reimagined for the 21st century.

As referred to earlier the Council is working hard to bring forward the flagship SG1 regeneration scheme via its partnership with Mace. The related schemes include redevelopment of the Council's offices at Daneshill House into a new Public Sector Hub offering a one-stop location for public services including health, voluntary, council (including Library and Museum, New Town Heritage Centre) and charitable institutions.

Through the Towns Investment Plan work is underway to progress the development of a modern cultural, arts, New Towns Heritage Centre, and the Stevenage Sport and Leisure Hub with facilities likely to include a 10-lane swimming pool and teaching pool, as well as a 200-station gym and health and wellness spa.

During the year the Council continued to deliver new social and affordable homes across the town. Over the past year a further 73 properties were delivered bringing the total to 359 affordable homes completed since the programme began in 2014. A further 21 properties at De Havilland House were delivered for private sale, bringing in receipts that will be re-invested in affordable housing elsewhere in the town. Progress continues at the flagship neighbourhood development scheme at Kenilworth Close which, along with the scheme at Scarborough Avenue, which will provide over 250 homes, including a new and state of the art older persons independent living scheme.

The Council will deliver 154 more affordable homes in 2023/24 further delivering against its commitment of providing high quality homes for the town.

Over the past year, further progress was made with the £45m Major Refurbishment Contract (MRC) programme which spans the Council's 550 low rise flat blocks. These homes have benefited from a range of bespoke works including new roofs and windows which will improve the quality of life for tenants and leaseholders. SBC was the third council in the UK to retro fit sprinklers in its seven high rise flat blocks as part of its commitment to providing residents with safer homes by providing

the highest levels of fire safety and fire protection. The programme continues to be rolled out in 2024/25 with further phases planned.

In 2023/24 the Council successfully secured Social Housing Decarbonisation Funding which will see around 400 social homes with an Energy Performance Certificate (EPC) rating of D or lower receive upgrades to improve their energy efficiency and reduce carbon emissions. This includes fitting, if required, wall and loft insulation, double glazing and solar panels

The Co-operative Neighbourhoods (CN) programme continued to develop at pace throughout 2023/24. Engagement with residents at local neighbourhood level to listen to their views and priorities as well as considering co-production opportunities to address issues which are identified has taken place on a regular basis, including via the Proptech funded project to increase the use of digital engagement mechanisms, with over 1,900 responses obtained during the year. Further consultation and analysis of views will take place in 2024/25 to make sure that residents priorities remain at the heart of decision-making.

To ensure that residents are kept informed of and engaged with developments, Digital Newsletters are due to be circulated to each Neighbourhood area. Over 6,000 residents have signed up to receive the Digital Newsletters thus far.

In 2023/24, Building on the success of the UK Community Renewal Fund and the first year of UK Shared Prosperity Funding the council continues to delivery projects and programmes across the three investment priorities: Community & Place, Supporting Local Business and People & Skills. The council is continuing to focus on key areas of supporting, including the previously established focus on climate change through supporting local organisations to create decarbonisation plans as well as looking to promote alternative governance structures for local businesses such as co-operatives and mutual societies aligned with the councils co-operative ethos. The UK Shared Prosperity fund supported projects will continue to be delivered throughout 2024/25.

Complimenting this work is our partnership with Mission 44, a charitable foundation founded by Sir Lewis Hamilton who are focused on improving life chances and reducing inequality for those most in need of support. The 'Pioneering Young STEM Futures' programme has been designed to provide young people in Stevenage with the knowledge, skills and confidence to make the most of the wonderful opportunities that are available in the STEM industry in the town.

To draw this work together and tied to the commitments in the new Making Stevenage Even Better Corporate Plan, the recently created the 'Stevenage Works Skills Framework' will drive the development of a centre of excellence in skills development in Stevenage through aligning and co-ordinating local partners assets and resources as well as augmenting skills provision to create further opportunity. The initial focus of this work has been centred around the STEM sector due to its importance and the links to the work with Mission 44, but over time we will look to build on this model with other sectors, such as Construction, Public Sector Services and Creative & Cultural industries.

## Industry Awards and Recognition

The council has entered initiatives from different service areas into various awards throughout the 2023/24 financial year. Achievements include

- being named as a finalist at the APSE Service Awards, for our work on the refurbishment of the North Block and the introduction of Co-Space, and being Highly Commended for Best Social Housing Initiative at the MJ Awards for Oaks Cross.
- finalist at the Local Government Chronicle Awards for Oaks Cross, and won at the Affordable Housing Awards for reducing homelessness and the Oaks Cross scheme.
- The Railway North multi-storey car park, which opened in May 2023, was awarded 'Best New Car Park' in a town or city at the 2023 British Parking Awards, alongside being the first car park in Hertfordshire to be awarded Park Mark Plus.
- Five council parks have achieved the prestigious "Green Flag" status.

## Ukraine and the Cost-of-Living Crisis

In March 2022, the Council cemented its solidarity with Ukraine and has continued to work with partners to help support those fleeing the war, either in response to the Homes for Ukraine scheme or the resettlement of Asylum Seekers more generally. The impact of the war coupled with the financial impacts of the Covid pandemic has created challenging circumstances for residents and business. An increase in energy, food, fuel and goods costs, coupled with the highest levels of inflation for 40 years and rising interest rates led to increasing demand on service areas such as homelessness support and advice, Council Tax and Housing Benefits, income and rents.

On the 20 July 2022, the Council declared a cost-of-living emergency and called for the Government to do more to help residents and businesses most impacted by the crisis. The impact of the Cost-of-living crisis has required us to work with key partners to develop a comprehensive response.

Through partnership working other local authorities, public sector bodies, community and voluntary groups and private sector representatives, the Council has sought to deliver a comprehensive package of support covering:

- Food insecurity and poverty
- Fuel and energy
- Health and wellbeing
- Skills and employment
- Money and debt

The welfare debt and advice team have supported 532 clients during 2023/24 with advice, signposting and referrals for help. This includes help with benefits, paying their household bills and accessing grants.

In addition to providing support for some of the most vulnerable in the community, the Council has been working closely with partners to promote the availability of local employment opportunities, and skills and training courses (including funding available to support access) to help raise awareness and confidence for people to increase income and improve their financial wellbeing.

The ongoing response to the crisis will remain under review and the approach will be adapted where appropriate to reflect changing circumstances along with the learning gleaned from local, regional and national interventions. Where possible, responses are being embedded into “business as usual” to ensure that support is available wherever and whenever people need it, recognising that the situation continues to impact different people in different ways at different times, and will continue to do so for some time.

Stevenage Borough Council currently operate a Housing Futures accommodation scheme for rough sleepers within Stevenage. The accommodation currently has 25 units which is managed by the Rough Sleeper Team. The team provide daily support to the residents and complete referrals to any relevant agencies to give wrap-around holistic support for all residents who may be experiencing issues with mental health, alcohol or substance misuse.

Housing Futures assisted 17 clients to move on into permanent secure housing in the year 2023/24. This scheme has been funded by the governments Rough Sleeper Accommodation Program (RSAP) which provided capital and revenue funding and is further supported through the Rough Sleeping Initiative 2022-2025 (RSI), however both funding streams ends on 31st March 2025 and further funding opportunities are uncertain.

## Partnership Working

During 2023/24, the Council continued to work closely in partnership with a range of organisations to deliver our shared objectives and meet the challenges facing the town and its residents.

As mentioned previously, the Stevenage Together Partnership met during the year to oversee area-wide responses to key challenges facing the Town, including the cost of living crisis. The Partnership includes representation from the Council; public sector partners including Hertfordshire County Council, Hertfordshire Constabulary, North Hertfordshire College and the Department of Work and Pensions; voluntary and community sector partners including Citizens Advice, Mind in Mid Herts, Stevenage Credit Union; private sector partners including the Stevenage Development Board and WENTA; and other key local partners including Stevenage Football Foundation and Knebworth House.

There continues to be strong partnership working to tackle community safety issues through the implementation of the SoSafe Community Safety Strategy (2021-2024). In 2023/24 the So Safe partnership prioritised the following areas:

- Diverting young people from becoming involved in crime and ASB
- Provide safe reporting and support to domestic abuse survivors and victims of modern slavery
- Promote reporting of Hate Crime and inequality in the community
- Tackle the harms caused by drugs and alcohol
- Work with partners to encourage reporting of crime and address perception of crime

The collaborative work with partners & residents to promote the reporting of crime and Anti-Social Behaviour (ASB), and the projects identified in the Action Plan have been key to decreasing crime and improving community safety locally. Central to the Council's progress in this area, has been the SADA (Stevenage Against Domestic Abuse) and the Friends of SADA Charity. Both have been working with partners to complete a piece of work around deprivation and the links to domestic abuse. In the last twelve months the service has issued over 60 food parcels, set up food banks in schools and gifted food vouchers, as well as helping with housing deposits, travel costs for hospital appointments, purchasing school uniform and arranging for Christmas presents and outings.

## Climate Change

Another key partnership arrangement is the work on climate change with the County Council, all 10 District Council's and the Herts LEP through the Hertfordshire Climate Change & Sustainability Partnership (HCCSP). Through the partnership the Council has been able to tackle some of the wider issues which are beyond the scope or direct control of individual local authorities. In 2023/24 the fifth strategic action plan on Behaviour Change was approved for implementation, providing an overview of regional activity related to climate change and sustainability and aligning messages across the county.

Through its own Climate Change Strategy (2020) the Council is committed to achieving net zero by 2030. Improving transport and developing sustainable travel solutions is central to this approach. In addition to the regeneration of the Bus Station and Multi Storey Car Park additional, funding has been secured through the County Council and Department of Transport's Active Travel Fund (AFT). The funds will deliver a new cycling and walking enhancement scheme as part of the Council's Local Cycling and Walking Infrastructure Plan. The scheme will provide a new 2-way cycle route by reallocating existing road space and ensuring improved travel options for pedestrians and cyclists.



## Corporate Governance

The Corporate Governance Group meets four times a year to consider arrangements from the perspective of the seven core principles of corporate governance in the CIPFA/SOLACE Framework. At Business Unit level, assurance of compliance with the principles of good governance requires all Assistant Directors to complete, certify and return a Service Assurance Statement each year.

The Corporate Governance Group also consider whether any recommendations as a result of external or internal audit activity (and other review agencies and inspectorates), and the Head of Assurance Annual Report, require inclusion in the Statement. These review mechanisms contribute to overall assurance for the Annual Governance Statement.

The Council is responsible for ensuring that its business is conducted in accordance with the law and to proper standards and that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. The Council also has a duty under the Local Government Act 1999, to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. In discharging this overall responsibility, the Council is also responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which include arrangements for the management of risk.

Stevenage Borough Council has adopted a Local Code of Corporate Governance that sets out a commitment to corporate governance and summarises the governance arrangements in place to enable the Council to monitor the achievement of its strategic objectives, to consider whether those objectives have enhanced delivery of appropriate cost-effective services and outlines the activities through which it accounts to and engages with its communities.

The Local Code reflects the core and sub-principles outlined in the 2016 CIPFA/SOLACE Framework, 'Delivering Good Governance in Local Government'. The Council's Local Code of Corporate Governance is reviewed and approved by Audit Committee each year.

The Annual Governance Statement for 2023/24 explains how the Council has continued to comply with the Local Code, summarises the review of its governance arrangements and identifies areas of governance to be strengthened and outlines actions to strengthen areas identified. This includes actions identified by the Shared Internal Audit Service, or that are considered important in the management of 'very high/high level' strategic risks.

**Matt Partridge**

**Chief Executive**

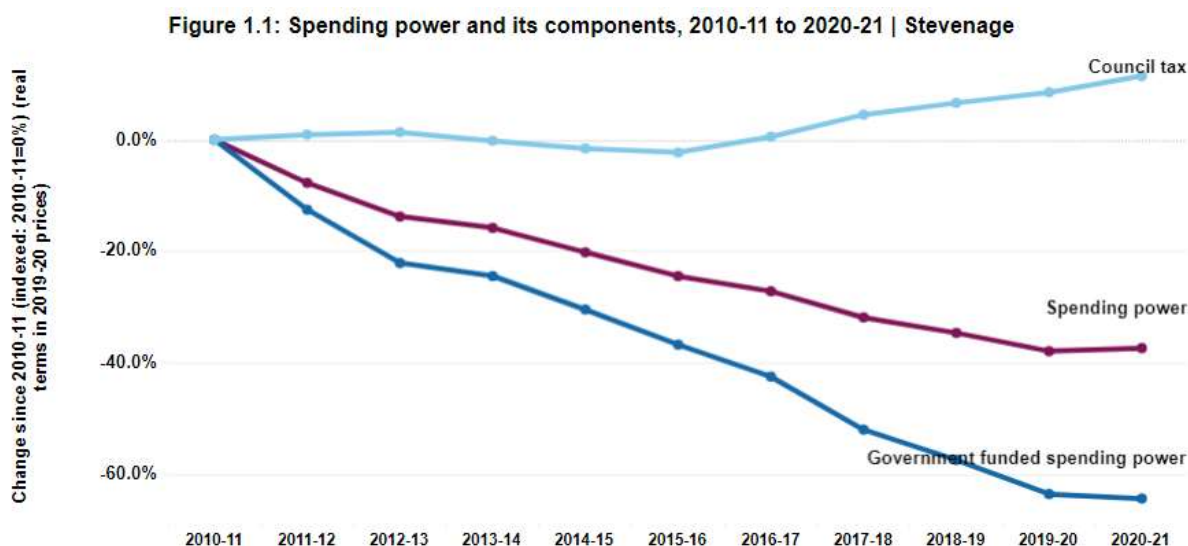
## Narrative Statement

### Operational Model - Financial Context

Local government has faced significant funding cuts since 2010, which has seen successive governments reduce financial support to all parts of the public sector, with lower tier authorities such as Stevenage Borough Council receiving a significant proportion of that reduction.

The impact on Stevenage has been for our General Fund services, a reduction of £5.3M since 2010 in government grants, which have required the Council to find cumulative savings of £14Million when inflationary costs are also taken into consideration. COVID affected the Council's finances during 2020/21-2021/22 (an estimated £3Million cost) as has the cost of living crisis due to higher inflation (estimated £1.7Million inflationary pressures for 2023/24). The ability to set a balanced budget and retain the same level of services has been curtailed as legislation has limited increases for District Councils at below 2% up to 2017/18, 2% or £5 on a Band D property to 2023/24 and 3% thereafter, without triggering a local referendum vote. This small increase allowable from 2023/24 still means that the council faces a real term cut in spending power next year as inflation and demand for services outstrips the new funding support.

The National Audit Office (NAO) have published data that shows Stevenage's Core Spending Power (CSP) has reduced by 64.5% in real terms (2019/20 prices) when comparing 2010/11 to 2020/21).



This reduction in CSP, comes at a time when demand for a range of important services, such as housing support and homelessness prevention, is continuing to rise and income from fees and charges remains below pre-pandemic levels. These new pressures, and a move to less certainty over funding, make it impossible for services to be funded at their previous levels.

## Budget setting and The Medium-Term Financial Strategy

The Council must set a balanced budget each year (Local Government Finance Act 1992). The Council is required to estimate revenue expenditure and income for the forthcoming year from all sources, together with contributions from reserves, to determine a net budget requirement to be met by government grant and council tax. The Revenue Budget for 2024/25 and the General Fund MTFS was approved by Council on 21 February 2024. The HRA Revenue Account (HRA) Budget was agreed by Council on 24 January 2024.

The Medium-Term Financial Strategy (MTFS) is based upon the vision included in the Council's Corporate Plan. It is the vehicle by which the Council identifies resources to deliver the Corporate Plan. The MTFS covers both the General Fund revenue resources and those for the HRA. Both are supported with resources in the Capital Programme.

The MTFS is regularly updated to ensure that a clear financial position for the Council can be demonstrated over the next five years. This medium term view of the budget gives a mechanism by which future 'budget gaps' can be identified allowing for a measured rather than reactive approach to reducing net expenditure. The Balancing the Budget (BTB) year round approach to identifying budget options means that work is on-going throughout the year to bridge the gap. The MTFS aims to:

- Ensure the level of reserves remains appropriate
- Achieve an on-going balanced budget (by ensuring inflationary pressures are matched by increases in fees and income or reductions in expenditure)
- Identify service delivery trends, changes in legislation etc. to accurately predict levels of spend in the future.
- Ensure the HRA has the sufficient balances to fund the level of borrowing to fund improvements to council houses and deliver the commitment for new housing.
- Identify saving targets (Balance the Budget – BTB) to ensure that both the General Fund and HRA remain financially resilient.
- Increase value for money.

## The impact of COVID and the Cost of Living crises

The impact of Covid and the cost of living crises have increased financial risk to Councils with resultant increases in inflation and lower fees and charges. Unfunded inflationary increases absorbed by the council since 2014/15 exceed £7M. The Council has however taken/approved a number of financial resilience measures which increase the security of the Council's position, the main ones are:

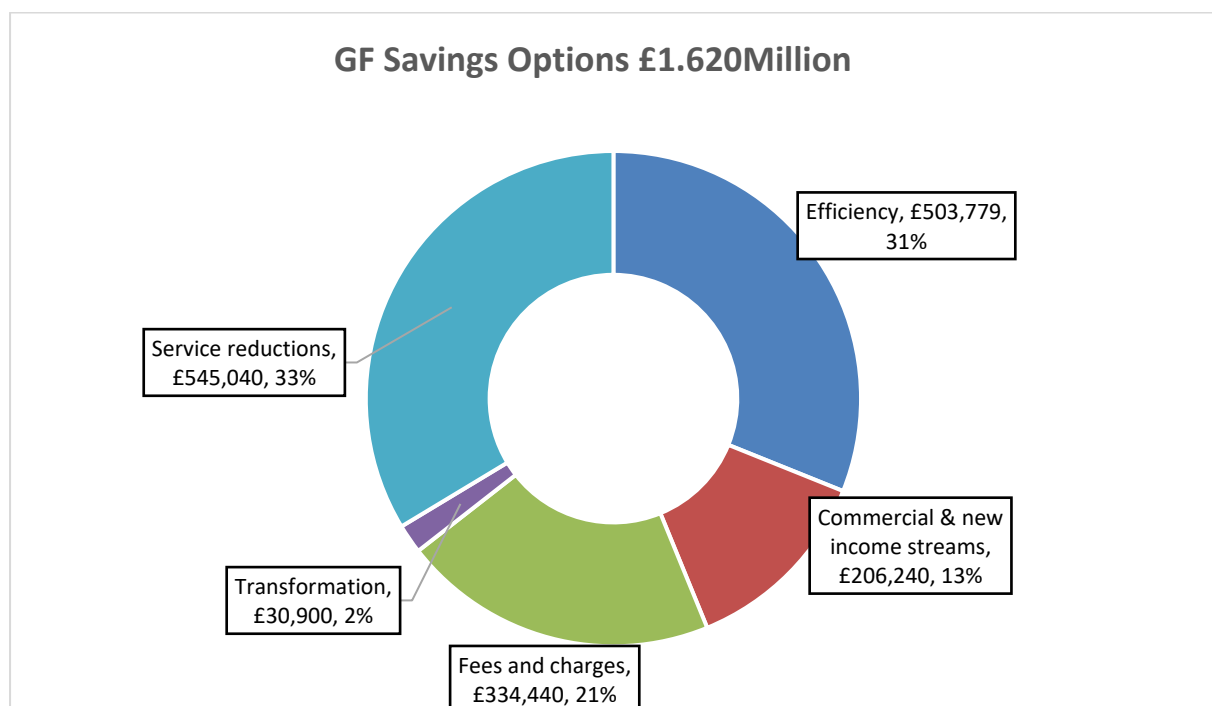
- A risk assessment of balances to ensure general reserves held take the increased risk from recessionary pressures into account.

- The income equalisation reserve which can be returned to the General Fund if fees and charges are lower than projected.
- Reduce the use of reliance on revenue Contributions by identifying sites for disposal and using capital receipts rather than revenue (September 2020 MTFS report).
- Identification of a sufficient level of on-going Balancing the Budget options to ensure the General Fund is above or at the minimum level of balances.
- A transformation programme to deliver savings for both the General Fund and HRA.
- A Commercial and Insourcing Strategy to look for opportunities to increase the Council's income from new commercial options, ensuring fees and charges are set based on the cost of services and any insourcing opportunities.

## 2023/24 Financial Position

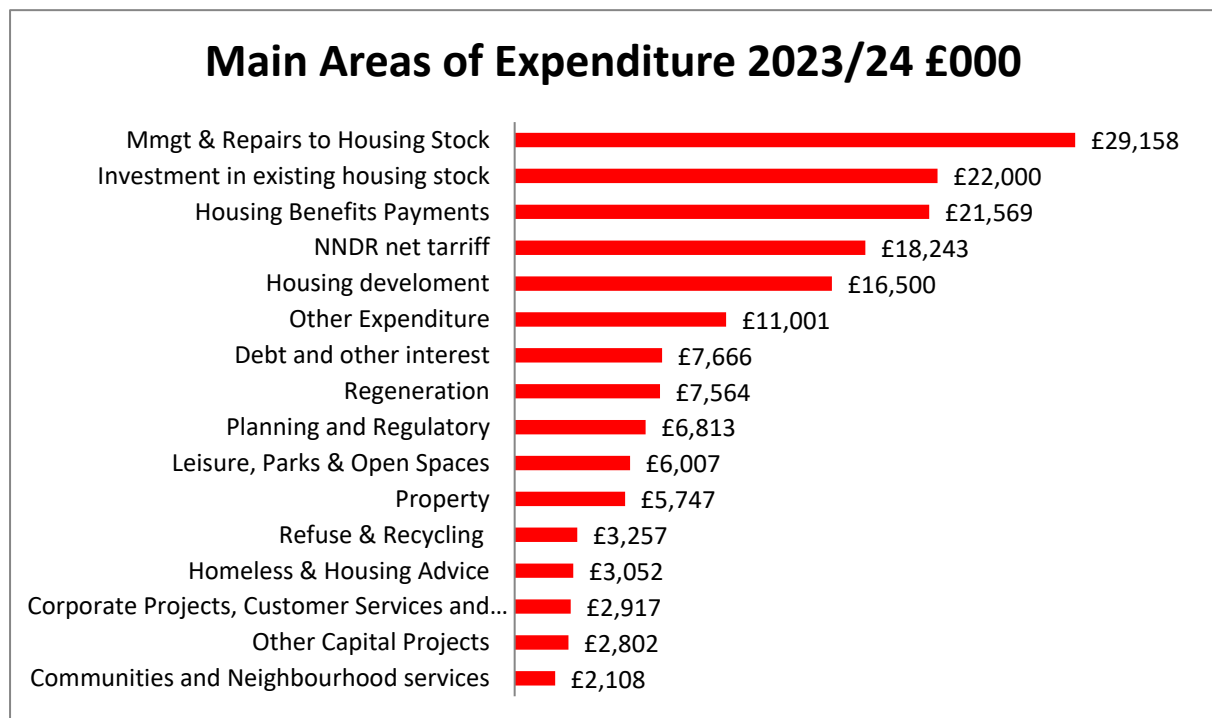
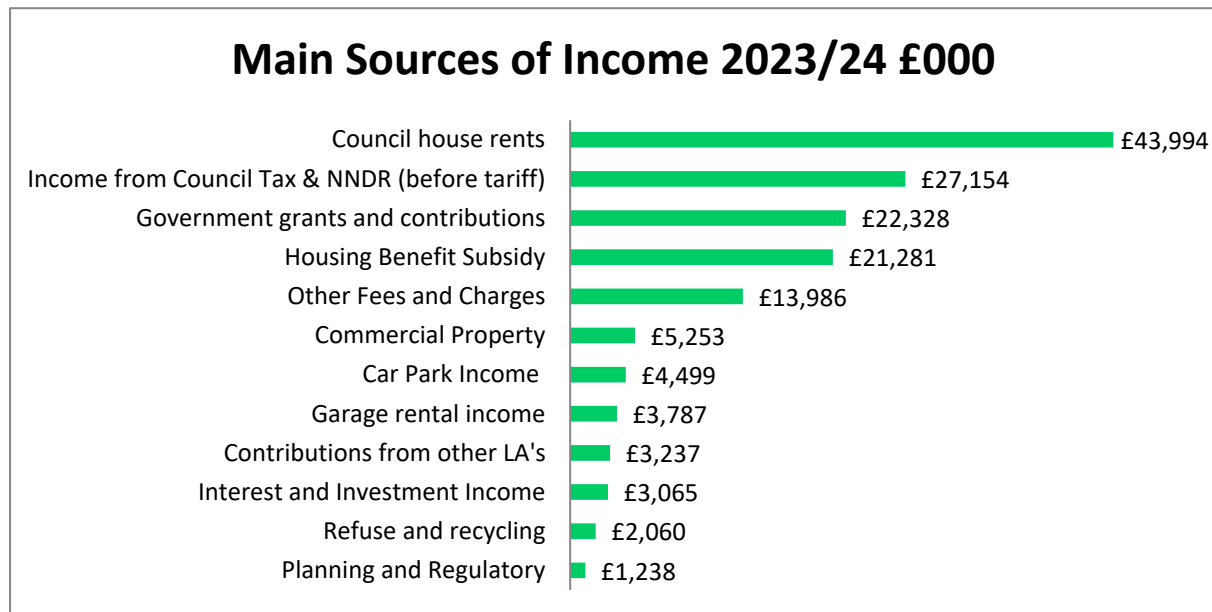
### Savings

Savings delivery has become a key part of setting a balanced budgets and ensuring the council is financially sustainable. The graph below shows the general fund savings targets for 2023/24, approved by Council on 23 February 2023.



The Council provides a wide range of services to the residents of Stevenage including refuse and recycling collections, leisure facilities including children's play schemes and maintenance of the public open spaces in the district. In addition the Council helps to keep the residents safe with responsibility for environmental health issues and ensuring new buildings comply with legislation. The Council also has a responsibility to help homeless families and to administer housing benefit

claims. To pay for these services the Council receives money from a number of sources. The following charts show the main sources of our income and where we spend it for our residents and tenants.



## Risk and Opportunities

The Future Town Future Council (FTFC) programme is an ambitious programme for Stevenage and this brings a level of risk for the Council. The Council maintains a Strategic Risk register which is reported to the Senior Leadership Team (SLT), Corporate Risk Group and our Audit Committee on a quarterly basis. This register includes all the top perceived risks for the Council and includes

actions to mitigate risk. In addition any decisions taken by our Members are considered taking into account financial, legal and identified risks.

We ensure that we deliver the services and priorities our Members have approved by reporting quarterly using some key measures and programme updates to see how we are doing. Some of the measures relate to the FTFC programme and the remainder to key performance indicators that check how well we are providing our services and meeting our targets. These are reviewed by the SLT and we look at any mitigation we can implement if our targets are not being met. The performance measures are then approved by our Members. Although not all our measures are on target and we have put plans in place to achieve them and we recognise we can always improve.

A review of the risks facing the General Fund budgets has been listed in the table below, not all the impacts are known at the present time. The current MTFS projections are based on prudent assumptions and include the CFO's best assessment of the financial risks. However, if any of these risks become a reality then the MTFS will need to be updated once the actual impacts are known.

Expenditure and Income	Impacted by	Risk (to increase cost)
<b>Inflation</b>	Although price increases around utilities and fuel have fallen, there is still huge volatility in the market with the continual war in Ukraine.	<b>medium</b>
	The MTFS assumes a 3.5% pay award for 2024/25, a continuation of higher inflation may drive much higher pay negotiation outcomes (see also para 4.2.2)	<b>high</b>
	Projections for inflation will continue to exacerbate inflationary pressures in the General Fund and HRA for pay, goods and services, although month on month inflation increase has fallen, the base still includes the higher increases at circa 10%. (August CPI 6.2%, October CPI 4.6%, December 4%)	<b>high</b>
<b>Demand for services</b>	There may be an increase for support services such as homeless and advice and this puts further pressure on the Council's budgets	<b>medium</b>
<b>Fees and Charges</b>	The continual impact of 'Cost of Living Crisis' may impact the Council's fees and charges income which is required to support the funding of services.	<b>medium</b>
<b>Core funding</b>	The government has not signalled any new funding for the Public Sector and the MTFS includes a 'status quo' for grant funding, there is a risk that funding could be reduced will be removed. The IFS have estimated that, based on reasonable assumptions about what may be needed for the NHS and schools and existing commitments on defence, overseas aid and childcare, funding for other services in England	<b>high</b>

Expenditure and Income	Impacted by	Risk (to increase cost)
	may need to be cut by an average of over 3% per year in real-terms.	
	Grant funding for new burdens is announced annually such as homeless or rough sleeper funding which makes recruitment and retention difficult on a permanent basis	high
	There is uncertainty around future years government funding.	high

### Strategy and Resource Allocation

The Council’s Financial Strategies (MTFS) highlighted the need for on-going savings to fund the gap left by the reduction in government grants, inflation and service pressures. We aim to ensure we can deliver our priorities even though our resources are reducing through our ‘Balancing the Budget’ (BTB) work stream. The Council’s priority ‘Financial Security’ helps us to deliver this through, efficiencies, transformation, smarter ways of working, income options and new and innovative transformation of our services, prioritising where we spend our money before reductions in services. This will help us maintain our priority services while still meeting our FTFC ambitions.



**Transformation** by improving customer access to services through digital means and improving and streamlining processes



**Co-operative Commercial and insourcing** bringing services inhouse if value for money and ensuring we charge appropriately for our services



**Efficiencies** through robust monitoring efficiencies will be identified where they arise to ensure that Council stays financially resilient



**Prioritise services** if there are not sufficient budget savings achieved from the other three work streams to ensure a balanced budget

The four strands of the BTB priority are set out in the Council’s MTFS and is the enabler to delivering our MTFS objectives which includes:

“To ensure the financial resilience of the General Fund that any net funding gap is reduced by 2027/28”.

## Financial Performance

### General Fund 2023/24 Outturn Position

The 2023/24 actual General Fund net expenditure was £713K lower than the revised working budget. A summary of the working budget versus outturn is shown below.

General Fund Outturn Position £000	2023/24 Latest Budget	2023/24 Outturn	Variance
Services Net Expenditure	13,743	13,397	(346)
Core Resources	(12,380)	(12,746)	(366)
<b>General Fund Outturn Position</b>	<b>1,363</b>	<b>651</b>	<b>(712)</b>
Balance Brought Forward	(5,954)	(5,954)	0
Use of balances	1,363	651	(712)
<b>Balance Carried Forward</b>	<b>(4,591)</b>	<b>(5,303)</b>	<b>(712)</b>

The 2023/24 actual Services Net Expenditure on the General Fund was £13.4Million, compared to a budget of £13.7Million. The in-year underspend (before the consideration of any carry forward requests) was £346K. As part of this figure, £283K relate to timing delays and are committed costs for 2024/25.

A high-level summary of the over and underspends split by the cost categories are shown in the table below:

£000	Over / (Underspend)	Timing delays	Total
<b>Supplies &amp; Services:</b>			
Cost of shared services	66		<b>66</b>
Car Park internet connectivity	160		<b>160</b>
Bed & Breakfast costs	(74)		<b>(74)</b>
External Audit fees	(68)		<b>(68)</b>
Garages		(90)	<b>(90)</b>
Climate Change grants		(70)	<b>(70)</b>
Trade Waste Disposal Costs	74		<b>74</b>
Investment Income	(129)		<b>(129)</b>
On-street Car parks income	(92)		<b>(92)</b>
<b>Funding Capital:</b>			
Direct Revenue Financing		(123)	<b>(123)</b>
<b>Total</b>	<b>(63)</b>	<b>(283)</b>	<b>(346)</b>



## General Fund Reserves

The latest General Fund year end position compared to the prior year and the 2024/25 Original Budget are summarised below.

General Fund Balances	2022/23 Actual	2023/24 Actual	2024/25 Original Budget
	£'000	£'000	£'000
Opening Balance	6,908	5,954	4,763
In Year Contribution to/(from) reserves	(954)	(651)	0
Closing Balance	5,954	5,303	4,763
Earmarked Reserves	5,556	8,758	6,771

The planned draw-down of £1.340Million in the working budget would have reduced the GF Balances to £4.613Million at 31 March 2024. In the event, the actual position was a £0.65 Million, drawn from reserves so that General Fund Reserve totalled £5.303 Million at year-end.

## Housing Revenue Account (HRA) 2023/24 Outturn Position

As with the General Fund, Members have subsequently approved variations to the budget, as part of the quarterly monitoring reports to the Executive, taking into account service pressures and budget options arising in the year. This resulted in a revised budget of £517k (surplus). The final out-turn position for the year against the revised budget and its impact on balances is set out below:

HRA Outturn £'000	2023/24 Budget £	2023/24 Outturn £	Variance £
<b>HRA Balance Brought Forward</b>	<b>(10,519)</b>	<b>(10,519)</b>	-
In Year (Surplus) / Deficit	(517)	(106)	411
<b>HRA Balance Carried Forward</b>	<b>(11,036)</b>	<b>(10,625)</b>	<b>411</b>

The 2023/24 actual HRA net surplus was £0.4Million lower than the working budgeted surplus.

In April 2012 the Government removed a centralised subsidy system, where calculated surpluses were pooled nationally, and the HRA became self-financing, with deficits and surpluses managed at a local level. However, at the time of the self-financing settlement the HRA took loans totalling £196.911Million, an amount determined by and payable to The Secretary of State, and the cost of servicing this debt is included in the surplus position shown in the above table. The HRA was also subject to a borrowing cap, but this was lifted in 2018/19 by the government and has allowed further borrowing to support investment in current and new housing stock. HRA reserves over and above minimum balances are required to repay the loans taken out as part of the Self Financing agreement and subsequent debt.

Key programme successes during 2023/24 included:

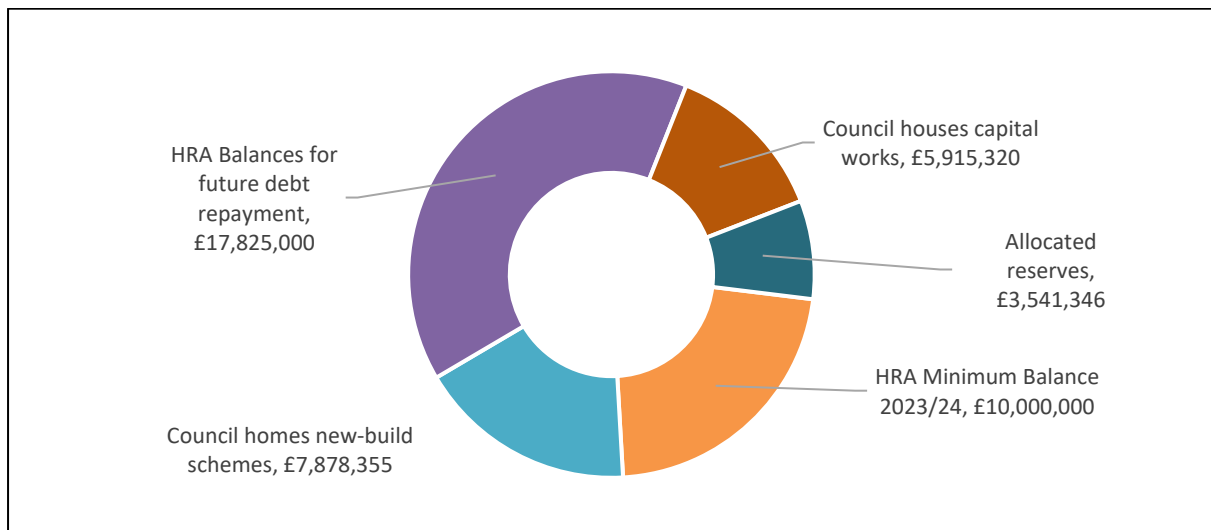
- Securing further funding from the Government’s Social Housing Decarbonisation Fund to continue work on bringing existing stock up to the energy efficiency standard of EPC- C.
- Embedding new Government regulations on tenant satisfaction and building safety into the housing service and developing communications to increase tenant awareness and involvement in the provision of social housing at the Council.
- During the year 16 properties were acquired by the Council and a further 54 new build properties were also added to the letting stock, as a large development programme on a site at Kenilworth Road is coming to completion. Work on this site will continue into next year with the addition of a brand new independent living facility.

During the financial year 2023/24, 20 council homes were sold under the Right to Buy scheme and the Council’s closing stock of council homes at 31 March 2024 was 7,915 (7,943 properties at 31 March 2023).

**HRA Reserves**

HRA reserves are ring fenced and cannot be used for General Fund expenditure. The Reserves that can be used to support the HRA total £31.26Million, of which £17.2Million is available predominantly for the purpose of repaying debt and £3.541Million is to provide resilience against interest rate fluctuations and to support the Council’s transformation programme.

As with the General Fund a risk assessment is undertaken on the HRA to determine the minimum level of balances required each year. The risk assessment identified HRA balances of £3.31Million was update to £10Million as part of the HRA BP review in November 2023. This recognised the additional balances needed to repay the current HRA loans (minimum level, standing at £246Million at 31 July 2024, of which £195Million related to a one off payment to the Government as a result of the self-financing settlement on the 28 March 2012.



The HRA also holds specified reserves for the replacement of sold Council houses through the Right to Buy scheme of £7.9Million (restricted use) and for investment in the housing stock of £5.9Million (capital expenditure use only).

HRA general balances were higher than the calculated minimum requirement for 2023/24, but these will be required to meet future debt repayments, as detailed above. The HRA is also subject to significant financial risks including:

- Impact from new legislation on tenant satisfaction and building safety and the new regulatory regime for Local Authority social housing.
- Impact of the continued roll out of universal credit on the collectability of rents and possible adverse effect on rent arrears.
- Increased prudential borrowing in the HRA increases the risk of adverse interest rate fluctuation throughout the life of the business plan (HRA interest equalisation reserve £3.4Million)
- Impact of future changes in government policy on rent increases.
- Impact of the Government's White paper on standards and regulation within the sector.
- The costs associated with de-carbonisation and climate change.

### Usable Reserves

As at the 31 March 2024 the Council had total usable reserves of £79Million. Of this £70Million (89%) is earmarked or ring-fenced as below:

- Capital - £28Million, the Capital Receipts Reserve (£13Million) and Capital Grants Unapplied Reserve (£15Million) are statutory reserves and can only be used for specific purposes.
- HRA (including Major repairs reserve and Minimum reserves balance) - £30Million
- General Fund earmarked reserves - £9Million
- Minimum reserves balance (General Fund) - £3.4Million <sup>1</sup>

### Borrowing and Capital

As at the 31 March 2024, the Council had external PWLB borrowing of £235Million (£228Million at 31 March 2023). The majority of this debt relates to the Housing Revenue Account (HRA) payment to the government (Self Financing for the HRA). The HRA business plan has a timetable for the repayment of this debt phased over the next 25 years.

The Council spent £46.5Million on its capital programme in 2023/24; this included £22Million on its existing housing stock, £16.5Million on providing new homes, £3Million on the Regeneration and £5Million on other General Fund and HRA capital projects.

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<sup>1</sup> Council Tax and General Fund Report 2023-24

The Council funded £8Million of its capital programme from the sale of assets, (land and council house sales), which equates to 17%, (29% 2022/23) of the total funding. Grants and 3<sup>rd</sup> party payments made up £7Million of funding (15%) in 2023/24. Contributions from the Major Repairs Reserve (MRR) totalled £18.4Million (40%). The MRR is funded from the depreciation charge made from the HRA to the MRR to finance future capital investment. The residual was financed by revenue contributions to capital expenditure and internal borrowing and external borrowing.

### **Pension Liability**

The Council participates in the Local Government Pension Scheme. The scheme is administered by Hertfordshire County Council, and the impact of the pension liability is shown on the face of the balance sheet. As at 31 March 2024, the pension liability is £20Million which is an increase of £17Million from £3Million at 31 March 2023.

### **Outlook**

We continue to work collaboratively with neighbouring councils in areas as diverse as: Building Control, Internal Audit, Procurement etc. These partnerships have importantly delivered financial savings but have also built up additional operational capacity and resilience.

The future of Local Government funding remains very uncertain. Further delays to the reviews of Fair Funding, Business Rates and New Homes Bonus have been announced. Therefore, we are still awaiting Central Government's output from the review work it has undertaken on the overall package of Local Government financing (which will include Business Rates localisation and New Homes Bonus). This uncertainty makes medium term financial planning far more challenging, coupled with the ongoing effects associated with the cost of living crisis and the ongoing long term impacts of the Covid-19 pandemic and how the Council continues to recover economically.

The Council has taken significant steps over recent years to balance its budget and the current projections show that the on-going balanced budget will be achieved by 2027/28 ensuring inflationary pressures are matched by increases in fees and income or reductions in expenditure. However, this relies on a significant savings target being achieved and inflation remaining reduced in the medium term and government funding in line with that projected in the MTFS.

The Council's Transformation (update reported to the September 2023 Executive) is seen as the key option to seek to maintain as much as possible of the Council's remaining services by reducing the Council's financial footprint through the provision of more online services which will realise efficiency gains. This approach is deemed to be preferable to seeking year on year service cuts to meet the shortfall between funding and spend although it is likely that an element of year-on-year savings will still be required.

As agreed with Members the new 'Housing & Neighbourhoods' business unit has been created and work continues to implement the agreed improvement for customers and to internal ways of

working. Member also agreed a number of further lines of enquiry for officers to work through with a view to them potentially being brought back for consideration as part of a future savings package to ensure the on-going financial resilience of the Council, together with further Transformation options to meet the BTB target.

In addition, it is imperative that the Council can continue to function and deliver services which means there is a need to review its service offer and the assets held to help withstand further inflationary and unfunded pressures as Local Government continues to operate within a period of financial uncertainty.

### **Basis of Preparation and Presentation of the Accounts**

The Council prepares its Statement of Accounts on a going concern basis, on the assumption that it will continue in existence into the foreseeable future. Disclosures are included within the Statement of Accounts based on an assessment of their materiality. A disclosure is considered material if through an omission or a misstatement, the decisions made by users of the accounts would be influenced. This could be due to the value or the nature of the disclosure.

The Council considers disclosures against an internally calculated materiality threshold which is reviewed each year. Material individual items of income and expenditure which are not disclosed on the face of the Comprehensive Income and Expenditure Statement (CIES) are considered to be significant and are disclosed in Note 2. Some disclosures are included due to their nature even if the value of transactions is not over the materiality threshold; an example of this is Note 10 Officers' Remuneration.

The assessment of materiality also influences the Council's decision to produce Group Accounts. Each year the Council assesses the entities it exerts control or significant influence over to identify which fall within the group boundary. If the value of transactions for the group as a whole is material, Group Accounts are produced. The accounts for 2023/24 therefore consolidate Queensway Properties (Stevenage) LLP and Marshgate Ltd.

## Explanation of Accounting Statements

This Statement of Accounts for the year ended 31st March 2024 has been prepared and published in accordance with the Code of Practice on Local Authority Accounting 2023/24, issued by the Chartered Institute of Public Finance and Accountancy and the Accounts and Audit Regulations 2015.

The accounting policies adopted by the Council comply with the relevant recommended accounting practices and the latest revisions to these from 1 April 2023. There have been no major changes in the Council's statutory functions during the year.

The Statement of Accounts comprises Core Financial Statements and related notes along with Supplementary Financial Statements.

### The Core Financial Statements are as follows:-

- The **Expenditure and Funding Analysis (EFA)**. The Expenditure and Funding Analysis shows how annual expenditure is used and funded from resources (government grants, council tax and business rates) by the Council in comparison with those resources consumed or earned by the Council in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the Council's service departments. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement
- The **Comprehensive Income and Expenditure Statement (CIES)** - this 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 and the Movement in Reserves Statement.
- The **Movement in Reserves Statement (MIRS)** shows the movement from the start of the year to the end on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves'. The statement shows how the movements in year of the council's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to council tax (or rents) for the year. The net increase/decrease line shows the statutory General Fund balance and Housing Revenue Account (HRA) balance movements in the year following those adjustments.

- The **Balance Sheet (BS)** 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. The first category of reserves are usable reserves, i.e. 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). The second category of reserves is those that the council is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the revaluation reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'adjustments between accounting basis and funding basis under regulations'.
- The **Cash Flow Statement** shows the changes in cash and cash equivalents of the council during the reporting period. The statement shows how the council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the council are funded by way of taxation and grant income or from the recipients of services provided by the council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the council's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the council.

### The Supplementary Financial Statements are:

- The **Housing Revenue Account** – this separately identifies the Council's statutory landlord function as a provider of social housing under the Local Government and Housing Act 1989.
- The **Collection Fund**, which summarises the collection and redistribution of council tax and business rates income.

### The Group Accounts include:

- The statements of the single entity accounts combined with the assets and liabilities of companies and similar entities, which the Council either controls or significantly influences.

## The Annual Governance Statement

- The statement sets out the governance structures of the Council and its key internal controls.

The **Notes** to these financial statements provide further detail about the Council's accounting policies and individual transactions.

A **Glossary** of key terms can be found at the end of this publication.

The **Chief Finance Officer (CFO)** is the statutory officer responsible for the proper administration of the Council's financial affairs. The CFO is required by law to confirm that the Council's system of internal controls and related governance arrangements can be relied upon to produce an accurate Statement of Accounts.

### Further Information

Further information about the accounts is available from: Strategic Director (Chief Financial Officer), Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN.

Email: [clare.fletcher@stevenage.gov.uk](mailto:clare.fletcher@stevenage.gov.uk)



## Statement of Responsibilities for the Statement of Accounts

### Stevenage Borough Council's Responsibilities

Stevenage Borough Council is required:

- To make arrangements for proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Strategic Director (Chief Financial Officer).
- To manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- To approve the Statement of Accounts

### The Strategic Director (Chief Financial Officer) Responsibilities

The Strategic Director (Finance and Estates) (Chief Financial Officer) is responsible for the preparation of the Council's Statement of Accounts which, 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), and is required to present a true and fair view of the financial position of the authority at the accounting date and its income and expenditure for the year ended 31 March 2023. In preparation of this statement of accounts, the Strategic Director (Chief Financial Officer) has:

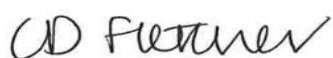
- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with the local authority Code.

The Strategic Director (Chief Financial Officer) has also:

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

### Certificate of Chief Financial Officer

I certify that this Statement of Accounts has been prepared in accordance with Regulation 8 of the Accounts and Audit Regulations (England) 2015 and presents a true and fair view of the financial position of the Authority as at 31 March 2024 and its Comprehensive Income and Expenditure Statement for the year ended 31 March 2024.



**Clare Fletcher**

**Strategic Director (Chief Financial Officer) 20 September 2024**

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# Statement of Accounts 2023/24

## Expenditure and Funding Analysis

Net expenditure chargeable to General Fund and HRA balances	2022/23		Net expenditure in the CIES <sup>2</sup>		2023/24		
	£'000	Adjustments (See note 4) £'000			£'000	Net expenditure chargeable to General Fund and HRA balances £'000	Adjustments (See note 4) £'000
3,964	1,044		5,008	Community Services	2,388	719	3,107
2,870	201		3,071	Housing Services	2,383	(52)	2,331
6,371	6,377		12,748	Environmental Services	7,571	8,028	15,599
61	-		61	Local Community Budgets	61	-	61
(1,386)	2,931		1,545	Resources	(301)	2,005	1,704
657	1,469		2,126	Resources - Support	930	114	1,044
(8,170)	1,316		(6,854)	Housing Revenue Account	(7,844)	(354)	(8,198)
<b>4,367</b>	<b>13,338</b>		<b>17,705</b>	<b>Net Cost of Services</b>	<b>5,188</b>	<b>10,460</b>	<b>15,648</b>
-	(9,289)		(9,289)	Other Operational Expenditure	-	5,368	5,368
4,412	1,139		5,551	Financing & Investment Income and Expenditure	3,681	(1,726)	1,955
(6,016)	(15,381)		(21,397)	Taxation & Non-Specific Grant Income: Other	(12,801)	(13,802)	(26,603)
<b>2,763</b>	<b>(10,193)</b>		<b>(7,430)</b>	<b>(Surplus) or Deficit on Provision of Services</b>	<b>(3,932)</b>	<b>300</b>	<b>(3,632)</b>
<b>(35,052)</b>				<b>Opening General Fund and HRA balance</b>	<b>(16,473)</b>		
2,763				Less / plus surplus or (deficit) on General Fund and HRA balance in Year	(3,932)		
1,446				Other Adjustments non-CIES	1,365		
14,370				Transfer to / (from) Earmarked Reserves	3,112		
<b>(16,473)</b>				<b>Closing General Fund and HRA balance at 31 March<sup>3</sup></b>	<b>(15,928)</b>		

<sup>2</sup> CIES – Comprehensive Income and Expenditure Statement

<sup>3</sup> For a split of this balance between the General Fund and the HRA – see the Movement in Reserves

## Comprehensive Income &amp; Expenditure Statement for the year ended 31 March 2024

Gross Expenditure £'000	2022/23		Comprehensive Income and Expenditure Statement	Note	2023/24		
	Gross Income £'000	Net Expenditure £'000			Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
7,193	(2,185)	5,008	Community Services		5,476	(2,369)	3,107
25,841	(22,770)	3,071	Housing Services		25,902	(23,571)	2,331
21,758	(9,010)	12,748	Environmental Services		24,834	(9,235)	15,599
61	0	61	Local Community Budgets		61	0	61
15,652	(14,107)	1,545	Resources		10,911	(9,207)	1,704
4,825	(2,699)	2,126	Resources - Support		3,368	(2,324)	1,044
39,130	(45,984)	(6,854)	Housing Revenue Account		41,998	(50,196)	(8,198)
<b>114,460</b>	<b>(96,755)</b>	<b>17,705</b>	<b>Cost of Services</b>		<b>112,550</b>	<b>(96,902)</b>	<b>15,648</b>
		(9,289)	Other Operational Expenditure	6			5,368
		5,551	Financing & Investment Income and Expenditure	0			1,955
		(21,397)	Taxation & Non-Specific Grant Income and Expenditure	8			(26,603)
		<b>(7,430)</b>	<b>(Surplus) or Deficit on Provision of Services</b>				<b>(3,632)</b>
		910	(Surplus) or Deficit on revaluation of Property, Plant and Equipment assets	0			9,585
		(61,031)	Remeasurement of the net defined benefit liability / (asset)	29			17,876
		<b>(60,121)</b>	<b>Other Comprehensive Income and Expenditure</b>				<b>27,461</b>
		<b>(67,551)</b>	<b>Total Comprehensive Income and Expenditure</b>				<b>23,829</b>

## Movement in Reserves Statement

Movements in Reserves during 2023/24	General Fund Balance	HRA	Earmarked General Fund Reserves	Earmarked HRA Reserve	Major Repairs Reserve	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Council Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Balance at 1 April 2023</b>	<b>(5,954)</b>	<b>(10,519)</b>	<b>(5,556)</b>	<b>(20,831)</b>	<b>(11,498)</b>	<b>(14,448)</b>	<b>(6,271)</b>	<b>(75,078)</b>	<b>(618,107)</b>	<b>(693,185)</b>
<b>Movement in Reserves during 2023/24</b>										
Total comprehensive income and expenditure	2,680	(6,312)	-	-	-	-	-	(3,632)	27,461	23,829
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 12)	(5,231)	6,296	-	-	5,583	1,411	(8,734)	(675)	675	-
Transfer to/from Reserves	3,202	(90)	(3,202)	90	-	-	-	-	-	-
<b>(Increase)/Decrease in Year 2023/24</b>	<b>651</b>	<b>(106)</b>	<b>(3,202)</b>	<b>90</b>	<b>5,583</b>	<b>1,411</b>	<b>(8,734)</b>	<b>(4,307)</b>	<b>28,136</b>	<b>23,829</b>
<b>Balance at 31 March 2024 Carried Forward</b>	<b>(5,303)</b>	<b>(10,625)</b>	<b>(8,758)</b>	<b>(20,741)</b>	<b>(5,915)</b>	<b>(13,037)</b>	<b>(15,005)</b>	<b>(79,385)</b>	<b>(589,971)</b>	<b>(669,356)</b>

## Movement in Reserves Statement (continued)

Movements in Reserves during 2022/23	General Fund	HRA	Earmarked General Fund Reserves	Earmarked HRA Reserve	Major Repairs Reserve	Capital Receipts	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Council Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Balance at 1 April 2022</b>	<b>(6,908)</b>	<b>(28,144)</b>	<b>(8,430)</b>	<b>(3,587)</b>	<b>(22,874)</b>	<b>(19,128)</b>	<b>(5,480)</b>	<b>(94,551)</b>	<b>(531,083)</b>	<b>(625,634)</b>
<b>Movement in Reserves during 2022/23</b>										
Total Comprehensive Expenditure and Income	(2,075)	(9,505)	-	-	-	-	-	(7,430)	(60,121)	(60,121)
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 12)	1,753	9,886		-	11,376	4,680	(792)	26,903	(26,903)	-
Transfer to/from Reserves	(2,874)	17,244	2,874	(17,244)		-	-	-	-	-
<b>(Increase)/Decrease in Year 2022/23</b>	<b>954</b>	<b>17,625</b>	<b>2,874</b>	<b>(17,244)</b>	<b>(11,376)</b>	<b>(4,680)</b>	<b>(792)</b>	<b>19,473</b>	<b>(87,024)</b>	<b>(67,551)</b>
<b>Balance at 31 March 2023 Carried Forward</b>	<b>(5,954)</b>	<b>(10,519)</b>	<b>(5,556)</b>	<b>(20,831)</b>	<b>(11,498)</b>	<b>(14,448)</b>	<b>(6,271)</b>	<b>(75,078)</b>	<b>(618,107)</b>	<b>(693,185)</b>

## Balance Sheet

31/03/2023		31/03/2024	
£'000	Note	£'000	£'000
880,011	Property, Plant & Equipment	17	878,341
450	Heritage Assets	16	417
25,500	Investment property	18	27,379
777	Intangible Assets	19	1,045
2,310	Long Term Investment	22	10
12,218	Long Term Debtors	24	3,250
22,370	Long Term Debtor - Queensway	24	21,994
<b>943,636</b>	<b>Total Long Term Assets</b>		<b>932,436</b>
31,600	Short Term Investments	22	25,203
1,790	Assets Held for Sale	27	3,338
288	Inventories		143
9,782	Short Term Debtors	24	22,088
9,708	Cash and Cash Equivalents	25	1,106
<b>53,168</b>	<b>Current Assets</b>		<b>51,878</b>
(236)	Short Term Borrowing	22	(422)
(36,675)	Short Term Creditors	26	(24,776)
(5,352)	Provisions	28	(4,361)
<b>(42,263)</b>	<b>Current Liabilities</b>		<b>(29,559)</b>
(16,488)	Queensway Finance Lease	22	(16,206)
(8,087)	Long term creditors	26	(8,217)
(227,487)	Long term borrowing	22	(234,987)
(5,882)	Long term borrowing (Queensway)	22	(5,788)
(3,007)	Pension Liability	29	(19,835)
(405)	Grants Receipts in Adv - Capital	26	(366)
<b>(261,356)</b>	<b>Long Term Liabilities</b>		<b>(285,399)</b>
<b>693,185</b>	<b>Net Assets</b>		<b>669,356</b>
(5,954)	General Fund		(5,303)
(10,519)	HRA Fund		(10,625)
(5,556)	Earmarked General Fund Reserves	13	(8,758)
(20,831)	Earmarked HRA Reserve	13	(20,741)
(32,218)	Other Usable Reserves		(33,958)
<b>(75,078)</b>	<b>Total Usable Reserves</b>		<b>(79,385)</b>
(618,107)	Unusable Reserves	15	(589,971)
<b>(693,185)</b>	<b>Total Reserves</b>		<b>(669,356)</b>

These financial statements are authorised by Clare Fletcher – Strategic Director (Chief Financial Officer) 20 September 2024



Clare Fletcher



## Cash Flow Statement for the year ended 31 March 2024

2022/23	Cash Flow Statement	Notes	2023/24
£'000			£'000
(7,430)	Net (Surplus) or Deficit on the Provision of Services		(3,633)
(24,066)	Adjustments to Net (Surplus) or Deficit on the provision of Services for Non-Cash Movements		(16,043)
19,070	Adjustments for items in the Net (Surplus) or Deficit on the Provision of Services that are Investing or Financing Activities		22,371
<b>(12,426)</b>	<b>Net cash flows from Operating Activities</b>	<b>30</b>	<b>2,695</b>
14,256	Investing Activities	31	13,217
(5,181)	Financing Activities	31	(7,310)
<b>(3,351)</b>	<b>Net (Increase) or Decrease in Cash and Cash Equivalents</b>		<b>8,602</b>
6,357	Cash and cash equivalents at the beginning of the period		9,708
<b>9,708</b>	<b>Cash and Cash Equivalents at the End of Period</b>	<b>25</b>	<b>1,106</b>

Please be aware that there may be minor rounding differences in some of these notes.

### **1. Statement of accounting policies**

Accounting policies are the specific principles, bases, conventions, rules and practices applied by the Council in preparing and presenting these financial statements. These can be reviewed in detail in Note 34 Accounting Policies.

### **2. Material items of Income and Expenditure**

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

#### **Material items of capital income and expenditure:**

The Council spent £46.5Million on its capital programme in 2023/24; this included £22Million on its existing housing stock, £16.5Million on providing new homes, £3Million on the Regeneration and £5Million on other General Fund and HRA capital projects.

### **3. Events after the Reporting Period**

The statement of accounts was authorised for issue by the strategic director of finance on 20 September 2024. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2024, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

4. Note to the Expenditure and Funding Analysis

2022/23				2023/24			
Adjustments for Capital Purposes (a)	Net Change for Pensions Adjustments (b)	Other Differences (c)	Total Adjustments	Adjustments for Capital Purposes (a)	Net Change for Pensions Adjustments (b)	Other Differences (c)	Total Adjustments
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
645	426	(27)	1,044	805	(86)	-	719
5	196		201	5	(57)	-	(52)
5,076	1,336	(35)	6,377	8,368	(340)	-	8,028
-	-	-	-	-	-	-	-
2,873	57	2	2,932	2,026	(21)	-	2,005
500	1,101	(133)	1,468	419	(305)	-	114
-	1,340	(24)	1,316		(354)	-	(354)
<b>9,099</b>	<b>4,456</b>	<b>(217)</b>	<b>13,338</b>	<b>11,623</b>	<b>(1,163)</b>	<b>-</b>	<b>10,460</b>
(19,583)	1,636	(5,584)	(23,531)	(12,396)	115	2,121	(10,160)
<b>(10,484)</b>	<b>6,092</b>	<b>(5,801)</b>	<b>(10,193)</b>	<b>(773)</b>	<b>(1,048)</b>	<b>2,121</b>	<b>300</b>

- a) **An adjustment for Capital purposes**, this column adds in depreciation and impairment and revaluation gains and losses in the service line, and for:
- For other operating expenditure, it adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
  - For financing and investment income and expenditure, it adjusts for the statutory charges for capital financing and investment i.e., Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
  - For 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 receivables in the year to those received 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.
- b) **Net change for the Pensions adjustments**, this column adjusts for the net change for the renewal of pension contributions and the addition of IAS19 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, this adjusts for the net interest on the defined benefit liability is charged to the CIES.
- c) **Other (statutory) adjustments** between amounts debited / credited to the CIES and Expenditure Statement and amounts payable / receivable to be recognised under statute.
- For services, this represents removal of the annual leave accrual adjustment.
  - For financing and investment income and expenditure the other differences column recognises adjustments to General Fund for the timing differences for premiums and discounts and financial instruments.
  - 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 Non-Domestic Rates 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.

## 5. Expenditure and Income Analysis by Nature

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

2022/23 £'000		2023/24 £'000
	<b>Income</b>	
(38,365)	Fees, charges and other service income	(33,145)
(40,959)	Housing Rents	(43,994)
(2,557)	Interest and Investment Income	(3,068)
(25,932)	Income from Council Tax & Non-Domestic Rates (before tariff)	(27,154)
-	NNDR Share of deficit/(surplus)	627
(9,289)	(Gain)/Loss on the Disposal of Assets	5,367
-	(Gain)/ Loss on the Revaluation of assets	(949)
(32,663)	Government Grants and Contributions	(42,920)
<b>(149,765)</b>	<b>Total Income</b>	<b>(145,236)</b>
	<b>Expenditure</b>	
39,671	Employee Benefits Expenses	36,633
31,196	Other Services and Support Recharges Expenses	40,357
25,066	Depreciation, Amortisation, and Revaluations	16,870
8,171	Interest Payments	7,666
16,991	NNDR Tariff and Levy	18,509
21,240	Rent Rebates and Allowances	21,569
<b>142,335</b>	<b>Total Expenditure</b>	<b>141,605</b>
<b>(7,430)</b>	<b>Surplus/Deficit on the Provision of Services</b>	<b>(3,632)</b>

## 6. Other Operating Expenditure

2022/23 £'000	Other Operating Expenditure	2023/24 £'000
(9,289)	(Gains)/losses on the disposal of non-current assets	5,368
<b>(9,289)</b>	<b>Total</b>	<b>5,368</b>

## 7. Financing and Investment Income and Expenditure

2022/23 £'000		2023/24 £'000
8,171	Interest payable & similar charges	7,666
1,623	Net interest on the net defined benefit liability (asset)	115

2022/23 £'000		2023/24 £'000
(2,557)	Interest receivable & similar income	(3,068)
(1,830)	Income and expenditure in relation to investment properties and changes in their fair value	(2,956)
144	Other investment income and expenditure (indoor Market)	198
<b>5,551</b>	<b>Total</b>	<b>1,955</b>

## 8. Taxation and Non Specific and Specific Grant Income

2022/23 £'000		2023/24 £'000	2023/24 £'000
	<b>Grants, Contributions credited to Taxation and Non Specific Grant Income</b>		
6,367	Council Tax income	6,587	
2,574	Non-domestic rates income and expenditure	1,431	
101	Council Tax Reform	-	
449	Other Government Grants	2,654	
<b>11,598</b>	<b>Non-Ringfenced Government grants</b>		<b>10,672</b>
9,799	Capital grants and contributions		15,931
<b>21,397</b>	<b>Total Grants, Contributions credited to Taxation and Non Specific Grant Income</b>		<b>26,603</b>
	<b>Credited to Services</b>		
20,204	Housing Benefit Subsidy and administration grants		20,835
1,610	Other Housing and homelessness grants and contributions		1,901
750	Local Digital Future Councils		-
-	UK Shared Prosperity		247
627	Other		638
<b>23,191</b>	<b>Total Grants, Contributions credited to Services</b>		<b>23,621</b>

## 9. Members Allowances

Total expenditure on Members' allowances (including expenses), as made under the Local Authorities (Members' Allowances) Regulations 2003, was £506,888 in 2023/24 (£490,822 in 2022/23).

Payments made outside the scheme for Mayoral Allowances totalled £18,333 in 2023/24 (£17,882 in 2022/23).

**10. Officers Remuneration**

The remuneration paid to the Council's senior employees is as follows:-

	Salary, Fees and Allowances	Expenses Allowance	Pension Contributions.	Total Remuneration Inc. Pension Contributions
	£	£	£	£
<b>Remuneration 2023/24</b>				
Chief Executive	133,430	374	34,321	168,125
Strategic Director and Deputy Chief Executive	112,116	202	27,917	140,236
Strategic Director (s151 Officer)	109,480	92	27,260	136,832
Strategic Director	101,924	22	25,379	127,325
<b>Total remuneration in 2023/24</b>	<b>456,950</b>	<b>690</b>	<b>114,877</b>	<b>572,518</b>
<b>Remuneration 2022/23</b>				
Chief Executive	128,918	566	<b>37,669</b>	<b>167,153</b>
Strategic Director and Deputy Chief Executive	108,212	153	<b>30,300</b>	<b>138,665</b>
Strategic Director (s151 Officer)	105,777	-	<b>29,618</b>	<b>135,395</b>
Strategic Director	98,477	-	<b>27,574</b>	<b>126,051</b>
<b>Total remuneration in 2022/23</b>	<b>441,384</b>	<b>719</b>	<b>125,161</b>	<b>567,264</b>

The number of other Council employees receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) is detailed below:

Officer remuneration includes redundancy and severance payments made to officers on termination of employment during the year.

Remuneration Band *	Number of employees 2022/23	Number of employees 2023/24
£50,000 - £54,999	23	27
£55,000 - £59,999	12	21
£60,000 - £64,999	5	13
£65,000 - £69,999	3	4
£70,000 - £74,999	2	3
£75,000 - £79,999	1	2
£80,000 - £84,999	2	-
£85,000 - £89,999	-	7
£90,000 - £94,999	1	-
<b>Total</b>	<b>49</b>	<b>77</b>

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

<b>2023/24</b>				
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
£0 - £39,999	4	-	4	£57,548
£40,000 - £49,999	1	-	1	£47,669
£50,000 - £149,999	2	-	2	£243,861
<b>Total</b>	<b>7</b>	<b>-</b>	<b>7</b>	<b>£349,078</b>

<b>2022/23</b>				
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
£0 - £39,999	4	-	4	£109,153
£40,000 - £49,999	1	-	1	£40,628
£50,000 - £149,999	1	-	1	£63,012
<b>Total</b>	<b>6</b>	<b>-</b>	<b>6</b>	<b>£212,793</b>



## 11. External Audit Costs

The Council has incurred fees in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections. The estimated fees payable for audit work in respect of the 2023/24 financial year are shown in the table below. The appointed auditor for 2023/24 is Azets Audit Services Ltd ( 2022/23 - Ernst & Young LLP).

2022/23 £'000	Fees Payable	2023/24 £'000
134	Fees payable to the External Auditor (EY) with regard to external audit services carried out by the appointed auditor for the year.	-
-	Fees payable to the External Auditor (Azets) with regard to external audit services carried out by the appointed auditor for the year.	185
37	Fees payable to External Auditor for other services provided for the year.	43
<b>171</b>		<b>228</b>

## 12. Adjustments between Accounting Basis and Funding Basis under Regulations

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

The **General Fund Balance** is the statutory fund into which all the receipts of the Council are required to be paid and, out of which, 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). Stevenage Borough Council is a housing authority and as such General Fund Balances are not available to fund HRA services or vice versa.

The **Housing Revenue Account Balance** reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part VI of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function. The Localism Act 2011 (Part VII) introduced the self-financing regime with Councils now able to keep the rent they collect and use it locally to maintain their

social homes. As part of the new regime depreciation is now a real cost to the HRA and is transferred to the Major Repairs Reserve to finance future capital investment.

The Council is required to maintain the **Major Repairs Reserve** (MRR), which controls an element of the capital resources required to be used on HRA assets or capital financing purposes. Under the arrangements in the Self Financing HRA, to establish resources available on an annual basis in the Major Repairs Reserve, the regulations require the reserve to be credited with an amount equal to the total depreciation charges for all HRA assets. The balance shows the capital resources that are available and planned to be used for future years capital programme.

The **Capital Receipts Reserve** holds the proceeds from the disposal of land or other assets, which are restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure. The balance on the reserve shows the resources that have yet to be applied for these purposes at the year-end. Part of the reserve can only be used towards the provision of additional council homes schemes and this was restricted to a maximum of 40% of scheme costs and the length of time to spend five years. On 31 March 2023, the Department for Levelling Up, Housing and Communities (DLUHC) flexed the rules allowing councils to retain 100% of these receipts for 2022-23 and 2023/24.

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 capital expenditure. The balance is restricted by grant terms as to the capital expenditure to which it can be applied and/or the financial year in which this can take place.

## 2023/24 Adjustments between Accounting Basis and Funding Basis Under regulations

	Usable Reserves						Unusable Reserves £000
	General Fund Balance (see note 4) £000	Housing Revenue Account (see note 4) £000	Capital Receipts reserve £000	Major Repairs Reserve £000	Capital Grants Unapplied £000		
<b>Adjustments to the revenue resources:</b>							
<i>Adjustments by which income and expenditure included in the Comprehensive Income &amp; Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements</i>							
Pensions costs (transferred to / from the pensions reserve)	1,402	(354)					(1,048)
Council tax and NDR (transfers to or from collection fund adjustment account)	(2,123)						2,123
Holiday pay (transferred to the accumulated absences reserve)	-	-					-
Reversal of entries included in the surplus or deficit on the provision of services in relation to capital expenditure (these items are charged to the capital adjustment account):	(18,182)	(16,808)					34,990
<b>Total adjustment to revenue resources</b>	<b>(18,903)</b>	<b>(17,162)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,065</b>
<b>Adjustments between revenue and capital resources</b>							
Transfer of non-current asset sale proceeds from revenue to capital grants and receipts unapplied	206	6,668	(6,874)				-
Transfer of capital grants and contributions to capital grants unapplied	12,936	2,561			(15,497)		-
Payments to the government housing receipts pool (funded by a transfer from the capital receipts reserve)	-		-				-
Posting of HRA resources from revenue to the major repairs reserve	-	12,840		(12,840)			-
Statutory provision for the repayment of debt (transfer from the capital adjustment account)	375	-					(375)
Capital expenditure financed from revenue balances (transfer to the capital adjustment account)	155	834					(989)
<b>Total adjustments between revenue and capital resources</b>	<b>13,672</b>	<b>22,903</b>	<b>(6,874)</b>	<b>(12,840)</b>	<b>(15,497)</b>	<b>(1,364)</b>	
<b>Adjustments to capital resources</b>							
Use of the capital receipts reserve to finance capital expenditure			8,285				(8,285)
Use of the major repairs reserve to finance capital expenditure				18,423			(18,423)
Application of capital grants to finance capital expenditure					6,763		(6,763)
Cash payments in relation to deferred capital receipts		555					(555)
<b>Total adjustments between revenue and capital resources</b>	<b>-</b>	<b>555</b>	<b>8,285</b>	<b>18,423</b>	<b>6,762</b>	<b>(34,026)</b>	
<b>TOTAL ADJUSTMENTS</b>	<b>(5,231)</b>	<b>6,296</b>	<b>1,411</b>	<b>5,583</b>	<b>(8,734)</b>	<b>675</b>	

## 2022/23 Adjustments between Accounting Basis and Funding Basis Under regulations

	Usable Reserves					
	General Fund Balance (see note 4)	Housing Revenue Account (see note 4)	Capital Receipts reserve	Major Repairs Reserve	Capital Grants Unapplied	Unusable Reserves
	£000	£000	£000	£000	£000	£000
<b>Adjustments to the revenue resources:</b>						
<i>Adjustments by which income and expenditure included in the Comprehensive Income &amp; Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements</i>						
Pensions costs (transferred to / from the pensions reserve)	(4,265)	(1,826)	-	-	-	6,091
Council tax and NDR (transfers to or from collection fund adjustment account)	5,619	-	-	-	-	(5,619)
Holiday pay (transferred to the accumulated absences reserve)	194	24	-	-	-	(218)
Reversal of entries included in the surplus or deficit on the provision of services in relation to capital expenditure (these items are charged to the capital adjustment account):	(12,124)	(13,156)	-	-	-	25,280
<b>Total adjustment to revenue resources</b>	<b>(10,576)</b>	<b>(14,958)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,534</b>
<b>Adjustments between revenue and capital resources</b>						
Transfer of non-current asset sale proceeds from revenue to capital grants and receipts unapplied	3,377	9,695	(13,072)	-	-	-
Transfer of capital grants and contributions to capital grants unapplied	8,454	1,045	-	-	(9,269)	(230)
Payments to the government housing receipts pool (funded by a transfer from the capital receipts reserve)	-	-	-	-	-	-
Posting of HRA resources from revenue to the major repairs reserve	-	13,156	-	(13,156)	-	-
Statutory provision for the repayment of debt (transfer from the capital adjustment account)	215	-	-	-	-	(215)
Capital expenditure financed from revenue balances (transfer to the capital adjustment account)	283	948	-	-	-	(1,231)
<b>Total adjustments between revenue and capital resources</b>	<b>12,329</b>	<b>24,844</b>	<b>(13,072)</b>	<b>(13,156)</b>	<b>(9,269)</b>	<b>(1,676)</b>
<b>Adjustments to capital resources</b>						
Use of the capital receipts reserve to finance capital expenditure	-	-	17,752	-	-	(17,752)
Use of the major repairs reserve to finance capital expenditure	-	-	-	24,532	-	(24,532)
Application of capital grants to finance capital expenditure	-	-	-	-	8,477	(8,477)
Cash payments in relation to deferred capital receipts	-	-	-	-	-	-
<b>Total adjustments between revenue and capital resources</b>	<b>-</b>	<b>-</b>	<b>17,752</b>	<b>24,532</b>	<b>8,477</b>	<b>(50,761)</b>
<b>TOTAL ADJUSTMENTS</b>	<b>1,753</b>	<b>9,886</b>	<b>4,680</b>	<b>11,376</b>	<b>(792)</b>	<b>(26,903)</b>

### 13. Movements in Earmarked Reserves

This note sets out the amounts set aside from the General Fund and HRA balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund and HRA expenditure in 2023/24.

Earmarked Reserves:	Balance as at 1 April 2022	Transfer Out 2022/23	Transfer In 2022/23	Balance as at 31 March 2023	Transfer Out 2023/24	Transfer In 2023/24	Balance as at 31 March 2024
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>General Fund:</b>							
Regeneration SG1	381	(200)	84	265	(193)	154	226
Housing & Planning Delivery Grant	62	0	103	165		122	287
New Homes Bonus	479	(235)	8	252			252
Regeneration Assets	649	(108)	517	1,058	(169)	617	1,506
Town Centre	42	(30)	-	12	(12)		-
Capital Reserve	44	(24)	-	20	(20)		-
Insurance Mitigation	65	(13)	25	77	(6)		71
Income equalisation Reserve	258	-	200	458		300	758
NNDR Collection Fund	4,638	(3,984)	-	654	(28)	2,083	2,709
Homelessness Prevention	546	(116)	-	430	(38)		392
Transformation	506	-	208	714	(25)		689
IT	316	(122)	133	327	(137)		190
Leisure Risk	363	(213)	-	150	(10)	200	340
Commercial Property	41	-	-	41			41
Queensway Parking	40	-	40	80		42	122
Asylum seekers	-	-	50	50		450	500
Domestic Abuse Reserve	-	-	-	-		196	196
Digital Reserves	-	-	750	750	(291)		459
Stevenage Works	-	-	53	53	(33)		20
<b>Total</b>	<b>8,430</b>	<b>(5,045)</b>	<b>2,171</b>	<b>5,556</b>	<b>(962)</b>	<b>4,164</b>	<b>8,758</b>
<b>HRA Fund:</b>							
Interest equalisation	3,423	-	-	3,423	-	-	3,423
Transformation	164	-	44	208	(90)	-	118
Debt Repayment Reserve	-	-	17,200	17,200	-	-	17,200
<b>Total</b>	<b>3,587</b>	<b>0</b>	<b>17,244</b>	<b>20,831</b>	<b>(90)</b>	<b>-</b>	<b>20,741</b>

The Council maintains a number of earmarked (usable) reserves, for capital projects and revenue projects.

- **Regeneration SG1** - This reserve has been established to help fund the regeneration plans for Stevenage.
- **Housing and Planning Delivery Grant** - The Council received monies from the Government designed to incentivise housing growth and the underlying planning requirement to allocate land and put development plans in place. Due to the nature of the work the expenditure is often not aligned to the pattern of grant received.

- **New Homes Bonus** - The New Homes Bonus scheme commenced in April 2011. The scheme gives Councils a financial reward for new homes and properties brought back into use. The level of new homes bonus reserve balances are used to fund some legacy co-operative neighbourhood schemes such as playground improvements.
- **Regeneration Assets** - This reserve contains the ring fenced surplus/deficit from the management and maintenance of the regeneration assets held in the town centre and will be used to cover any future fluctuations in costs or rental stream, any balances remaining will be used to help repay any debt outstanding and/or contribute towards the regeneration costs for the Town Centre.
- **Town Centre** - This reserve contains the ring fenced surplus/deficit from the Town Centre management service and will be used fund activities and management in the Town Centre.
- **Capital Reserve** - This reserve was set up in 2013/14 as part of the Council's Integrated Financial Planning Process and funds capital projects. It was set up to reduce the Council's use of prudential borrowing to fund capital projects and the associated borrowing costs.
- **Insurance Mitigation** - This reserve was set up in 2016/17 to fund proactive works to reduce insurance claims against the Council.
- **Income Equalisation** – The Council's General Fund is funded from significant income streams and the reserve has been set up to absorb in-year income fluctuations if required.
- **NNDR Collection Fund** - This reserve was set up in 2013/14 to meet any adverse impact on the General Fund arising from any losses in NNDR income above the government's safety net rules. It includes in year business rate gains until realised at the yearend, (rather than assumed within the General Fund balances).
- **Homelessness Prevention** - This reserve was set up in 2019/20 to fund preventative homelessness schemes in future years.
- **Transformation and IT** - to fund future service improvements for ensuring the medium/long term financial sustainability of the council.
- **Leisure** – this reserve is for utility and other cost pressures relating to the leisure service.
- **Commercial Property** - this reserve, is to enable minor works to be carried out on the Council's neighbourhood shops and other commercial assets.
- **Queensway Parking** - This reserve contains the ring fenced parking income from QLLP and will be held for any future monies required for the assets held within the LLP.
- **Revenue Grants – Asylum seekers, Domestic Abuse and Digital Reserves** - reserve set aside from grants received to cover costs of these schemes in future years.
- **Stevenage Works** - contractor contributions received set aside to fund relevant works in the future.
- **HRA Debt Repayment reserve** – to cover costs of PWLB (HRA) debt repayments falling due in the next 5 years.

#### 14. Useable Reserves

The movement on useable reserves can be found in the Movement in Reserves Statement.

## 15. Unusable Reserves

Unusable Reserves:	Opening Balance 1 April 2023 £'000	Other Comprehensive Income and Expenditure 2023/24 £'000	Adjustments between Accounting and Funding Basis 2023/24		Other Movements £'000	Closing Balance 31 March 2024 £'000
			Adjustments to Revenue Resources £'000	Capital and Revenue Financing £'000		
Revaluation Reserve	(129,836)	9,585	-	-	1,405	(118,846)
Capital Adjustment Account	(472,477)	-	34,990	(35,463)	(1,405)	(474,355)
Deferred Capital Receipts Reserve	(17,257)	-	-	73	-	(17,184)
Pensions Reserve	3,007	17,876	(1,048)	-	-	19,835
Collection Fund Adjustment Account	(2,041)	-	2,123	-	-	82
Accumulated Absences Account	497	-	-	-	-	497
<b>Total Unusable Reserves</b>	<b>(618,107)</b>	<b>27,461</b>	<b>36,065</b>	<b>(35,390)</b>	<b>0</b>	<b>(589,971)</b>

Unusable Reserves:	Opening Balance 1 April 2022 £'000	Other Comprehensive Income and Expenditure 2022/23 £'000	Adjustments between Accounting and Funding Basis 2022/23		Other Movements £'000	Closing Balance 31 March 2023 £'000
			Adjustments to Revenue Resources £'000	Capital and Revenue Financing £'000		
Revaluation Reserve	(130,720)	910	-	-	(26)	(129,836)
Capital Adjustment Account	(450,672)	-	31,861	(53,692)	24	(472,477)
Deferred Capital Receipts Reserve	(11,930)	-	-	(5,327)	-	(17,257)
Pensions Reserve	57,946	(61,031)	6,091	-	-	3,007
Collection Fund Adjustment Account	3,578	-	(5,619)	-	-	(2,041)
Accumulated Absences Account	715	-	(218)	-	-	497
<b>Total Unusable Reserves</b>	<b>(531,083)</b>	<b>(60,121)</b>	<b>32,115</b>	<b>(59,018)</b>	<b>(2)</b>	<b>(618,107)</b>

Unusable Reserves are held for the following reasons:

- **The Revaluation Reserve** contains the gains made 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:
  - Revalued downwards or impaired and the gains are lost
  - Used in the provision of services and the gains are consumed through depreciation, or
  - Disposed of and the gains are realised.

The Reserve only contains 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.

- **The Capital Adjustment Account** absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or additions to those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement. The Account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction and enhancement. The Account contains accumulated gains and losses on Investment Property and gains recognised as donated assets that have yet to be consumed by the Council. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date the Revaluation Reserve was created to hold such gains.
- **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.
- **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 authority accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Council makes employer's contributions to the pension fund or eventually pay any pensions for which it is directly responsible. The debit balance on the Pension Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.



- **The Collection Fund Adjustment Account** manages the differences arising from the recognition of council tax and non-domestic rates income in the Comprehensive Income and Expenditure Statement as it falls due from council tax and business payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund.
- **The Accumulated Absences Account** absorbs the difference that would otherwise arise on the General Fund and HRA Balance from accruing for compensated absences earned but not taken in the year. Statutory arrangements require the impact is neutralised by transfers to or from the Account.

## 16. Heritage Assets

	Town Centre £'000	War Memorial £'000	Exhibits £'000	Civic Regalia £'000	Total Assets £'000
<b>Cost or Valuation</b>					
At 1 April 2023 at Cost	833	53			886
At 1 April 2023 at Insurance Valuation	-	-	200	53	253
At 31 March 2024	833	53	200	53	1,139
<b>Accumulated Depreciation &amp; Impairment</b>					
At 1 April 2023	(639)	(50)	-	-	(689)
Depreciation charge	(31)	(2)	-	-	(33)
At 31 March 2024	(670)	(52)	-	-	(722)
<b>Net Book Value</b>					
At 31 March 2024	163	1	200	53	417
At 31 March 2023	194	3	200	53	450
<b>Movement 2022/23</b>					
<b>Cost or Valuation</b>					
At 1 April 2022 at Cost	833	53			886
At 1 April 2022 at Insurance Valuation	-	-	200	53	253
At 31 March 2023	833	53	200	53	1,139
<b>Accumulated Depreciation &amp; Impairment</b>					
At 1 April 2022	(606)	(50)	-	-	(656)
Depreciation charge	(33)	-	-	-	(33)
At 31 March 2023	(639)	(50)	-	-	(689)
<b>Net Book Value</b>					
At 31 March 2023	194	3	200	53	450
At 31 March 2022	227	3	200	53	483

The Council's collections of heritage assets, valued above are categorised as follows:

**Town Square including Clock Tower:** The town square includes the water feature and clock tower, the clock tower is a Grade II listed building.

**War memorial:** The Council has a war memorial classified as a heritage asset and is valued at historic cost on the balance sheet.

**Museum Collection:** The museum collections include paintings, local history archives, Roman coin hoard from Chells, clocks, a bible from 1754 and a Chalice from 1572 from St Mary's in Aston. These items are reported as at their insurance valuation. The Council maintains an inventory of this collection however there is no readily available valuation of individual items. The Council believes that the benefits of obtaining a valuation for these items to the user of the accounts would not justify the cost given the specialised nature of this archive. Items that form the museum collection are deemed to have indeterminate lives, therefore the Council does not consider it appropriate to depreciate these assets.

**Civic Regalia:** The Council holds civic regalia for use by the mayor and mayoress for official ceremonial purposes. These are reported at insurance valuation. Due to the nature of these assets the Council does not deem it appropriate to depreciate these assets.

**Archaeological Sites including Six Hills Burial Site:** The Council does not consider that reliable cost or valuation information can be obtained for its archaeological site at Six Hills Burial site. This is because of the diverse nature of the asset held and lack of comparable market values, consequently the Council does not recognise these assets on the balance sheet.

**Public Art and Cultural Artefacts:** The Council has a number of public art works around the borough. There is no readily available valuation held by the Council for statues, sculptures, public work of art or cultural artefacts as no definitive market value for these types of assets exist as they are not normally traded. The Council believes that the benefits of obtaining a valuation for these items to the user of the accounts would not justify the cost given the specialised nature of these assets, as such the Council has not recognised these assets on the balance sheet.

## 17. Property, Plant and Equipment

### Movement on Balances

31-Mar-23 £'000	Property, Plant and Equipment	31-Mar-24 £'000
1,624	Infrastructure Assets	1,664
878387	Other Property, Plant and Equipment	876,677
<b>880,011</b>	<b>Total</b>	<b>878,341</b>

**Infrastructure Assets**

In accordance with the temporary relief offered by the Update to the Code on infrastructure assets this note does not include disclosure of gross cost and accumulated depreciation for infrastructure assets because historical reporting practices and resultant information deficits mean that this may not faithfully represent the asset position to the users of the financial statements. The council has chosen not to disclose this information as the previously reported practices and resultant information deficits mean that gross cost and accumulated depreciation may not be measured accurately and may not provide the basis for the users of the financial statements to take economic or other decisions relating to infrastructure assets.

**Movement of Infrastructure Assets in 2023/24**

<b>31-Mar-23</b> <b>£'000</b>	<b>Movements in 2023/24</b>	<b>31-Mar-24</b> <b>£'000</b>
<b>1,725</b>	<b>Net Book Value at 1 April</b>	<b>1,624</b>
91	Additions	189
-	Other movements in cost or valuation	-
(192)	Depreciation charge	(149)
<b>1,624</b>	<b>Net Book Value at 31 March</b>	<b>1,664</b>

Other Property, Plant and Equipment

Movement in 2023/24	Council Dwellings	Other Land & Buildings	Vehicles, Plant, & Equipment	Community Assets	Surplus Assets	Assets Under Construction	Total Other Property, Plant & Equipment
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Cost or Valuation</b>							
<b>At 1 April 2023</b>	<b>738,139</b>	<b>127,542</b>	<b>11,206</b>	<b>6,095</b>	<b>383</b>	<b>51,407</b>	<b>878,387</b>
Additions	24,799	4,712	3,056	326		10,841	43,734
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(15,130)	(4,095)			-		(19,225)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services		(6,122)					(6,122)
Derecognition - Disposals	(9,029)	(2,693)	(125)				(11,847)
Derecognition - Other							-
Assets reclassified (to)/from held for sale	10,395	11,181				(23,407)	(1,831)
Other movements in Cost or Valuation		50	(16)			(29)	5
<b>At 31 March 2024</b>	<b>749,174</b>	<b>130,573</b>	<b>14,121</b>	<b>6,421</b>	<b>383</b>	<b>38,812</b>	<b>939,484</b>
<b>Accumulated Depreciation &amp; Impairment</b>							
<b>At 1 April 2023</b>	<b>(48,356)</b>	<b>-</b>	<b>(6,321)</b>	<b>(1,708)</b>	<b>-</b>	<b>-</b>	<b>(56,385)</b>
Depreciation charge	(12,512)	(2,602)	(1,233)	(152)			(16,499)
Depreciation written out to Revaluation Reserve		-					-
Depreciation written out to the Surplus/Deficit on the Provision of Services	7,482	2,158					9,640
Derecognition - Disposals	436		116				552
Derecognition - Other		(110)	(5)				(115)
Other movements in depreciation and impairment							-
<b>At 31 March 2024</b>	<b>(52,950)</b>	<b>(544)</b>	<b>(7,443)</b>	<b>(1,860)</b>	<b>-</b>	<b>-</b>	<b>(62,807)</b>
<b>Net Book Value</b>							
<b>At 31 March 2024</b>	<b>696,224</b>	<b>130,019</b>	<b>6,678</b>	<b>4,561</b>	<b>383</b>	<b>38,812</b>	<b>876,677</b>
<b>At 1 April 2023</b>	<b>689,783</b>	<b>127,542</b>	<b>4,885</b>	<b>4,387</b>	<b>383</b>	<b>53,394</b>	<b>880,374</b>

Movement in 2022/23	Council Dwellings	Other Land & Buildings	Vehicles, Plant, & Equipment	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant & Equipment
Cost or Valuation	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>At 1 April 2022</b>	<b>724,331</b>	<b>113,984</b>	<b>10,330</b>	<b>5,710</b>	<b>383</b>	<b>38,466</b>	<b>893,204</b>
Additions	30,014	4,056	928	385	-	25,596	<b>60,979</b>
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(15,291)	4,813	-	-	-	-	<b>(10,478)</b>
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	-	(5,554)	-	-	-	-	<b>(5,554)</b>
Derecognition - Disposals	(2,902)	(3)	(52)	-	-	-	<b>(2,957)</b>
Assets reclassified (to)/from held for sale	1,987	10,171	-	-	-	(12,655)	<b>(497)</b>
Other movements in Cost or Valuation	-	75	-	-	-	-	<b>75</b>
<b>At 31 March 2023</b>	<b>738,139</b>	<b>127,542</b>	<b>11,206</b>	<b>6,095</b>	<b>383</b>	<b>51,407</b>	<b>934,772</b>
<b>Accumulated Depreciation &amp; Impairment</b>							
<b>At 1 April 2022</b>	<b>(43,872)</b>	<b>(391)</b>	<b>(4,880)</b>	<b>(1,556)</b>	-	<b>(2)</b>	<b>(50,701)</b>
<b>Depreciation charge</b>	<b>(12,738)</b>	<b>(2,204)</b>	<b>(1,441)</b>	<b>(152)</b>	-	-	<b>(16,535)</b>
Depreciation written out to Revaluation Reserve	-	775	-	-	-	-	<b>775</b>
Depreciation written out to the Surplus/Deficit on the Provision of Services	7,691	1,831	-	-	-	-	<b>9,522</b>
Derecognition - Disposals	563	-	-	-	-	-	<b>563</b>
Derecognition - Other	-	(11)	-	-	-	2	<b>(9)</b>
<b>At 31 March 2023</b>	<b>(48,356)</b>	<b>0</b>	<b>(6,321)</b>	<b>(1,708)</b>	-	-	<b>(56,385)</b>
<b>Net Book Value</b>							
<b>At 31 March 2023</b>	<b>689,783</b>	<b>127,542</b>	<b>4,885</b>	<b>4,387</b>	<b>383</b>	<b>51,407</b>	<b>878,387</b>
<b>At 1 April 2022</b>	<b>680,459</b>	<b>113,593</b>	<b>5,450</b>	<b>4,154</b>	<b>383</b>	<b>38,464</b>	<b>842,504</b>

Within the **Council dwellings** there are several properties which are likely to be sold within the next 12 months under the Right to Buy Scheme. As at the balance sheet date these properties were not actively marketed and nor is there any certainty as to which properties will be sold. However, based on the number of successful applications made in last few years it is estimated that 35 properties could be sold in 2024/25.

### Revaluations

The revaluation process is co-ordinated by the Council's Estates Manager M Sullivan FRICS.

General Fund properties' valuation certificates are dated 31 March 2024 and revaluations are carried out by private firm of Chartered Surveyors – Wilks Head and Eve. The Council's housing stock is valued as at 31 March 2024 by external valuer Savills.

The valuations provided for non-housing stock assume that there are no encumbrances to the Council's Current Value in the use of those assets.

The inputs to inform the Council's Surplus Asset valuation have been determined at level 2 as per the fair value hierarchy.

The council ensures that all property, plant and equipment required to be measured at current value is revalued sufficiently regularly so that their carrying amount is not materially different from their current value at the year-end, and as a minimum every five years.

### Impairment Losses

During 2023/24 (as in 2023/24) the Council did not incur any losses because of impairment.

### Capital Contractual Commitments

At 31 March 2024 the Council has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in future years. The major commitments amounting to £1Million or more are as follows and equivalent figures have been provided for 31 March 2023.

<b>31 March 2023 £'000</b>	<b>Capital Commitments</b>	<b>31 March 2024 £'000</b>
24,706	Decent Homes and major repairs	15,425
20,365	Housing Regeneration (GF)	14,032
2,000	Town Centre Regeneration	-
<b>47,071</b>	<b>Total</b>	<b>29,457</b>

## 18. Investment Property

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

2022/23		2023/24
£,000		£,000
<b>24,928</b>	<b>Balance at Start of the Year</b>	<b>25,500</b>
496	Net Gains / (Losses) on Revaluation	1,840
-	Write Out of Impairments on Revaluations	-
<b>496</b>	<b>Net Gains / (Losses) from Movements in the Market Value of Investment Properties</b>	<b>1,840</b>
76	Additions	39
-	Reclassifications	-
<b>25,500</b>	<b>Balance at end of year</b>	<b>27,379</b>

The Council's investment property portfolio has been assessed as Level 2 for valuation purposes.

### Valuation Techniques Used to Determine Level Two Fair Values for Investment Properties:

The values have been derived from a desktop valuation taking into account existing lease terms and rentals, market rentals and yields, and then adjusted to reflect the nature and profile of the particular asset valued.

The Council's commercial property portfolio located within the Borough boundary are measured using the income approach, where the expected cash flows from the property are discounted at an appropriate discount rate (reflecting the nature and risk profile of the particular asset valued), to establish the present value of the net income stream.

The Council's commercial property portfolio is therefore categorised as Level Two in the fair value hierarchy as the measurement technique uses significant unobservable inputs to determine the fair value measurements (and there is no reasonably available information that indicates that market participants would use different assumptions).

There has been no change in the valuation techniques used during the year for investment properties.

### 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 deemed to be their current use.

### Valuers

The investment property portfolio has been valued at 31 March 2024 in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The revaluations are carried out by Wilks Head and Eve.

The valuations assume that 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 on income and the proceeds of disposal. The Council has no contractual obligations to purchase, construct or develop investment property. Nor does the Council have any contractual obligations to repair, maintain or enhance the investment properties with the exception of a very small proportion of the Council's investment property portfolio where the leases are internal repairing leases and the Council is responsible for the external fabric of the building.

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.

2022/23		2023/24
£,000		£,000
2,328	Rental Income from Investment Property	2,382
(994)	Direct Operating Expenses Arising from Investment Property	(1,266)
<b>1,334</b>	<b>Net Gain/ (loss)</b>	<b>1,116</b>

## 19. 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. There are no items of capitalised software that are individually material to the financial statements.

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

2022/23		2023/24
£000's		£000's
	<b>Balance as at 1 April</b>	
2,257	Gross carrying amounts	2,476
(1,438)	Accumulated amortisation	(1,699)
<b>819</b>	<b>Net carrying amount at 1 April</b>	<b>777</b>
	<b>Movements in year:</b>	
219	Additions	396
-	Transfer In and Out	61
(261)	Amortisation for the Period	(189)
<b>777</b>	<b>Balance at 31 March</b>	<b>1,045</b>
	<b>Comprising:</b>	
2,476	Gross carrying amounts	2,933
(1,699)	Accumulated amortisation	(1,888)
<b>777</b>		<b>1,045</b>



## 20. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the following table, together with resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets used by the Council, the expenditure increases the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Council that has yet to be financed. The CFR is analysed in the second part of this note.

2022/23		2023/24	
£'000		£'000	£'000
304,947	<b>Opening Capital Financing requirement</b>		320,051
	<i>Capital investment:</i>		
60,259	Property Plant and Equipment	43,923	
8	Investment Property	39	
219	Intangible Assets	396	
760	Loans to Third Parties	-	
512	Revenue expenditure funded from Capital under statute	2,091	
6,644	Property, Plant and Equipment purchased under finance leases	-	
68,402		<b>46,449</b>	
	<i>Sources of finance:</i>		
(17,752)	Capital Receipts	(7,866)	
(8,778)	Government Grants & Other Contributions	(7,133)	
(24,532)	Major Repairs Reserve	(18,423)	
(1,231)	Direct revenue contributions	(992)	
<b>(52,292)</b>	<b>2023/24 Capital investment funding excluding borrowing</b>	<b>(34,414)</b>	
16,112	Financing borrowing requirement increase as a result of 2023/24 Capital Investment		12,035
(214)	Statutory provision for the financing of capital investment charged against the General Fund (MRP)		(375)
(792)	Finance Lease Repayment and loan repayments		(685)
<b>15,104</b>	<b>Increase/(decrease) in Capital Financing requirement</b>		<b>10,975</b>
<b>320,051</b>	<b>Closing Capital Financing requirement</b>		<b>331,026</b>
	<b>Explanation of movements in year</b>		
8,460	Increase/(decrease) in underlying need to borrow (unsupported by government financial assistance)		10,975
6,644	Assets acquired under finance leases		-
<b>15,104</b>	<b>Increase/(decrease) in Capital Financing requirement</b>		<b>10,975</b>

## 21. Leases

**Plant and Equipment:** Council as a Lessee – the council has no material leases.

**Property:** Council as Lessor - the authority currently leases 344 premises which include 187 shops, 35 workshops, 11 public houses, 10 surgeries and 101 miscellaneous. These leases are

accounted for on an operating lease basis. The rental receivable in 2023/24 was £3,671k, (2022/23 £3,749k).

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

31-Mar-23 £'000	Future minimum lease payments	31-Mar-24 £'000
2,974	Not later than one year	3,388
11,857	Later than one year and not later than five years	13,462
41,958	Later than five years	49,245
<b>56,789</b>	<b>Total</b>	<b>66,095</b>

#### Finance Lease Lessor: Property, Plant, and Equipment

The Council acquired 10, 25 year leases of council dwellings from Marshgate Ltd, its wholly owned subsidiary between January 2022 and May 2023.

31-Mar-23 £'000	Future minimum lease to Marshgate payments	31-Mar-24 £'000
55	<b>Not later than one year</b>	55
219	<b>Later than one year and not later than five years</b>	218
1,658	<b>Later than five years</b>	1,604
<b>1,932</b>	<b>Total</b>	<b>1,877</b>

**Finance Leases Lessor and Lessee: Property, Plant, and Equipment:** In 2018/19 the council acquired a 37 year head lease from Aviva for Queensway. This was immediately sublet to Queensway Properties (Stevenage) LLP for 37 years. (See also Group Accounts).

31-Mar-23 £'000	Future minimum lease to Aviva payments	31-Mar-24 £'000
1,210	Not later than one year	1,287
4,964	Later than one year and not later than five years	5,278
40,872	Later than five years	41,692
<b>47,046</b>	<b>Total</b>	<b>48,257</b>

31-Mar-23 £'000	Future minimum lease from Queensway	31-Mar-24 £'000
1,210	Not later than one year	1,287
4,964	Later than one year and not later than five years	5,278
40,872	Later than five years	41,692
<b>47,046</b>	<b>Total</b>	<b>48,257</b>

## 22. Financial Instruments

The items disclosed in the Balance Sheet are made up of the following categories of financial instruments:

	Long Term		Current	
	31-Mar-23 £'000	31-Mar-24 £'000	31-Mar-23 £'000	31-Mar-24 £'000
<b>Financial Assets</b>				
<b>Investments</b>				
Investment(LGA Municipal Bond)	10	10	-	-
Loans and Receivables	2,300	-	31,600	25,203
<b>Total Investments</b>	<b>2,310</b>	<b>10</b>	<b>31,600</b>	<b>25,203</b>
<b>Debtors (including Cash, Cash equivalents and Bank)</b>				
Loans and Receivables	34,588	25,242	5,600	5,289
Cash and Cash Equivalents	-	-	9,708	1,106
<b>Total Debtors</b>	<b>34,588</b>	<b>25,242</b>	<b>11,957</b>	<b>6,395</b>
<b>Total Financial Assets</b>	<b>36,898</b>	<b>25,252</b>	<b>43,557</b>	<b>31,598</b>
<b>Financial Liabilities</b>				
<b>Borrowings</b>				
Queensway Aviva Borrowing	5,882	5,788	91	94
Financial liabilities at amortised cost	227,487	234,987	145	328
<b>Total Borrowings</b>	<b>233,369</b>	<b>240,775</b>	<b>236</b>	<b>422</b>
<b>Creditors</b>	24,980	24,423	4,271	5,784
<b>Total Financial Liabilities</b>	<b>258,349</b>	<b>265,198</b>	<b>4,861</b>	<b>6,206</b>

The value of debtors and creditors reported in the table below are solely those amounts meeting the definition of a financial instrument. The balances of debtors and creditors reported in the balance sheet also include balances which do not meet the definition of a financial instrument, such as tax-based debtors and creditors.

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

31-Mar-23			31-Mar-24		
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
8,171	-	8,171	7,666	-	7,666
<b>8,171</b>	<b>-</b>	<b>8,171</b>	<b>7,666</b>	<b>-</b>	<b>7,666</b>
-	(2,557)	(2,557)	-	(3,068)	(3,068)
<b>-</b>	<b>(2,557)</b>	<b>(2,557)</b>	<b>-</b>	<b>(3,068)</b>	<b>(3,068)</b>
<b>8,171</b>	<b>(2,557)</b>	<b>5,614</b>	<b>-</b>	<b>(3,068)</b>	<b>4,598</b>

### Fair Value Hierarchy

The Council is required to classify the valuation of financial instruments into three levels, according to the quality and reliability of information used to determine fair values.

- Level 1 Inputs – quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date.
- Level 2 Inputs – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 Inputs – unobservable inputs for the asset or liability. Such instruments would include unquoted equity investments and hedge fund of funds, neither of which the Council currently invests in.

Financial assets and financial liabilities (Treasury loans and investments) are carried in the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments using the following assumptions:

- The fair value of Public Works Loan Board (PWLB) loans is calculated using the “new loan rate”.
- The fair value of non-PWLB loans is calculated using the “new loan rate”.
- No early repayment or impairment is recognised.
- Where an instrument will mature in the next 12 months, carrying amount is assumed to approximate to fair value.
- The fair value of trade and other receivables is taken to be the invoiced amount.

The Valuation Techniques Used to Determine Level Two Fair Values for Investments:

The fair value of the investments has been provided by Link Asset Services and is based on a financial model valuation which uses market information for similar instruments. The Code states that fair values disclosures are not required for short term trade payables and receivables since the carry amount is a reasonable approximation of fair value.

31-Mar-23			31-Mar-24	
Carrying amount	Fair Value		Carrying amount	Fair Value
£'000	£'000		£'000	£'000
<b>Long Term Investments</b>				
2,300	2,216	Long term loans & receivables	-	-
<b>2,300</b>	<b>2,216</b>	<b>Total</b>	<b>-</b>	<b>-</b>
<b>Loan Debt</b>				
-	-	Market Debt	-	-
227,633	202,226	PWLB Debt	235,315	204,860
<b>227,633</b>	<b>202,226</b>	<b>Total</b>	<b>235,315</b>	<b>204,860</b>

Valuation Techniques Used to Determine Level Two Fair Values for Public Works Loan Board (PWLB) Loans:

The fair value of the liabilities is greater than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the balance sheet date. This shows a notional future loss (based on economic conditions at 31 March 2024) arising from a commitment to pay interest to lenders above current market rates.

The fair value of Public Works Loan Board (PWLB) loans of £204.860Million measures the economic effect of the terms agreed with the PWLB compared with estimates of the terms that would be offered for market transactions undertaken at the Balance Sheet date. The difference between the carrying amount and the fair value measures the [additional/reduced] interest that the authority will pay over the remaining terms of the loans under the agreements with the PWLB, against what would be paid if the loans were at prevailing market rates.

The Authority has used a transfer value for the fair value of financial liabilities. We have also calculated an exit price fair value of £222.353Million, which is calculated using early repayment discount rates. The Authority has no contractual obligation to pay these penalty costs and would not incur any additional cost if the loans run to their planned maturity date.

The fair value of loan debt is higher than the carrying amount because the council's portfolio of loans includes fixed rate loans where the prevailing rates at the Balance Sheet date are lower than the interest rate payable. The fair value includes the premium that would be payable should the council reschedule its debt.

<b>Schedule of PWLB loan repayments</b>	<b>£000</b>
Within 1 Year	-
Over 1 not over 2 years	500
Over 2 not over 5 years	28,056
Over 5 not over 10 years	55,100
Over 10 not over 15 years	100,663
Over 15 not over 20 years	45,158
Over 20 not over 25 years	5,510
<b>Total</b>	<b>234,987</b>

### **23. Nature and Extent of Risks Arising from Financial Instruments**

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

- credit risk – the possibility that other parties might fail to pay amounts due to the Council.
- liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments.
- Re-financing risk – the possibility that the Council might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms.
- market risk – the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock market movements.

The Council's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by the Council's treasury team, under policies approved annually (in February prior to the financial year to which it relates) by the Council in the Annual Treasury Management Strategy. The Council provides written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash.

The Strategy includes the Prudential Indicators, the key objectives of which are:

- To ensure that capital investment plans are affordable, prudent and sustainable.
- To ensure treasury management decisions accord with good professional practice and in a manner that supports affordability, prudence and sustainability.
- To be consistent with and support local strategic planning, local asset management and optional appraisal.

The Council's Treasury Management Strategy applicable from 1 April 2023 complies fully with the code of practice. Further details on the Council's Treasury Management Strategy can be found on Stevenage Borough Council's website.

**Credit Risk:** Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the authority's customers. Deposits are not made with banks and financial institutions unless they meet the Council's criteria as specified in the Treasury Management Strategy.

Financial Institutions	Amount at 31 March 2024	Historical experience of default	Historical experience adjusted for market conditions at 31 March 2024	Estimated maximum exposure to default & uncollectability 31 March 2024	Estimated maximum exposure to default & uncollectability 31 March 2023
	£'000	%	%	£'000	£'000
Financial Institutions	A	B	C	(AxC)	
Banks & Building Societies	19,500	-	-	-	-
Other Local Authorities	5,300	-	-	-	-
Other Counter parties	403	-	-	-	-
Trade Debtors	3,235	37%	37%	1,195	1,336
<b>Total</b>	<b>28,438</b>			<b>1,195</b>	<b>1,336</b>

The ECL on Treasury Financial Assets is immaterial. The historical experience of default for trade debtors is based on the debt provision calculated as at 31st March 2024. The calculation is based on the age of the trade debtor and debt type. The Council does not

generally allow extended credit for customers, but some of the current balance is past its due date for payment. The past due date but not impaired amount can be analysed by age as follows:

Age of Sundry Debt	31 March 2023 £'000	31 March 2024 £'000
less than 3 months	1,734	1,446
3-6 months	143	361
6 months - 1 year	117	259
over 1 year	321	241
<b>Total</b>	<b>2,315</b>	<b>2,307</b>

**Deferred Capital Receipts** are amounts derived from sales of assets that will be received in instalments over agreed periods of time. They arise principally from a finance lease to Queensway LLP (see also Group Accounts). As at 31 March 2024, Deferred Capital Receipts totalled £17.2Million, (31 March 2023 £17.2Million).

These figures do not include debt relating to Council Tax or Non-domestic Rates as these are considered to be statutory debts. Debt relating to Council house rents is disclosed in Note HRA 2. Rent and Supported Housing Payment Arrears.

**Liquidity risk:** The Council's cash flow is managed so that cash is available as needed. If the unexpected happens the Council has ready access to borrowings from the money markets and the Public Works Loan Board (PWLB).

### Market Risk

**Interest rate risk:** The Council is exposed to significant risk in terms of its exposure to interest rate movements on its investments. Movements in interest rates have a complex impact on the Council. For instance, a rise in interest rates would have the following effects on Stevenage Borough Council: Investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise, whilst the fixed term investment/borrowing cost/income will remain constant.

Changes in interest receivable on variable rate investments will be posted to the Comprehensive Income and Expenditure Statement and affect the General Fund Balance. Movements in the fair value of fixed rate investments will be reflected in the Movement in Reserves Statement.

If interest rates had been 1% higher with all other variables held constant (according to assessment as at 31 March 2024), the financial effect would be:

	£'000
Increase in interest receivable on investments	(482)
Impact on Comprehensive Income & Expenditure Statement	(482)
Share of overall impact credited to the HRA	(349)
Share of overall impact credited to the GF	(134)



The impact of a 1% reduction in interest rates would be as above but with movements being reversed. The above represents what the cost will be less the payment due to the HRA.

The PWLB borrowings undertaken to date are all fixed rate, therefore there would be no impact from a rise in interest rates, other than the rate at which borrowing which has not yet been physically taken could be borrowed at in future.

**Price risk** The Council does not invest in equity shares and does not have any shareholdings. (The Municipal Bond purchased in 2015/16 (£10,000) is not held for trading purposes but to support and have access to preferential borrowing rates from the Municipal Bond Agency, set up by the Local Government Association. As such this transaction has been classed as a non-current investment.)

**Foreign exchange risk:** The Council has no financial assets, or a liability denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

## 24. Debtors

The Council's debtors (net of the provision for bad and doubtful debts) are as follows:

31-Mar-23		31-Mar-24
£'000	<b>Short Term Debtors</b>	£'000
2,024	Trade debtors	2,040
2,047	Prepayments	2,482
334	Queensway LLP	19
-	Marshgate	8,963
5,377	Other receivable amounts	8,584
<b>9,782</b>	<b>Total</b>	<b>22,088</b>

31-Mar-23		31-Mar-24
£'000	<b>Long Term Debtors</b>	£'000
107	Building Control	107
173	Mortgages	173
22,370	Queensway LLP	21,994
11,938	Marshgate Ltd	2,970
<b>34,588</b>	<b>Total</b>	<b>25,244</b>

## 25. Cash and Cash Equivalents

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

31-Mar-23		31-Mar-24
£'000		£'000
2	Cash held by the Council	1

31-Mar-23		31-Mar-24
£'000		£'000
321	Bank current accounts	784
9,385	Short-term liquid deposits	321
<b>9,708</b>	<b>Total</b>	<b>1,106</b>

## 26. Creditors

31-Mar-23		31-Mar-24
£'000	Short Term Creditors	£'000
633	Trade Creditors	1,040
32,447	Other Creditors	20,547
497	Accumulated leave	497
3,098	Receipts in Advance	2,769
<b>36,675</b>	<b>Total Creditors</b>	<b>24,776</b>

31-Mar-23		31-Mar-24
£'000	Long Term Creditors	£'000
6,707	Local Enterprise Partnership (LEP)	6,883
405	Grants received in advance (Capital)	366
1,380	Marshgate Lease	1,333
16,488	Queensway Lease	16,206
<b>24,980</b>	<b>Total Creditors</b>	<b>24,788</b>

**Local Enterprise Partnership (LEP)** – this relates to loans for land assemble to facilitate the town centre regeneration project.

**Marshgate Lease** – relates to ten dwellings leased by the HRA from Marshgate Ltd.

**85-100 Queensway and 24-26 The Forum** This relates to a 37 year finance lease for these properties, subsequently sublet to Queensway Properties (Stevenage) LLP.

## 27. Assets held for sale

31-Mar-23		31-Mar-24
£'000		£'000
<b>2,682</b>	<b>Balance outstanding at start of year</b>	<b>1,790</b>
469	Transfer from land & buildings	1,831
(1,361)	Assets sold	(283)
<b>1,790</b>	<b>Balance outstanding at year end</b>	<b>3,338</b>

Assets held for sale are only recognised where a property is being actively marketed and is likely to result in a probable sale within 12 months of the balance sheet date.

A reasonable assessment can be made of General Fund disposals. However, for HRA Council dwellings, at the balance sheet date, the Council cannot reliably estimate specific disposals for the following 12 months. For example Right to Buy requests are received from tenants which may not result in a subsequent sale. As the numbers involved are not material, Right to Buy properties which are nearing completion of a sale are not recognised as Assets held for sale and no adjustment is made in the accounts for these.

## 28. Provisions

provisions include the following elements:

- **Insurance provision:** Provides for excesses relating to known claims.
- **Organisational Change Provision:** This provision was established to meet the costs arising from service efficiencies (identified as part of the budget setting process and service reviews).
- **Municipal Mutual Insurance (MMI) Provision:** MMI suffered substantial losses between 1990 and 1992 and these losses reduced MMI's net assets to a level below the minimum regulatory solvency requirement. In September 1992 MMI went in to "run off", and ceased to renew or take on new general insurance work. If a solvent "run off" cannot be achieved the Council may have to repay part of the claims already settled.
- **NDR Appeals Provision:** Business Rate Payers are entitled to appeal against the rateable value allocated to it by the Valuation Office Agency (VOA). From 1 April 2013 onwards, in the event that the appeal is successful, the Council is responsible for the Business Rate repayment to the business. This provision has been made based on the expected outcome of the appeals outstanding with the VOA as at 31 March 2024.
- **Leisure:** This provision is for contact costs arising up to 31 March 2024.
- **Water Rates:** For potential liability relating to historical water charges.

Provisions	Insur ance	Organis ational Change	MMI	Insur ance provisi ons	NDR Appeal s	Leisure	Water Rates	Total
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance as at 1 April 2022</b>	(349)	(284)	(83)	(3,943)	(300)	(2,290)	(7,249)	
Additional Provisions made in 2022/23	(819)	(286)	-	5,059	-	-	3,954	
Amounts Used in 2022/23	746	232	-	-	-	-	978	
Unused Amounts reversed in 2022/23	-	-	-	(3,035)	-	-	(3,035)	
<b>Balance as at 31 March 2023</b>	<b>(422)</b>	<b>(338)</b>	<b>(83)</b>	<b>(1,919)</b>	<b>(300)</b>	<b>(2,290)</b>	<b>(5,352)</b>	
Additional Provisions made in 2023/24	(291)	-	-	(491)	-	-	(782)	
Amounts Used in 2023/24	323	332	-	-	-	-	655	
Unused Amounts reversed in 2023/24	-	-	-	818	300	-	1,118	
<b>Balance as at 31 March 2024</b>	<b>(390)</b>	<b>(6)</b>	<b>(83)</b>	<b>(1,592)</b>	<b>-</b>	<b>(2,290)</b>	<b>(4,361)</b>	

## 29. Pension

### Participation in Pension Schemes

As part of the terms and conditions of employment of its employees, the Council offers retirement benefits. Although these benefits will not be payable until the employees retire, the Council has a commitment to make payments which need to be disclosed at the time these benefits are earned.

The Council participates in the Local Government Pension Scheme administered by Hertfordshire County Council. The scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of Hertfordshire County Council. This is a funded defined benefit career average salary scheme, meaning that the council and employees pay contributions into a fund, calculated at a level intended to balance the pension's liabilities with investment assets.

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

**Transactions Relating to Post-employment Benefits**

The cost of retirement benefits is recognised in the reported cost of services when they are earned by the employees, rather than when the benefits are eventually paid as pensions. However, the charge that is required to be made against council tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the General Fund [and Housing Revenue Account] via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund balance via the Movement in Reserves Statement during the year.

2022/23 £'000		2023/24 £'000
	<b>Cost of service</b>	
9,913	Current service costs	4,659
125	Past service costs	147
	<b>Financing and Investment Income &amp; Expenditure</b>	
7,160	Interest costs	9,172
(5,537)	Interest income on plan assets	(9,057)
<b>11,661</b>	<b>Total Post Employment Benefit Charged to the Surplus or Deficit on the provision of Services</b>	<b>4,921</b>
	<b>Other Post Employment Benefit Charged to the Comprehensive Income &amp; Expenditure Statement</b>	
19,357	Return on plan assets (excluding the amount included in the net interest expense)	(8,373)
(1,819)	Actuarial gains and losses arising on changes in demographic assumptions	(1,246)
(93,996)	Actuarial gains and losses arising on changes in financial assumptions	(9,102)
15,427	Other Actuarial gains and losses	6,280
-	Asset Ceiling Adjustment	30,316
<b>(49,370)</b>	<b>Total Post Employment Benefit Charged to the Comprehensive Income &amp; Expenditure Statement</b>	<b>22,566</b>
	<b>Movement in Reserves Statement</b>	
(11,661)	Reversal of net changes made to the Surplus or Deficit for the provision of Services for post-employment benefits in accordance with the Code	(4,921)
	<b>Actual amount charged against the General Fund and HRA Balance for pensions in the year</b>	
5,569	Employer's contributions payable to the scheme	5,969

Pension assets and liabilities recognised in the Balance Sheet are as follows:

2022/23 £'000		2023/24 £'000
<b>205,304</b>	<b>Opening fair value of Scheme assets</b>	<b>191,284</b>
5,537	Interest Income	9,057
	<b>Re-measurement gain/(loss)</b>	
(19,357)	The return on plan assets, excluding the amount included in the net interest expense	8,373
5,569	Contributions from employer	5,969
1,416	Contributions from employees into the scheme	1,531
(7,185)	Benefits paid	(8,743)
<b>191,284</b>	<b>Closing fair value of scheme assets</b>	<b>207,471</b>
2023/24 £'000		2023/24 £'000
<b>263,250</b>	<b>Opening Balance of Obligations</b>	<b>194,291</b>
9,913	Current Service Cost	4,659
7,160	Interest Cost	9,172
1,416	Contributions from Scheme participants	1,531
	<b>Re-measurement gain/(loss)</b>	
(1,819)	Actuarial gains/(losses) arising from changes in demographic assumptions	(1,246)
(93,996)	Actuarial gains/(losses) arising from changes in financial assumptions	(9,102)
15,427	Adjusted actuarial re-measurement for prior years	6,280
125,	Past Service costs	147
(7,185)	Benefits paid	(8,743)
<b>194,291</b>	<b>Closing balance</b>	<b>196,989</b>
<b>3,007</b>	<b>Net Pension Asset / Liability</b>	<b>(10,482)</b>
-	Asset ceiling adjustment	30,317
<b>3,007</b>	<b>Net Pension Liability after asset ceiling adjustment</b>	<b>19,835</b>

### Basis for Estimating Assets and Liabilities

Assets and Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Hymans Robertson LLP, an independent firm of actuaries, has assessed Stevenage Borough Council's fund liabilities. The estimates for the Council are based on the latest formal valuation of the scheme as at 31 March 2024.

### **Asset Ceiling**

The LGPS pension obligations provided by Hymens (2 May 2024), set out the current pension obligations within the LGPS fund as being a net asset of £10,482k. This was before any adjustment for the effect of an asset ceiling. The asset ceiling adjustment applied above, reflects any future obligations that reduce the realisability of any net asset and for the council this has resulted in the net asset being reduced to a net obligation position. The following pension disclosures exclude the asset ceiling adjustment as this is a local accounting adjustment and does not change the underlying value of the asset in the LGPS fund.

Fair value of Employer's assets (at bid values unless otherwise stated):

Period Ended 31 March 2023					Period Ended 31 March 2024				
Quoted Prices in active markets	Quoted prices not in active markets	Total	Percentage of Total Assets	Asset Category	Quoted Prices in active markets	Quoted prices not in active markets	Total	Percentage of Total Assets	
£'000	£'000	£'000	%		£'000	£'000	£'000	%	
				<b>Equity Securities:</b>					
2,533	-	2,533	1%	Consumer	2,807	-	2,807	1%	
1,118	-	1,118	1%	Manufacturing	3,255	-	3,255	2%	
-	-	-	0%	Energy and Utilities	-	-	-	0%	
962	-	962	1%	Financial Institutions	1,846	-	1,846	1%	
1,505	-	1,505	1%	Health and Care	1,758	-	1,758	1%	
3,359	-	3,359	2%	Information Technology	2,878	-	2,878	1%	
-	-	-	0%	Other	-	-	-	0%	
-	-	-	0%	<b>Debt Securities:</b>					
-	-	-	0%	Corporate Bonds (investment grade)	-	-	-	0%	
-	-	-	0%	Corporate Bonds (non-investment grade)	-	-	-	0%	
14,067	-	14,067	7%	UK Government	10,577	-	10,577	5%	
-	5,602	5,602	3%	Other	-	5,275	5,275	3%	
-	-	-	0%	<b>Private Equity:</b>					
-	18,126	18,126	9%	All	-	18,128	18,128	9%	
-	-	-	0%	<b>Real Estate:</b>					
-	16,165	16,165	8%	UK Property	-	14,297	14,297	7%	
-	12,797	12,797	7%	Overseas Property	-	10,389	10,389	5%	
-	-	-	0%	<b>Investment Funds and Unit Trusts:</b>					
64,723	-	64,723	34%	Equities	78,337	-	78,337	38%	
25,136	-	25,136	13%	Bonds	29,725	-	29,725	14%	
-	-	-	0%	Commodities	-	-	-	0%	
-	199	199	0%	Infrastructure	-	314	314	0%	
1,788	12,949	14,737	8%	Other	1,555	12,691	14,247	7%	
-	-	-	0%	<b>Derivatives:</b>					
-	-	-	0%	Interest Rate	-	-	-	0%	
-	(576)	(576)	0%	Foreign Exchange	-	604	604	0%	
-	-	-	0%	<b>Cash and Cash Equivalents:</b>					
10,832	-	10,832	6%	All	13,034	-	13,034	6%	
<b>126,022</b>	<b>65,263</b>	<b>191,284</b>	<b>100.0%</b>	<b>Totals</b>	<b>145,772</b>	<b>61,698</b>	<b>207,471</b>	<b>100%</b>	



**Principle Assumptions**

The principle assumptions used by the Actuary have been:-

2022/23		2023/24
	<b>Mortality Assumptions:</b>	
	<b>Longevity at 65 for current pensioners:</b>	
21.4	Men	21.3
24.2	Women	24.0
	<b>Longevity at 65 for future pensioners:</b>	
22.4	Men	22.2
25.7	Women	25.4
	<b>Other Assumptions:</b>	
3.00%	Rate of pension inflation	3.00%
3.50%	Rate of increase in salaries	3.50%
4.75%	Rate for discounting scheme liabilities	4.75%
45%	Take up of option to convert annual pension into retirement lump sum. (Pre-April 2008 service)	45%
45%	Take up of option to convert annual pension into retirement lump sum. (Post April 2008 service)	45%

Defined Benefit Obligation and maturity profile	Liability split £'000's as at 31 March 2024	Liability split %'s as at 31 March 2024
Active members	53,863	26%
Deferred members	68,926	33%
Pensioner members	84,628	41%
<b>Total</b>	<b>207,417</b>	<b>100%</b>

**Sensitivity analysis of Actuarial assumptions**

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analysis that follows has been determined based on reasonably possible changes in the assumptions occurring at the end of the reporting period in calculating the impact for each change in assumption it is assumed that the other assumptions remain unchanged. In practice it is likely that changes in assumptions would be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Change in assumptions at year ended 31 March 2024	Approximate % increase to Employer Liability	Approximate monetary amount increase (£'000)
0.1% decrease in Real Discount Rate	2%	3,510
1 Year Increase in member life expectancy	4%	7,880
0.1% increase in salary increase rate	0%	142
0.1% increase in pension increase rate (CPI)	2%	3,430

### Impact on the authority's cash flow

The objectives of the scheme are to keep employer' contribution rates as consistent as possible to reduce additional funding pressures on employer bodies. In order to achieve this, the Fund obtains a valuation every three years, with new contribution rates set to achieve a fully funded position (100%). The current triennial valuation started on the 1<sup>st</sup> April 2022 with results received in January 2023. At present, funding levels are reported to Hertfordshire County Council Pension Committee on a quarterly basis from officers and consultants.

The total estimated contributions for current service cost expected to be made to the Pension Scheme for the period to 31 March 2023 will be approximately £5,828,000.

The weighted average duration of the defined benefit obligations for scheme members is 17 years, 2023/24 (17 2022/23)

Further information can be found in Hertfordshire County Council Pension Fund's Annual Report that is available upon request from: Hertfordshire County Council, Corporate Services, County Hall, Hertford SG13 8DQ (email contact : [pensions.team@hertsc.gov.uk](mailto:pensions.team@hertsc.gov.uk))

### 30. Cash Flow Statement – Operating Activities

The cash flows for operating activities include the following items:

2022/23 £'000		2023/24 £'000
(2,425)	Interest received	(2,757)
8,047	Interest paid	7,462

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

2022/23 £'000		2023/24 £'000
(16,759)	Depreciation	(16,681)
(4,760)	Impairment, Impairment Reversal and Revaluation of Non-Current Assets	(11,806)
496	Movement in Investment Property Values	1,840
(4,279)	Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	(5,864)
(261)	Amortisation	(188)
75	Increase/(Decrease) in inventories	(144)
6,899	Increase/(Decrease) in debtors	2,963
(1,415)	(Increase)/Decrease in creditors	11,809
1,897	(Increase)/Decrease in provisions	991
(6,092)	Movement in pension liability	1,048
133	Other Non-cash items	(11)
<b>(24,066)</b>	<b>Total Non-cash movements</b>	<b>(16,043)</b>

The surplus or deficit on the provision of services has been adjusted for the following items in that are Investing or Financing Activities:

2022/23 £'000		2023/24 £'000
5,998	Capital Grants credited to surplus or deficit on the provision of services	15,497
13,072	Proceeds from the sale of property plant and equipment, investment property and intangible assets	6,874
<b>19,070</b>	<b>Total Investing or Financing cash movements</b>	<b>22,371</b>

### 31. Adjustments for items in the net surplus or deficit on the provision of services that are investing or financing activities.

2022/23 £'000	Investing Activities	2023/24 £'000
62,103	Purchase of property, plant and equipment, investment property and intangible assets	44,285
320,016	Purchase of short-term and long-term investments	418,330
(111)	Other payments for investing activities	-
(13,072)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(6,874)
(348,682)	Proceeds from short-term and long-term investments	(427,027)
(5,998)	Other receipts from investing activities	(15,497)

2022/23 £'000	Investing Activities	2023/24 £'000
14,256	<b>Net cash flows from investing activities</b>	13,217
2023/24 £'000	Financing Activities	2023/24 £'000
(5,181)	Cash Receipts of Short and Long term borrowing	(7,686)
-	Cash payments for the reduction of the outstanding liabilities relating to finance leases	376
<b>(5,181)</b>	<b>Net cash flows from financing activities</b>	<b>(7,310)</b>

### 32. Related Parties

The Council is required to disclose material transactions with related parties. Disclosure of these transactions allows readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

**Central Government:** Central Government has effective control over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions the Council has with other parties (e.g. Council tax bills, housing benefits). Grants received from government departments are set out in Note 8 Taxation and Non Specific and Specific Grant Income.

**Other Public Bodies:**

Payments between the Council and **Hertfordshire County Council (HCC)** amounted to £1,995,149 (2022/23, £1,189,679). These payments were in relation to costs of shared services and agency agreements.

The Council provides a verge maintenance service for Hertfordshire County Council under an agency agreement for which the Council was reimbursed £643,412 in 2023/24 (£609,782 in 2022/23).

There are a number of shared services arrangements in place including a legal shared service is provided to Stevenage BC by HCC for which the council paid £559,250 in 2023/24 (2022/23 £432,690).

Further payments between the Council and Hertfordshire County Council are disclosed in the Collection Fund accounts, Note 29 Pension and Note 8 Taxation and Non Specific and Specific Grant Income.

**Members and Senior Officers:** Members of the Council have direct control over the Council's financial and operating policies. The total of Members' allowances paid in 2023/24 is shown in Note 9 Members Allowances.

With reference to all of these organisations, of the 39 Members, 5 Members declared interests through either the Register of Interests or completed related party transactions' forms.

The relevant Members did not take part in any discussions or decision relating to the grants. The grants were made with proper consideration of the declarations which all Members completed in accordance with the statutory Code of Conduct for Members (Local Government Act 2000).

During 2023/24 expressions of interest, both potential financial and other interests, are declared and recorded in the minutes of the meeting including involvement with voluntary organisations, public authorities and as the local authority representative on various bodies. This is available for public inspection on the Stevenage Borough Council website. There are no other material related party transactions other than those shown elsewhere in the accounts.

During 2023/24, the Chief Executive and Strategic Leadership Team declared no pecuniary interests in accordance with section 117 of the Local Government Act 1972.

### **Joint Arrangements**

The Council has one jointly controlled operation for the provision and management of CCTV in the Hertfordshire and Bedfordshire area. This arrangement is with Stevenage Borough Council (SBC), North Hertfordshire District Council, East Hertfordshire District Council and Hertsmere Borough Council. Each member of the arrangement accounts for their share of the asset, liabilities and cash flows of the CCTV in their own accounts.

On the 1 April 2015 a new company, **Hertfordshire CCTV Partnership Ltd**, was incorporated to conduct the commercial trading affairs of the CCTV Partnership. For the year ended 31 March 2024 the company produced a profit before tax of £62k (2022/23 £12k). SBC's share of the profit is £22.2k. Due to the de-minimis size of the company, group accounts have not been completed.

The Council is partnered with seven local authorities across Hertfordshire to provide a fully integrated building control service, **Hertfordshire Building Control Ltd**. The council holds 12.5% of the share capital and is represented on the board. In August 2016 the council made a loan to the company of £107,000 which is held in Long Term Debtors on the balance sheet. Due to the Council's small shareholding the Council has not included any further disclosure notes regarding this company.

### **Other companies**

Disclosures regarding Queensway Properties (Stevenage) LLP and Marshgate Plc have been included in the Group Accounts section of this document.

## **33. Contingent Liabilities and Assets**

At the Balance Sheet date the following contingent liabilities were identified:-

- The Council has signed a development agreement with Mace, its redevelopment partner for SG1. Should the council not be able to fulfil its development obligations penalty payments would be due to Mace.
- The Council has secured £37.5Million funding from the Towns Fund, to support the delivery of a range of regeneration projects in Stevenage. In the event that specific projects do not progress into delivery, there is a risk that funding would be returned to the government. All business cases have been subject to review by the Council's Executive and Overview & Scrutiny Committee' The funding is ring-fenced in the Council's accounts.

### **34. Accounting Policies**

#### **i. General Principles:**

The Statement of Accounts summarises the Council's transactions for the 2023/24 financial year and its position as at the year end of 31 March 2024. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit (England) Regulations 2015 which those regulations require to be prepared in accordance with proper accounting practices. The Statement of Accounts have been prepared in accordance with proper accounting practices and Code of Practice on Local Authority Accounting in the UK 2023/24 supported by International Financial Reporting Standards and statutory guidance issued under section 12 of the 2003 Act.

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

The following policies are those considered to be material to the financial statements.

#### **ii. Accruals of Income and Expenditure**

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

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption and the value is considered material, they are carried as inventories on the balance sheet.
- Expenses in relation to the services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.

- Where revenue and expenditure have been recognised but the cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- Revenue relating to council tax and non-domestic rates (NDR) shall be measured at the full amount receivable (net of any impairment losses).

### iii. **Cash and Cash Equivalents**

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

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

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

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of the transaction, other events and conditions on the Council's financial position or financial performance.

Where a change is made, it is applied retrospectively (unless not material or 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.

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

Service, support services and trading accounts are charged and accounting estimate of the cost of holding non-current assets during the year. This comprises:

- 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 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. Depreciation,

revaluation and impairment losses and amortisations are therefore replaced by the contribution in the General Fund Balance (MRP) by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

Depreciation charged to the Housing Revenue Account (HRA) is not reversed out and is a cost to the HRA. HRA depreciation is transferred to the Major Repairs Reserve to fund future HRA capital investment.

**vi. Council Tax and Non-domestic Rates**

The Council (billing authority) acts as agent, collecting council tax and non-domestic rates (NDR) on behalf of Hertfordshire County Council, Hertfordshire Police and Central Government (for NDR) and, as principal, collecting Council Tax and NDR for themselves. The Council is required by statute to maintain a separate fund (i.e., the Collection Fund) for the collection and distribution of amounts due in respect of Council Tax and NDR. Under legislative framework for the Collection Fund, the Council, Hertfordshire County Council, Hertfordshire Police and Central Government (for NDR) 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 in the CIES 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 Councils General Fund. Therefore, the difference between the income included in the CIES 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 the Council Tax and NDR relating to arrears, impairment allowances for doubtful debts, overpayments, 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 statutory arrangements will not be made, the asset is written down and a charge made to the taxation and non-specific grant income and expenditure line within the CIES. The impairment loss is measured as the difference between the carrying amount and the revised future cash flows.

**vii. Employee benefits**

**Benefits payable during employment**



Short-term employee benefits are those due to be settled within 12 months of the year end. They include such benefits as wages and salaries, paid annual leave and paid sick leave 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 entitlement (or any form of leave e.g. flexi time) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is charged to surplus or deficit on the provision of services, but then reversed out through the Movement in Reserves Statement to the accumulated absences account so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs. The level of this accrual is reviewed either when there has been a significant structural change within the council in any one year or at least every 5 years.

### **Termination benefits**

Termination benefits are amounts payable as a result of a decision by the authority to terminate an officer's employment 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 or corporate service when the council can no longer withdraw the offer of those benefits or when the council recognises costs for a restructuring. Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the council to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the pensions reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but un-paid at the year-end.

### **Post-employment benefits**

Employees of the council are members of the Local Government Pension Scheme, administered by Hertfordshire County Council

### **Local Government Pension Scheme**

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

- The liabilities of the Hertfordshire Pension Fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit credit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc., and estimations of projected earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate.
- The assets of the Hertfordshire Pension Fund attributable to the Council are included in the Balance Sheet at their fair value as required under IAS 19.

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

- Service costs comprising:
  - Current service cost – the increase in liabilities, as result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
  - Past service cost – the increase in liabilities arising as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement.
  - Net Interest on the net defined benefit liability (asset), i.e. net interest expense for the Council - the change during the period in the net defined benefit liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the CIES this is calculated by applying the discount rate used to measure defined benefit obligation at the beginning of the period to the net defined benefit liability at the beginning of the period – taking into account any changes in the defined benefit liability during the period as a result of contributions and benefit payments .
- Re-measurements comprising:
  - The return on plan assets- excluding amounts included in net interest on the net defined benefit liability – charged to the Pension Reserve as Other Comprehensive Income and Expenditure
  - Actuarial gains and losses – changes in the net pension 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 Pension Reserve and Other Comprehensive Income and Expenditure.
  - Contributions paid to the Hertfordshire Pension Fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Council to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are appropriations to and from the Pension Reserves to remove the notional debits and credits for retirement benefits and replaces them with debits for 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 benefits earned by employees.

The Housing Revenue Account is charged a share of the transactions above.

**Discretionary benefits**

The Council also has restricted powers to make discretionary awards of retirement benefits in the event of early retirement. 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.

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

- Adjusting events – where the conditions existed at the end of the reporting period, the Statements are adjusted to reflect such events
- Non-adjusting events – arising after the authorised date is not reflected in the Statements.

Events taking place after the date of authorisation for issue are not reflected in the statement of accounts.

**ix. Financial instruments**

Financial instruments are recognised on the Balance Sheet when the Council becomes party to the contractual provisions of a financial instrument.

**Financial liabilities**

Financial liabilities are initially measured at fair value and carried at their amortised cost. For the Council's borrowing this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest).

Annual charges to the Financing and Investment Income and Expenditure line in the CIES are based on the carrying value of the liability, multiplied by the effective interest rate for the instrument.

**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 cash flow 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 authority's business model is to hold investments to collect contractual cash flows. Financial assets are therefore classified as amortised cost, except for those whose contractual payments are not solely payment of principal and interest (i.e. where the cash flows do not take the form of a basic debt instrument). The Council holds no assets that fall into this category.

**Financial assets measured at amortised cost** (loans and receivables) are initially measured at fair value then subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure

Statement (CIES) for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the loans that the Council has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the CIES is the amount receivable for the year in the loan agreement.

Any gains and losses that arise on de-recognition of a financial asset are credited or debited to the Financing and investment income and expenditure line in the CIES.

**Expected Credit Loss Model:** the authority recognises Expected Credit Losses (ECL) on all of its financial assets held at amortised cost [or where relevant FVOCI], either on a 12-month or lifetime basis. The expected credit loss model also applies to lease receivables and contract assets. Only lifetime losses are recognised for trade receivables (debtors) held by the authority.

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

**Financial assets that are measured at fair value through the CIES** 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 arise in CIES.

#### **Fair Value measurement of financial assets and liabilities**

Financial assets and financial liabilities (Treasury loans and investments) are carried in the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments using the following assumptions:

- The fair value of Public Works Loan Board (PWLB) loans is calculated using the “new loan rate”.
- The fair value of non-PWLB loans is calculated using the “new loan rate”.
- No early repayment or impairment is recognised.
- Where an instrument will mature in the next 12 months, carrying amount is assumed to approximate to fair value.
- The fair value of trade and other receivables is taken to be the invoiced amount.

The Council is required to classify the valuation of financial instruments into three levels, according to the quality and reliability of information used to determine fair values.

- Level 1 Inputs – quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date.
- Level 2 Inputs – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 Inputs – unobservable inputs for the asset or liability. Such instruments would include unquoted equity investments and hedge fund of funds, neither of which the Council currently invests in.

The Valuation Techniques Used to Determine Level Two Fair Values for Investments:

The fair value of the investments has been provided by Link Asset Services and is based on a financial model valuation which uses market information for similar instruments. The Code states that fair values disclosures are not required for short term trade payables and receivables since the carry amount is a reasonable approximation of fair value.

#### x. **Government Grants and Contributions**

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

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

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

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

Where capital grants are credited to the CIES, they are reversed out of the General Fund Balance in the MIRS. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Reserve. Where it has been applied to fund capital expenditure, 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.

#### **Community infrastructure levy**

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

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

- xi. A Heritage asset** are recognised as an asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture and is not being used for operational purposes.

Heritage assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Council's accounting policies on property, plant and equipment.

- Acquisitions of heritage assets will be recognised at cost. However, where an asset is donated or acquired for less than fair value the asset will be recognised at valuation.
- 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.
- Depreciation will not be applied where a heritage assets has an indefinite life, however where there is evidence of physical deterioration or doubts arise as to the authenticity of the asset, the value of the assets will be reviewed. In addition assets held at current value will be reviewed with sufficient frequency as to ensure that the valuation is up to date.

However, where information on cost or value is not available, and the cost of obtaining the information outweighs the benefits to the users of the financial statements the asset will not be recognised on the balance sheet.

Where heritage assets are not recognised in the balance sheet appropriate disclosure is made in the notes to the financial statements.

**xii. Intangible assets**

Intangible assets are 'Non-monetary' assets that do not have physical substance but are controlled by the Council through custody or legal rights. Purchased intangibles, such as software licences, are capitalised at cost whilst internally developed intangibles are only capitalised where there is a readily ascertainable market value for them.

The balance is amortised on a straight line basis to the relevant service in the CIES over the economic life of the asset to reflect the pattern of consumption of benefits. All software is given

a finite useful life, based on an assessment of the period that the software is expected to be of use to the Council - usually five years

Amounts are only revalued where the fair value of the assets held can be determined by reference to an active market. No such assets exist for this Council.

Any losses from impairment are recognised in the ICT service revenue account and the Comprehensive Income and Expenditure Statement.

Any gain or loss from the disposal or abandonment of an asset is posted to the other operating expenditure line on the Comprehensive Income and Expenditure Statement.

Where expenditure 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 and are therefore reversed out through the Movement in Reserves Statement and Capital adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

HRA intangible assets are depreciated in accordance with the council's policy but the charge is not reversed out but forms part of the transfer to the Major Repairs Reserve.

**xiii. Interests in companies and other entities**

The council has material interests in the companies and other entities that have the nature of subsidiaries and associates 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.

**xiv. Inventories (stock)** are included in the Balance Sheet. Stocks are valued at the latest purchase price paid. The Council does not comply with IFRS which requires stocks to be shown at the lower of costs or current replacement cost, however, the effect of the different treatment is not significant. Work in progress on uncompleted jobs is valued at cost price.

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

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

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a net 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 the Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts reserve.

#### **xvi. 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 other joint operators involve the use of the assets and resources of those joint operators. In relation to its interest in a joint operation, the council as a joint operator recognises:

- its assets, including its share of any assets held jointly
- its liabilities, including its share of any liabilities incurred jointly
- its revenue from the sale of its share of the output arising from the joint operation
- its share of the revenue from the sale of the output by the joint operation
- Its expenses, including its share of any expenses incurred jointly.

#### **xvii. 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 (PPE) from the lessor to the lessee. All other leases are classified as operating leases.

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

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

#### **The Council as Lessee**

##### **Finance Leases**

PPE held under finance leases is recognised in the Balance Sheet at the commencement date 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 the lease are applied to writing down the lease liability.

Lease payments are apportioned between:

- A charge for the acquisition of the interest in the PPE applied to write down the lease liability, and
- A finance charge (debited to the Financing and Investment Income and Expenditure line in the CIES).



PPE 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 assets estimated useful life (where ownership of the asset does not transfer to the Council at the end of the lease period).

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

### **Operating leases**

Rentals paid under operating lease are charged to the CIES as an expense of the service benefitting from the use of the leased PPE. Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments.

### **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 PPE or Assets held for sale) is written off to the Other Operating Expenditure line in the CIES as part of the gain or loss on disposal. A gain is 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, and
- Finance income (credited to the Financing and Investment Income and Expenditure line in the CIES).

The gain credited to the CIES 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 future rentals are received, the element for the capital receipt for the disposal 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 charged 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 in the Movement on 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 on the Balance Sheet. Rental income for investment properties is credited to the Other Operating Expenditure line in the CIES.

**xviii. Overheads and support services** are charged to services in accordance with the councils' arrangements for accountability and financial performance.

**xix. Property, Plant and Equipment (PPE)**

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

**Recognition**

Expenditure on the acquisition, creation or enhancement of PPE is capitalised on an accruals basis, provided that the future economic benefits or service potential will flow to the Council and that the cost can be measured reliably. Expenditure that secures but does not extend the previously assessed standards of performance of asset (e.g., repairs and maintenance) is charged to revenue as it is incurred.

**Measurement and valuations**

Assets are initially measured at cost, comprising, in addition to the purchase price, all expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended. The council does not capitalise borrowing costs.

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

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

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

the DRC approach was used it was in accordance with RICS GN 6, titled “Depreciated Replacement Cost (DRC) method of Valuation for Financial Reporting”. RICS GN6 requires Modern Equivalent (ME) to be considered if properties are valued using the DRC method and this was applied to last year’s review.

Where assets cannot be valued by any other method depreciated historic costs is used.

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, 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 Comprehensive Income and Expenditure Statement where they arise from the reversal of an impairment loss previously charged to a service.

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

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

Valuations of the Council’s freehold and leasehold properties are co-ordinated by the Council’s In-House Valuer in accordance with International Financial Reporting Standards (IFRS) as applied to the United Kingdom public sector and interpreted by the current CIPFA Code of Practice for Local Authority accounting. The valuations are made in accordance with the RICS Valuation – Professional Standards, January 2014 as published by the Royal Institution of Chartered Surveyors, in so far as that is consistent with the IFRS standards and CIPFA interpretation with the exception that not all properties were inspected. This was neither practical nor considered by the Valuer to be necessary for the purpose of the valuation. All land and building assets are re-valued at the end of each financial year.

**New council house properties**, either constructed or acquired at market value, are re-valued downwards on completion to recognise that Council Dwellings are valued on the balance sheet at existing use value-social housing (38% of the market value).

HRA properties are re-valued annually on a Beacon Basis. Beacon types being defined by the number of bedrooms, the type of property, its area and whether it is a traditional or non-traditional build. So, with the exception of the properties which were converted into maisonettes and

expenditure on replacing fully depreciated components, works done after this date have not been deemed to add value to the Beacon.

**Fair Value Hierarchy** - to establish the fair value of its assets, the Council takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Council uses appropriate valuation techniques for each circumstance, maximising the use of relevant known data and minimising the use of estimates or unknowns. This takes into account the three levels of categories for inputs to valuations for fair value assets:

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

In regard to property assets the total value has been apportioned between its land and non-land (i.e. building) parts, with the latter representing the depreciable amount.

Where non-property assets (e.g. vehicles plant and equipment) have short useful lives, low value or both, depreciated historical cost is used as a proxy for current value.

### **Impairment**

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

Where impairment losses are identified, they are accounted for by:

- Where there is a balance of the revaluation gains for the asset in the revaluation reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- Where there is no balance in the revaluation reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line in the CIES.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line in the CIES, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

### **Depreciation**

Depreciation is provided for on all PPE assets by the systematic allocation of their depreciable amounts over their useful lives. Exception is made for assets without a determinable finite useful

life (i.e. freehold land and certain community assets) and assets not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following bases:

- dwellings and other buildings – straight-line allocation over the life of the property as estimated by the valuer
- vehicles, plant and equipment – straight-line allocation over the estimated life of the asset
- infrastructure – straight-line allocation over the estimated life of the asset

The useful economic lives for property, plant and equipment which are depreciated are:

Council Dwellings	up to 50 years
Operational buildings	up to 50 years
Vehicles	up to 15 years
Plant and equipment	up to 40 years
Infrastructure assets:	
Short Life Paths and Hardstanding's	5 to 10years
Public Realm Works	30 to 40 years
Other	20 to 46 years

Where an asset has major components with different estimated useful lives, these are depreciated separately.

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

Properties classified PPE are valued on the basis of Current Value (Existing Use Value (EUV)) and the total value has been apportioned between its land and non-land (i.e. building) parts, with the latter representing the depreciable amount

### **Componentisation**

The criteria applied by the Council for componentisation, is that where the cost of a component exceeds 15% of the cost of the asset, and there is a significant difference in depreciable life of a component, compared to the asset as a whole, the Council will componentise the asset, to ensure no material distortions in either the value of the asset or the charge made for use of the asset.

Infrastructure Assets – Componentisation – the Council determines that where there is a replacement of a component of infrastructure, the replaced component has a value of nil and that therefore there is no requirement to remove any amount from the balance sheet in respect of the disposal of that component (Cipfa Bulletin 12 – January 2023).

The Council's housing stock has been accounted for using componentisation since April 2011.

### **Disposals and Non-Current Assets Held for Sale**

Where it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than continued 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 in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously recognised losses in the surplus or deficit on the provision of services.

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.

When an asset is disposed of or decommissioned, the value of the asset in the Balance Sheet (whether PPE 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 are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts in excess of £10,000 are categorised as capital receipts. The capital receipts retained by the Council are required to be credited to the Capital Receipts Reserve and used for capital expenditure.

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

#### **xx. Provisions, contingent liabilities and contingent assets**

**Provisions** are made where an event has taken place that gives the Council a legal or constructive obligation that probably requires settlement by transfer of economic benefits, but where timing of the transfer is uncertain. The Council's policy is to assume all transfers of economic benefit will be made within 12 months. The Council recognises that on rare occasions a provision is utilised after 12 months (for example an insurance provision), however these instances do not materially alter the financial statements.

Provisions are charged to the appropriate service account in the year that the Council becomes aware of the obligation, based on the best estimate at the balance sheet date of the expenditure required to settle the obligation.

When payments are eventually made, they are charged to the provision set up in the Balance Sheet. Estimated settlements are reviewed and where it becomes less than probable that a transfer of economic benefits will not now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service revenue account.

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

Impairment for doubtful debts are separately disclosed and included in debtors.

**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 Council's control. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either the obligation cannot be measured reliably or where it is not probable that an outflow of resources will be required. Contingent liabilities are not recognised in the balance sheet but disclosed in a note to the accounts.

A **contingent asset** arises from a past event that gives the Council a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the Council's control.

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

## xxi. Reserves

The Council sets aside specific amounts as reserves for future policy purposes. Reserves are created by transferring amounts out of the General Fund balance. When expenditure to be financed is incurred, it is charged to the appropriate revenue service account in that year to score against the surplus or deficit on the provision of services in the Comprehensive Income and Expenditure Statement. The reserve is then transferred back into the General Fund so there is no net charge against Council Tax for the expenditure. These transfers can be seen in the Movement in Reserves Statement.

The Council has a number of **Unusable Reserves** that are required for statutory reasons, to comply with proper accounting practice. As such these reserves are unavailable to fund expenditure. They include reserves kept to manage the accounting process for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the Council

- xxii. Revenue Expenditure Funded From Capital Resources Under Statute** – General Fund 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 is made: the amounts charged are then reversed out so that there is no impact on the Council Tax payer.
- xxiii. Value Added Tax (VAT)** - Income and expenditure excludes any amounts that relate to VAT, except where the VAT element is not recoverable from HM Revenue and Customs.

### **35. Accounting Standards issued but have not yet been adopted**

At the balance sheet date the following new standards and amendments to existing standards have been published but not yet adopted. The Council does not expect that the future adoption of the new standards and amendments will have significant impact on its statement of accounts.

- IFRS 16 Leases will be implemented to recognise a right-of-use asset on the Balance Sheet for all leases where the Council is the lessee (except where short-term or low value).
- IAS 1 Presentation of Financial Statements will be revised to further clarify the classification of liabilities as current or non-current and improve the information provided where the Council has a non-current liability with a covenant. These changes are not expected to significantly affect the amounts held in the Council's financial statements.

### **36. Critical judgements in applying Accounting Policies**

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

- The Council has also placed reliance on technical estimates supplied by third parties for the following:
  - Property valuations by Wilkes Head & Eve and Savills (UK) Limited
  - Pensions valuations by Hymans Robertson LLP

The council has received detailed reports from these sources outlining overall valuations and all the key assumptions, made in arriving at these final figures.

- Within the Council dwellings valuation there are several properties which are likely to be sold within the next 12 months under the Right to Buy Scheme. The Council does not classify these properties as "Held for Sale" as at the balance sheet date as these



properties are not actively marketed and nor is there any certainty as to which properties will be sold.

- There is a degree of uncertainty about the 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 or materially reduce levels of service provision
- Infrastructure assets are measured on a depreciated historical cost basis. However, the accounting rules that applied before 1 April 1994 mean that the carrying amount only reliably includes expenditure of acquisition and enhancement incurred after this date. Expenditure incurred before this date is only included to the extent that it had not been financed before the end of the 1993/94 financial year.

The Council has elected to take up a statutory override relating to the accounting for highways infrastructure assets. The update provides that for all statements of accounts that are currently open up to 2024/25, authorities are not required to report gross book value and accumulated depreciation for infrastructure assets, because the information is may not faithfully represent what it purports to represent. In accordance with the temporary relief offered by the Update to the Code on infrastructure assets the Note 17 does not include disclosure of gross cost and accumulated depreciation for infrastructure assets because historical reporting practices and resultant information deficits mean that this may not faithfully represent the asset position to the users of the financial statements.

- The Council has interests in other entities that fall within the group boundary of the Council on the grounds of control and significant influence in line with the Code. The Council's interests in Queensway Properties (Stevenage) LLP and Marshgate Ltd are material to the Council's overall financial position and therefore have been consolidated within the Council's group accounts.

### **37. 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 as at 31 March 2024 for which there are significant risk of material adjustments in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
<b>Pension Liability</b>	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied.	The effect of the pension liability asset for changes in individual assumptions can be measured. These are detailed in the Pensions Note 29.
<b>Property, Plant and Equipment</b>	To ascertain the balance sheet valuation of buildings and land held by the Council various estimation techniques can be used. The estimation technique used must be compliant with RICS standards and will be dependent on information available to the valuer.	In preparing the balance sheet valuations as at 31 March 2023 of community assets Depreciated Replacement Cost (DRC) has been used by the Council's external valuers (Wilks Head and Eve (WHE)) as they have extensive experience of valuing local authority assets. It should be noted that Balance sheet valuations are not used when determining the sale price of council assets and DRC can be impacted by high levels of cost inflation.
<b>Property, Plant and Equipment</b>	Assets are depreciated over useful lives that are dependent on assumptions regarding the level of repairs and maintenance that will be incurred in relation to each individual asset. The current economic climate makes it uncertain that the Authority will be able to sustain its current expenditure on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	Housing stock is split into elements including kitchens & bathrooms and the remaining element has an average useful life of 50 years. The asset life has an inverse effect with depreciation charge and will affect the in-year surplus of deficit of the HRA. The lower the asset life, the higher the depreciation charge; the higher the asset life, the lower the depreciation charge.
<b>Fair Value valuations</b>	The Authority owns a number of properties that have been valued based on rental yields.	If the Authority were to assess the security of the income streams more favourably, then the yield would increase giving a higher balance sheet valuation. The valuation would depend on the time of the expected rental income flows and rent increases specific to each asset.

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
<b>Provisions – NDR Appeals</b>	The Authority has a provision of £1.6Million for its share of the expected outcome of NDR appeals outstanding with the VOA as at 31 March 2024.	If 10% of the appeals that we have provided for were unsuccessful this would mean a reduction of £160k in the provision.
<b>Trade Debtors and Arrears</b>	At 31 March 2024, the Authority had a balance of trade debtors of £3.2Million. Against this debtors' balance, there is an impairment allowance of £1.2million. It is not certain that this impairment allowance would be sufficient as the Council cannot assess with certainty which debts will be collected or not. The economic impact of high inflation and cost of living crisis has made the estimation of debt impairment more difficult as there is more uncertainty about the economic viability of debtors and hence their ability to settle their	An understatement of doubtful debts would lead to a future adjustment and impairment to be reflected. The impairment allowances held are based on policies adapted to historic experience and success rates experienced in collection. The nature of the debt and service area have been considered. If collection rates were to deteriorate then the Council would need to review its policies on the calculation of its impairment allowance for doubtful debts.
<b>Arrears NDR</b>	The NDR arrears balance of £982k at the Balance Sheet date is deemed to be at risk of material adjustment within the next year due to current economic circumstances meaning that businesses are struggling to pay. A review of significant balances suggested that an impairment of doubtful debts of 74.5% (£732k) was appropriate. However, in the current economic climate it is not certain that such an allowance would be sufficient	If collection rates were to deteriorate further, for every 1% reduction in collection rates, an extra £653k would be required to be set aside as an allowance.

### 38. Going Concern

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

The provisions in the Code of Audit Practice in respect of going concern reporting requirements reflect the economic and statutory environment in which local authorities operate. These provisions confirm that, as authorities cannot be created or dissolved without statutory prescription, they must prepare their financial statements on a going concern basis of accounting. Local authorities carry out functions essential to the local community and are themselves revenue-raising bodies (with limits on their revenue-raising powers arising only at the discretion of central government).

If a council were in financial difficulty, the prospects are thus that alternative arrangements might be made by central government either for the continuation of the services it provides or for assistance with the recovery of a deficit over more than one financial year. As a result of this, it would not therefore be appropriate for local council financial statements to be provided on anything other than a going concern basis. Accounts drawn up under the Code, therefore, assume that a local council's services will continue to operate for the foreseeable future.

## Housing Revenue Account (HRA) Income & Expenditure Statement

The HRA Income and Expenditure Statement shows the economic cost in 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 charges rents to cover expenditure in accordance with regulations; this may be different from 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.

2022/23 £000		Note	2023/24	
			£000	£'000
	<b>Expenditure</b>			
10,784	Repairs & Maintenance		13,638	
14,522	Supervision & Management		14,634	
266	Rents, Rates, Taxes & Other Charges		518	
12,738	Depreciation & Impairment of Non-Current Assets - HRA Dwellings		12,506	
418	Depreciation & Impairment of Other Non-Current Assets		334	
0	Revaluation gains/losses		0	
402	Movement in the allowance for bad debts		368	
<b>39,130</b>	<b>Total Expenditure</b>			<b>41,998</b>
	<b>Income</b>			
(40,959)	Dwelling rents	HRA 1	(43,994)	
(358)	Non-dwellings rents		(776)	
(4,105)	Charges for Services & Facilities		(4,918)	
(562)	Contributions towards expenditure		(508)	
<b>(45,984)</b>	<b>Total Income</b>			<b>(50,196)</b>
<b>(6,854)</b>	<b>Net Cost of HRA Services as included in the Comprehensive Income &amp; Expenditure Statement</b>			<b>(8,198)</b>
1,107	HRA Services share of Corporate & Democratic Core			1,169
<b>(5,747)</b>	<b>Net income for HRA services</b>			<b>(7,029)</b>
(9,695)	Gain on sale of HRA Non-Current Assets			(2,017)
7,398	Interest payable			7,627
(903)	Interest receivable on revenue balances			(1,810)
(1,046)	Capital grants & Contributions receivable			(3,117)
487	Pension Interest and expected return on pension assets			34
<b>(9,506)</b>	<b>(Surplus)/Deficit for the year on HRA services</b>			<b>(6,312)</b>

## Movement on the HRA Statement

This statement takes the outturn on the HRA Income and Expenditure Statement and reconciles it to the surplus for the year on the HRA Balance, calculated in accordance with the requirements of the Local Government and Housing Act 1989.

2022/23		2023/24	
£000		£000	£000
<b>(28,144)</b>	<b>Balance on the HRA at the end of the previous year</b>		<b>(10,519)</b>
(9,505)	Deficit for the year on the HRA Income & Expenditure Statement	(6,312)	
9,886	Adjustment between accounting basis and funding basis under statute	6,296	
17,244	Transfer to earmarked reserves	(90)	
17,625	(Increase)/Decrease in year on the HRA		(106)
<b>(10,519)</b>	<b>Balance on the HRA at the end of the year</b>		<b>(10,625)</b>

## HRA 1. Gross Rent Income

Dwelling rents as shown on the HRA Income and Expenditure Statement is the total rent income due, excluding service charges and after an allowance is made for voids etc. During the year 1.97% of let-able properties were vacant (in 2022/23 figure was 1.55%). Average rents (52 weeks basis) - excluding service charges - were £111.44 a week in 2023/24 (£103.58 in 2022/23).

## HRA 2. Rent and Supported Housing Payment Arrears

During the year 2023/24 rent arrears as a proportion of gross rent income were 5.93% (6.15% in 2022/23).

The bad debts provision stood at £1,945,827 at 31 March 2024 (£1,828,882 at 31 March 2023).

2022/23		2023/24	
£'000		£'000	
2,847	Arrears at 31 March		2,982
-	Amounts written off during the year		251

### HRA 3. Housing Stock Numbers

The stock movement can be summarised as follows: -

2022/23 No.		2023/24 No.
7,958	Stock as at 1st April	7,943
(40)	Right to Buy Sales	(20)
27	New Build acquisitions	70
(3)	Demolitions	(79)
1	Conversions/other	1
<b>7,943</b>	<b>Stock at 31st March</b>	<b>7,915</b>
5,070	Houses	5,051
2,873	Flats	2,864
<b>7,943</b>	<b>Total</b>	<b>7,915</b>

The stock numbers disclosed above are properties that are in management and available to let.

### HRA 4. Non-Current Asset Valuations

#### Housing Stock

The total balance sheet value (£'000's) of the dwellings within the HRA can be summarised as follows: -

	£'000's
As at 31 March 2023	689,783
<b>As at 31 March 2024</b>	<b>696,242</b>
The Vacant Possession value of the dwellings as at 31 March 2024 was	1,828,726

The valuation of the dwellings in the Balance Sheet is on the basis of fair value, which is the market value on the assumption that the property is sold as part of the continuing enterprise in occupation. The difference between the Balance Sheet valuation and the higher valuation on the basis of Vacant Possession shows the economic cost of providing Council housing at less than open market rents.

Other noncurrent assets held by the HRA are detailed below:

31-Mar-23 £'000's		31-Mar-24 £'000's
31,395	Assets Under construction	27,667
486	Intangible Assets	604
869	Vehicles Plant & Equipment	3,145
<b>32,750</b>	<b>Total</b>	<b>31,416</b>

**HRA 5. Major Repairs Reserve (MRR)**

2022/23			2023/24	
£'000	£'000		£'000	£'000
	(22,874)	<b>Opening Balance as at 1st April</b>		(11,498)
		<b>Transfers to the MRR -</b>		
(12,738)		Depreciation of HRA Dwellings	(12,506)	
(418)		Depreciation of other HRA Assets	(334)	
	(13,156)			(12,840)
		<b>Transfers from MRR -</b>		
	24,532	Financing of HRA Capital Expenditure		18,423
	(11,498)	<b>Closing Balance as at 31 March</b>		(5,915)

**HRA 6. Capital Expenditure, Financing & Receipts**

2022/23		2023/24
£'000		£'000
	Capital Expenditure	
23,557	Major Repairs & Improvements	21,164
5,740	New Council Housing	5,284
713	Disabled Adaptations	862
357	Equipment	77
13,600	Assets under construction	10,181
<b>43,966</b>		<b>37,568</b>
	The Capital Expenditure was financed as follows:	
5,239	Capital Receipts	3,879
5,891	Retained 1 for1 receipts	2,090
24,533	Major Repairs Reserve	18,429
3,730	Grants and Contributions	5,324
4,573	New Borrowing (internal)	7,846
<b>43,966</b>		<b>37,568</b>

Total Capital Receipts in 2023/24 from the sale of property within the HRA can be summarised as follows:-

2022/23		2023/24
£'000		£'000
(6,057)	Right to Buy Sales	(3,326)
(3,422)	Other Land & Property *	(3,146)
<b>(9,479)</b>		<b>(6,472)</b>

\*Includes repayment of Right to Buy discounts



## Collection Fund Statement

The Collection Fund is an agent's statement that reflects the statutory obligation for billing authorities (Stevenage Borough Council) to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection of council tax from taxpayers and distribution to Hertfordshire County Council and Hertfordshire Police and the collection of NDR from businesses and distribution to the Government and Hertfordshire County Council.

2022/23			2023/24		
Council Tax £000	Business Rates £000	Total £000	Council Tax £000	Business Rates £000	Total £000
(56,365)		(56,365)	(59,616)		(59,616)
		0	(112)		(112)
	(44,595)	(44,595)		(44,364)	(44,364)
	639	639		(4,607)	(4,607)
<b>(56,365)</b>	<b>(43,956)</b>	<b>(100,321)</b>	<b>(59,728)</b>	<b>(48,971)</b>	<b>(108,699)</b>
<b>Income</b>			<b>Income</b>		
42,826	4,423	47,249	45,204	5,142	50,346
6,245		6,245	6,700		6,700
<b>6,317</b>	<b>17,691</b>	<b>24,008</b>	<b>6,540</b>	<b>20,568</b>	<b>27,108</b>
	22,114	22,114		25,709	25,709
	105	105		108	108
	49	49		2	2
116	123	239	249	24	273
180	(2)	178	389	(114)	275
	(5,057)	(5,057)		(818)	(818)
334	(936)	(602)	314	362	676
48		48	46		46
<b>50</b>	<b>(3,745)</b>	<b>(3,695)</b>	<b>46</b>	<b>1,448</b>	<b>1,494</b>
	(4,682)	(4,682)		1,810	1,810
<b>56,116</b>	<b>30,083</b>	<b>86,199</b>	<b>59,488</b>	<b>54,241</b>	<b>113,729</b>
(249)	(13,873)	(14,122)	(240)	5,270	5,030
(713)	9,151	8,438	(962)	(4,722)	(5,684)
(962)	(4,722)	(5,684)	(1,202)	548	(654)
<b>Expenditure</b>			<b>Expenditure</b>		
<b>Precepts, Demands and Shares</b>			<b>Precepts, Demands and Shares</b>		
<b>Charges to Collection Fund</b>			<b>Charges to Collection Fund</b>		
<b>Contribution in regard to previous year deficit/surplus</b>			<b>Contribution in regard to previous year deficit/surplus</b>		
<b>Movement on fund balance deficit/(surplus)</b>			<b>Movement on fund balance deficit/(surplus)</b>		
<b>Balance at beginning of year</b>			<b>Balance at beginning of year</b>		
<b>Balance at end of year</b>			<b>Balance at end of year</b>		

**CF 1. Council Tax**

Council tax income derives from charges raised according to the value of residential properties, which have been classified into 8 valuation bands estimating 1 April 1991 values for this specific purpose. Individual charges are calculated by estimating the amount of income required to be taken from the Collection Fund by Hertfordshire County Council, Hertfordshire Police Authority and the Stevenage Borough Council for the forthcoming year and dividing this by the council tax base (the total number of properties in each band adjusted by a proportion to convert the number to a Band D property equivalent and adjusted for discounts. In 2013/14 the local council tax support scheme was introduced and the band D equivalents was reduced to take into account the loss of income; (28,153.10 for 2023/24, 28,003.70 for 2022/23). The basic amount of council tax for a band D property £2,075.94 for 2023/24 (£1,977.88 for 2022/23) is multiplied by the proportion specified for the particular band to give an individual amount due.

Band	A (Disbld.)	A	B	C	D	E	F	G	H	TOTAL
<b>Properties</b>	0	1,697	6,786	21,639	3,324	3,214	944	432	15	38,051
<b>Exemptions</b>	0	-66	-160	-228	-34	-23	-9	-4	-4	-528
<b>Disabled Relief</b>	3	4	82	-79	22	-27	2	-5	-2	0
<b>Discounts (25%)</b>	2	1,149.85	4,159.66	6,534.57	803.53	575.34	132	57	1	13,414.95
<b>Discounts (50%)</b>	0	2	8	16	0	4	5	7	5	47
<b>Council Tax Support Scheme</b>	1.68	333.90	1,248.17	1,919.26	186.04	46.09	10.78	4.46	0	3,750.38
<b>Empty Homes Premium</b>	0	19	39	28	0	7	0	0	0	93
<b>Effective Properties</b>	0.82	1,035.30	4,515.74	17,843.44	2,977.74	2,983.08	890.72	400.79	6.25	30,653.88
<b>Proportions</b>	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
<b>Band D Equivalents</b>	0.46	690.20	3,512.24	15,860.84	2,977.74	3,645.98	1,286.59	667.98	12.50	28,654.53
<b>Council Tax Base</b>	<b>Band D equivalent multiplied by collection rate of 98.25%</b>									<b>28,153.1</b>

**CF 2. Non-Domestic Rates (NDR)**

The Government specified a multiplier of 51.2p in 2023/24 (51.2p in 2022/23) by which local businesses pay rates calculated by multiplying their rateable value by this amount (subject to the effects of transitional arrangements). The equivalent amount for small businesses was 49.9p in 2023/24 (49.9p in 2022/23). The rateable value for the Council's area is £124,299,301 at 31 March 2024 (£125,833,129 at 31 March 2023). The rateable value changes throughout the year due to increases and decreases in assessments.

In 2013/14 the business rate retention scheme was introduced by the Local Government Finance Act 2012. This scheme enables local authorities to retain a proportion of the business rates generated in their areas. Income generated by business rates is shared between the billing authority (Stevenage Borough Council), Central Government, and Hertfordshire County Council as shown in the Collection Fund Statement below. Liabilities and provisions arising from the NDR collection fund are also shared between the three and recognised in their accounts.

**CF 3. Allocation of Collection Fund (surpluses)/deficits**

The Council Tax surplus is allocated in proportion to the respective precepts, whereas the NDR surplus is allocated on fixed apportionment of Central Government 50%, Stevenage BC 40%, and Hertfordshire County Council 10%.

Council Tax £000	2022/23			2023/24		
	Business Rates £000	Total £000		Council Tax £000	Business Rates £000	Total £000
(744)	(472)	(1,216)	Hertfordshire County Council	(929)	55	(874)
(109)	0	(109)	Hertfordshire Police Authority	(138)	0	(138)
(109)	(1,889)	<b>(1,998)</b>	<b>Stevenage Borough Council</b>	(135)	219	<b>84</b>
0	(2,361)	(2,361)	Central Government	0	274	274
<b>(962)</b>	<b>(4,722)</b>	<b>(5,684)</b>		<b>(1,202)</b>	<b>548</b>	<b>(654)</b>

# Group

# Accounts 2023/24

These Group Accounts include the consolidation of the unqualified audited accounts of:

1. **Queensway Properties (Stevenage) LLP - Company number: OC424782**

Designated members Stevenage Borough Council (99.9%)  
Marshgate Limited (0.1%)

Registered office 3 Bunhill Row, London, EC1Y 8YZ

Auditors Moore NHC Audit Limited, First Floor  
73-75 High Street  
Stevenage  
Hertfordshire  
SG1 3HR

2. **Marshgate Ltd - Company number: 11649451**

Designated members Stevenage Borough Council (100%)

Registered office Daneshill House, Danestrete  
Stevenage  
Hertfordshire  
SG1 1HN

Auditors Moore NHC Audit Limited, First Floor  
73-75 High Street  
Stevenage  
Hertfordshire  
SG1 3HR

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## Group Accounts

### Introduction

To provide a full picture of the economic and financial activities of the Council and its exposure to risk the accounting statements of a material subsidiary are consolidated with the Council's accounts. They include the core accounting statements (movement in reserves statement, comprehensive income and expenditure statement, balance sheet and cash flow statement) presented in a similar manner to the Council's accounts. Further explanatory notes are given and these should be read in conjunction with the Council's (single entity) accounts.

Group accounts has been prepared under the requirement of the Code of Practice on Local Authority Accounting, consolidating and material subsidiary, associate or joint venture entities which the Council exercises control or influence.

On 7 November 2018 Stevenage BC formed a limited Liability Partnership called Queensway Properties (Stevenage) LLP (further referred to as Queensway LLP). The Council holds 99.9% of the partnership with the remaining 0.1% held by Marshgate Ltd, a company wholly owned by Stevenage Borough Council (incorporated on 30 October 2018). The purpose for establishing Queensway LLP was to facilitate the regeneration of 85-100 Queensway and 24-26 The Forum, a large element of the new town centre. The Council has entered a partnership with REEF and Aviva (the funding partner) to deliver a mixed-use redevelopment of the site including commercial, residential, and leisure uses. The Council has taken the head lease of the property from Aviva and sublet to Queensway LLP over a 37-year period.

Marshgate Ltd, the council's wholly owned housing company, using financing from Stevenage Borough Council, purchased ten dwellings on the open market and leases those to the HRA, to provide additional good quality local housing.

Both companies engaged Moore NHC Audit Limited to conduct the audit of the 2023/24 statement of accounts to ensure compliance with accounts filing deadlines – 31 December 2024.

## Group Accounts – Movement in Reserves Statement

### Movements in Reserves during 2023/24

	Council's Usable Reserves	Subsidiary Usable Reserves	Total Group Usable Reserves	Council's Unusable Reserves	Subsidiary Unusable Reserves	Total Group Unusable Reserves	Total Group Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Balance at 1 April 2023 Brought Forward</b>	(75,078)	4,183	(70,895)	(618,107)	-	(618,107)	(689,002)
<b>Total Comprehensive Expenditure and Income</b>	(3,633)	640	(2,993)	27,461	-	27,461	24,468
Adjustments between Accounting Basis and Funding Basis under Regulations	(675)	-	(675)	675	-	675	-
<b>(Increase)/Decrease in Year 2019/2020</b>	(4,307)	640	(3,667)	28,136	-	28,136	24,468
<b>Balance at 31 March 2024 Carried Forward</b>	(79,385)	4,822	(74,563)	(589,971)	-	(589,971)	(664,534)

## Movements in Reserves during 2022/23

	Council's Usable Reserves	Subsidiary Usable Reserves	Total Group Usable Reserves	Council's Unusable Reserves	Subsidiary Unusable Reserves	Total Group Unusable Reserves	Total Group Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Balance at 1 April 2022 Brought Forward</b>	(94,551)	3,653	(90,897)	(531,083)	0	(531,083)	(621,980)
Total Comprehensive Expenditure and Income	(7,430)	529	(6,901)	(60,121)	-	(60,121)	(60,121)
Adjustments between Accounting Basis and Funding Basis under Regulations	26,903	-	<b>26,903</b>	(26,903)		(26,903)	-
<b>(Increase)/Decrease in Year 2022/23</b>	<b>19,473</b>	<b>529</b>	<b>20,002</b>	<b>(87,024)</b>	<b>-</b>	<b>(87,024)</b>	<b>(67,021)</b>
<b>Balance at 31 March 2023 Carried Forward</b>	<b>(75,078)</b>	<b>4,183</b>	<b>(70,895)</b>	<b>(618,107)</b>	<b>-</b>	<b>(618,107)</b>	<b>(689,002)</b>



## Group Accounts – Comprehensive Income &amp; Expenditure Statement

2022/23			2023/24			
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Comprehensive Income and Expenditure Statement	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
7,193	(2,185)	5,008	Community Services	5,476	(2,369)	3,107
25,841	(22,770)	3,071	Housing Services	25,902	(23,571)	2,331
21,758	(9,010)	12,748	Environmental Services	24,834	(9,235)	15,599
61	0	61	Local Community Budgets	61	0	61
15,652	(14,107)	1,545	Resources	9,294	(7,576)	1,718
4,804	(2,699)	2,105	Resources - Support	3,368	(2,302)	1,066
39,156	(45,989)	(6,833)	Housing Revenue Account	41,998	(50,196)	(8,198)
1,410	(2,169)	(759)	Queensway Properties LLP and Marshgate Ltd	1,477	(1,990)	(513)
<b>115,875</b>	<b>(98,929)</b>	<b>16,946</b>	<b>Cost of Services</b>	<b>112,410</b>	<b>(97,239)</b>	<b>15,171</b>
		(9,289)	Other Operational Expenditure			5,368
		6,840	Financing & Investment Income and Expenditure			3,071
		(21,397)	Taxation & Non-Specific Grant Income			(26,603)
		<b>(6,901)</b>	<b>Deficit/(surplus) on Provision of Services</b>			<b>(2,993)</b>
		910	Deficit/(Surplus) on revaluation of Property, Plant and Equipment assets		9,585	
		(61,031)	Actuarial (gains)/losses on pension assets/liabilities		17,876	
		<b>(60,121)</b>	<b>Other Comprehensive Income and Expenditure</b>			<b>27,461</b>
		<b>(67,021)</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>24,468</b>

## Group Accounts – Group Balance Sheet

31/03/2023		31/03/2024	
£'000		£'000	£'000
895,951	Total Property, Plant & Equipment	893,776	
450	Heritage Assets	417	
25,500	Investment property	27,379	
777	Intangible Assets	1,045	
2,310	Long Term Investment	10	
1,612	Long Term Debtors	269	
<b>926,600</b>	<b>Total Long-Term Assets</b>		<b>922,896</b>
31,600	Short Term Investments	25,203	
1,790	Assets Held for Sale	3,338	
5,778	Inventories	7,697	
10,459	Short Term Debtors	13,351	
16,894	Cash and Cash Equivalents	6,170	
<b>66,521</b>	<b>Current Assets</b>		<b>55,759</b>
(236)	Short Term Borrowing	(422)	
(37,176)	Short Term Creditors	(16,308)	
(5,352)	Provisions	(4,361)	
<b>(42,764)</b>	<b>Current Liabilities</b>		<b>(21,091)</b>
(16,488)	Queensway Finance Lease	(16,206)	
(8,087)	Long term creditors	(5,237)	
(227,487)	Long term borrowing	(245,598)	
(5,882)	Long term borrowing (Queensway)	(5,788)	
(3,007)	Pension Liability	(19,835)	
(405)	Grants Receipts in Adv - Capital	(366)	
<b>(261,355)</b>	<b>Long Term Liabilities</b>		<b>(293,030)</b>
<b>689,002</b>	<b>Net Assets</b>		<b>664,534</b>
(70,895)	Total Usable Reserves		(74,563)
(618,107)	Unusable Reserves		(589,971)
<b>(689,002)</b>	<b>Total Reserves</b>		<b>(664,534)</b>

These financial statements are authorised by Clare Fletcher – Strategic Director (Chief Financial Officer) on 20 September 2024.



Clare Fletcher

## Group Accounts – Cash Flow Statement

2022/23	Cash Flow Statement	2023/24
£'000		£'000
(6,901)	Net (Surplus) or Deficit on the Provision of Services	(2,993)
(22,466)	Adjustments to Net (Surplus) or Deficit on the provision of Services for Non-Cash Movements	(14,561)
19,070	Adjustments for items in the Net (Surplus) or Deficit on the Provision of Services that are Investing or Financing Activities	22,371
<b>(10,297)</b>	<b>Net cash flows from Operating Activities</b>	<b>4,817</b>
24,078	Investing Activities	13,217
(11,277)	Financing Activities	(7,310)
<b>2,501</b>	<b>Net (Increase) or Decrease in Cash and Cash Equivalents</b>	<b>10,724</b>
19,397	Cash and cash equivalents at the beginning of the period	16,894
<b>16,894</b>	<b>Cash and Cash Equivalents at the End of Period</b>	<b>6,170</b>

## Group Accounts - Notes to the Group Accounts

The following notes are given below on areas that have materially changed in consolidating the accounts.

### G1. Accounting Policies

The Council has reviewed the accounting policies applied to Queensway LLP and Marshgate Ltd has concluded that there is no material adjustments required to align accounting policies of both entities.

The accounts for both subsidiaries have been consolidated with those of the Council on a line by line basis and any balances and/or transactions between the parties have been eliminated in full in both the Comprehensive Income and Expenditure account and Balance sheet.

### G2. Leases and Long Term Debt

Stevenage Borough Council has entered into a 37 year lease with Aviva, for properties 85 Queensway and 89-103 Queensway and 24-26 The Forum, Stevenage. The Council has in turn leased these properties to Queensway Properties LLP Hertfordshire under the same terms and conditions.

Upon consolidation £22Million of balances have been eliminated split between long and short term liabilities and assets - SBC debtor and QLLP creditor.

During 2022/23 and 2023/24, Marshgate Ltd borrowed £12Million from Stevenage Borough Council, to invest in housing within the borough. Upon consolidation this loan and the long term borrowing balances within the Marshgate Ltd accounts have been eliminated.

**G3. Group short term Debtors**

31-Mar-23		31-Mar-24
£'000		£'000
2,024	Trade Debtors	2,275
2,047	Prepayments	2,482
6,388	Other Debtors	8,594
<b>10,459</b>	<b>Total</b>	<b>13,351</b>

**G4. Group short term Creditors**

31-Mar-23		31-Mar-24
£'000	Creditors:	£'000
633	Trade Creditors	1,134
497	Accumulated leave	497
32,948	Other Creditors	11,908
3,098	Receipts in Advance	2,769
<b>37,176</b>	<b>Total Creditors</b>	<b>16,308</b>

**G5. Subsidiaries Summary Profit and Loss Account**

The following is summarised financial information for Queensway LLP (QLLP) and Marshgate Ltd (MG).

2022/23	2022/23		2023/24	2023/24
QLLP Net	MG Net		QLLP Net	MG Net
Expenditure	Expenditure		Expenditure	Expenditure
£'000	£'000		£'000	£'000
(2,169)	(60)	Turnover	(1,990)	(58)
284	-	Cost of Sales	388	-
<b>(1,885)</b>	<b>(60)</b>	<b>Gross (Profit)/loss</b>	<b>(1,602)</b>	<b>(58)</b>
1,126	69	Other operational costs/revenues	1,044	(34)
<b>759</b>	<b>(9)</b>	<b>Net Cost of Sales as included in the Group CIES</b>	<b>558</b>	<b>(92)</b>
1,288	-	Financing costs	1,268	-
<b>(529)</b>	<b>(9)</b>	<b>Net (Profit)/loss for the period</b>	<b>(710)</b>	<b>(92)</b>

**G6. Subsidiaries Summary Balance Sheet**

QLLP	MG		QLLP	MG
31-Mar-23	31-Mar-23		31-Mar-24	31-Mar-24
£'000	£'000		£'000	£'000
15,939	-	Tangible assets	15,437	-
-	1,333	Long Term Debtor	-	1,320

15,939	1,333	<b>Total Long Term Assets</b>		15,437	1,320
-	5,491	Inventories		-	7,553
841	98	Short Term Debtors	G7	412	79
2,189	4,997	Cash and Cash Equivalents		1,945	3,119
<b>3,030</b>	<b>10,585</b>	<b>Current Assets</b>		<b>2,357</b>	<b>10,751</b>
(800)	(2)	Creditors due in less than one year	G7	(692)	(70)
<b>(800)</b>	<b>(2)</b>	<b>Current Liabilities</b>		<b>(692)</b>	<b>(70)</b>
(16,473)	-	Finance Lease		(16,206)	-
(5,878)	(11,939)	Long term Borrowing		(5,788)	(11,931)
<b>(22,351)</b>	<b>(11,939)</b>	<b>Long Term Liabilities</b>		<b>(21,994)</b>	<b>(11,939)</b>
<b>(4,182)</b>	<b>(22)</b>	<b>Net Assets</b>		<b>(4,892)</b>	<b>70</b>
4,182	-	Partnership funds		(4,892)	-
-	22	Profit and loss reserves		-	(70)
<b>4,182</b>	<b>22</b>	<b>Total Funds</b>		<b>(4,182)</b>	<b>(70)</b>

### G7. Subsidiaries Short Term Debtors and Creditors

In the group accounts the transactions between the Council and Queensway LLP are eliminated.

QLLP 31-Mar-23	Marshgate 31-Mar-23		QLLP 31-Mar-24	Marshgate 31-Mar-24
£'000	£'000	Debtors due in less than one year	£'000	£'000
420	83	Trade Debtors	157	78
421	14	Other Debtors	255	1
841	97	<b>Total</b>	412	79

QLLP 31-Mar-23	Marshgate 31-Mar-23		QLLP 31-Mar-24	Marshgate 31-Mar-24
£'000	£'000	Debtors due in more than one year	£'000	£'000
-	1,333	Other Debtors	-	1,320

QLLP 31-Mar-23	Marshgate 31-Mar-23		QLLP 31-Mar-24	Marshgate 31-Mar-24
£'000	£'000	Creditors	£'000	£'000
(260)	-	Net obligations under finance lease	(267)	-
(446)	(2)	Trade Creditors	(331)	-
(94)	-	Other Creditors	(94)	(70)
<b>(800)</b>	<b>(2)</b>	<b>Total</b>	<b>(692)</b>	<b>(70)</b>

## Glossary of Terms

### 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

The actuarial assumptions have changed

### Agency Services

Services which are provided by the Council for another Local Authority or public body and the principal (the authority responsible for the service) reimburses the agent (the authority doing the work) for the cost of the work carried out.

### Amortisation

The measure of the cost or revalued amount of benefits of the intangible non-current asset that have been consumed during the period. Consumption includes the wearing out, using up or other reduction in the useful life of a non-current asset whether arising from use, effluxion of time or obsolescence through either changes in technology or demand for the goods and services produced by the asset.

### Appointed Auditors

Independent external auditors, that provide an audit opinion as to whether the Statement of Accounts shown are true and fair.

### Balances

In general, the surplus or deficit on any account at the end of the financial year. Often used to refer to an available surplus, which has accumulated over a number of past years.

### Budget

A statement defining in financial terms, the Council's policies over a specified period of time.

**Original Budget** the estimate for a financial year approved by the Council before the start of the financial year.

**Working Budget** – an updated revision of the original budget for the financial year approved at Executive Meetings and/or Council Meetings throughout the year

### Capital Expenditure

Expenditure on the acquisition of assets or works which have a long term value to the Council, either directly by the Council or indirectly in the form of grants to other persons or bodies. Expenditure which does not fall within this definition must be charged to a revenue account.

### Capital Receipts

The proceeds from the disposal of land or other assets which can be used to finance new capital expenditure (but not revenue spending). The Local Government Act 2003 introduced new provisions whereby a proportion of local authority housing capital receipts must be paid into the Government's National Pool (75% for Council houses and 50% for HRA land). This was amended for HRA receipts with changed with regard to the provision for new social housing ("one for one" receipts) and debt provision in 2012 following self-financing.

**Capital Financing Costs**

A charge to services to reflect the cost of assets used in the provision of the service.

**Code of Practice**

Code of Practice on Local Authority Accounting sets out the arrangements required to be followed in the Statement of Accounts. It constitutes 'proper accounting practice' and is recognised as such by statute.

**Community Infrastructure Levy**

The Community Infrastructure Levy (CIL) is a planning charge, introduced by the Planning Act 2008, as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area. The Levy was ratified on 29th February 2012 and applies to developments agreed after 1st April 2012.

**CIPFA**

Chartered Institute of Public Finance and Accountancy. The principal accounting body dealing with local government finance.

**Collection Fund**

Every billing authority (District/Borough Council) is required to maintain a Collection Fund into which is paid the Council Tax and National Non-Domestic Rates collected from the tax/rate payers. Payments are made from the Fund to the precepting authorities (County Council, Police Authority and District/Borough Council) whilst National Non-Domestic Rates income is passed to the Government.

**Community Assets**

Assets that the local authority intends to hold in perpetuity, that have no determinable useful life and that may have restrictions on their disposal. An example of a community asset would be parks.

**Contingent Asset**

A contingent asset is a possible asset arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain events not wholly within the Council's control.

**Contingent Liability**

A contingent liability is a possible liability arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain events not wholly within the local authority's control.

**Council Tax**

The property based tax by which Local Authorities and Police Authorities, raise revenue from the local community. All domestic properties have been valued and placed within eight bandings to which is applied the local rate assessed by the relevant authorities. A discount on charges is applied where dwellings are occupied by only one adult. Rebates are available to those Council Tax payers meeting the Government's criteria.

**Debt Charges**

The repayment of money borrowed from a third party. These payments usually include repayment of part of the loan as well as interest. Also known as capital financing costs or loan charges.

**Defined Benefit Scheme**

A pension or other retirement benefit scheme other than a defined contribution scheme. Usually, the scheme rules define the benefits independently of the contributions payable, and the benefits are not directly related to the investments of the scheme. The scheme may be funded or unfunded (including notionally funded).

**Depreciation**

The measure of the cost or revalued amount of benefits of the non-current asset that have been consumed during the period. Consumption includes the wearing out, using up or other reduction in the useful life of a non-current asset whether arising from use, effluxion of time or obsolescence through either changes in technology or demand for the goods and services produced by the asset.

**Earmarked Reserve**

These are funds that are set aside for a specific purpose, or a particular service, or type of service. Stevenage Borough Council refers to these as “allocated reserves” in budget reports.

**Exceptional Items**

Material items which derive from events or transactions that fall within the ordinary activities of the authority and which need to be disclosed separately by virtue of their size or incidence to give fair presentation of the accounts.

**Extraordinary Items**

Material items, possessing a high degree of abnormality, which derive from events or transactions that fall outside the ordinary activities of the authority and which are not expected to recur. They do not include exceptional items nor do they include prior period items merely because they relate to a prior period.

**Fees and Charges**

Income arising from the provision of services e.g. parking facilities, planning applications.

**General Fund**

The main revenue fund of the Council. Day to day spending on services is met from this fund. Spending on the provision of Council housing, however, must be charged to the separate Housing Revenue Account.

**Going Concern**

The concept that the authority will remain in operational existence for the foreseeable future, in particular that the Comprehensive Income and Expenditure Statement and Balance Sheet assume no intention to curtail significantly the scale of operations.

**Government Grants**

Assistance by government and inter-government agencies and similar bodies, whether local, national or international, in the form of cash or transfers of assets to an authority in return for past or future compliance with certain conditions relating to the activities of the authority.

**Heritage Assets**



Assets that are held and maintained principally for their contribution to knowledge and culture and are intended to be preserved in trust for future generations because of their cultural, environmental or historical associations.

**Housing Revenue Account (HRA)**

A separate account dealing with expenditure and income arising from the letting of Council dwellings. Expenditure includes supervision and management costs, repairs and capital financing charges. Income includes rent, Government subsidies and investment interest. It is a “ring fenced” (i.e. the transfer of amounts between the HRA and the General Fund is restricted by legislation).

**Impairment**

A reduction in the value of a non-current asset below its carrying amount on the Balance Sheet.

**Infrastructure Assets**

Expenditure on assets whose value is recoverable, e.g. roads footpaths, and bridges.

**Interest on Balances and from Investments**

The interest earned by investing the day to day surplus on the authority’s cash flow and balances in hand.

**Non Domestic Rates (NDR)**

A levy on businesses based on a notional rate in the pound (multiplier) set by Central Government and multiplied by the ‘rateable value’ (RV) of the premises they occupy. The amount depends on the RV assigned to the property by the District Valuer and the multiplier, which is uniform across the whole country.

The government compensates the council through a S31 grant for additional NDR reliefs announced in recent budgets

**Net Book Value**

The amount at which non-current assets are included in the balance sheet. This would be either the asset’s historic cost or current value less the cumulative amount provided for depreciation. It does not represent the sale value.

**Overheads**

Administration costs e.g. finance, personnel, information technology together with other central costs which cannot be allocated direct to services such as general expenses.

**Precepts**

Sums levied by District/Borough, County and Parish Councils and Police Authorities on the Collection Funds of billing authorities (Districts and Boroughs) and forming part of the overall demand for Council Tax.

**Public Works Loan Board (PWLB)**

A government agency established to provide long-term loans to local authorities to finance part of their capital expenditure.

**Rateable Value**

A value on all non-domestic properties subject to Non-Domestic Rates (NDR). The value is based on a notional rent that the property could be expected to yield and revaluations take place every five years.

**Related Parties**

For a relationship to be treated as a related party relationship there has to be some element of control or influence by one party over another, or by a third party over the two parties.

**Revenue Contributions to Capital Outlay**

Contributions from revenue to finance capital expenditure.

**Revenue Expenditure**

The day to day running costs incurred by the Council in providing its services.

**Retrospective Restatement**

Retrospective restatement of the financial statements will occur where there has been a change in accounting policy (unless there are specific transitional arrangements) or where material Prior Period errors have been identified. Correcting the recognition, measurement and disclosure amounts of elements of the financial statements as if a prior period error had never occurred. This is achieved by restating the comparative amounts for prior period(s) presented in which the error occurred or if the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net worth for the earliest prior period presented.

**Surplus**

An excess of income over expenditure (or assets over liabilities).

## Report of the External Auditors

To follow