

Annual Financial Report 2021-2022

Richard Bates, BA FCPFA
Executive Head of Finance & S151 Officer

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Waverley Borough Council – General Information

Council Offices: Council Offices, The Burys, Godalming, Surrey, GU7 1HR

Telephone: 01483 523333

Website: www.waverley.gov.uk

Councillors

Waverley Borough Council has 57 elected Councillors.

Leader Cllr P Follows
Deputy Leader Cllr P Clark

The Council is led by an Executive which, since the election on 2 May 2019, comprises the Leader of the Council and nine other Councillors to create a multi-party Executive. The Executive's responsibilities are divided into portfolios with each Member leading on a specific group of policy issues.

Portfolio Holders as at 31 March 2022

Business Transformation, IT and Customer Services	Cllr P Clark
Co-holder for Housing	Cllr N Palmer
Health, Wellbeing and Parks & Leisure	Cllr K Mirylees
Environment and Sustainability	Cllr S Williams
Co-holder for Housing	Cllr P Rivers
Enforcement, Operations and Brightwells	Cllr A MacLeod
Finance, Assets and Commercial	Cllr M Merryweather
Planning and Economic Development	Cllr L Townsend
Equities, Diversity, Inclusion and Community Safety	Cllr P Marriott

Management Board as at 31 March 2022

Chief Executive	Tom Horwood
Strategic Director and Section 151 Officer	Graeme Clark
Strategic Director	Annie Righton

External Auditors

Paul Cuttle
Grant Thornton UK LLP
30 Finsbury Square
London
EC1A 1AG

Narrative Report to the Statement of Accounts 2021-22

Waverley the Place

Waverley Borough is situated in South West Surrey and is a large rural borough characterised by beautiful countryside, distinctive towns and villages. Waverley is shaped by four distinct settlements; Godalming, Farnham, Haslemere and Cranleigh which bring high streets with character, protected green areas and a diverse business community. Waverley Borough Council (the Council) provides over 110 services to residents and visitors. In May 2019 Waverley held local elections and became 'no-overall control' with a multi-party collaborative Executive.

In accordance with the Council's commitment to openness, this Narrative Report to the Statement of Accounts presents an overview of the Council's finances for the financial year 1 April 2021 to 31 March 2022. It also shows how the Council has performed and identifies the challenges faced and aims to help readers understand the most significant issues reported in the accounts and how they relate to the Council's overall business.

To achieve its objectives the Council employs approximately 410 staff in full-time and part-time positions, including apprentices, in a wide variety of roles. The Council recognises the importance of investing in the development of its employees through staff development and training programmes to enable the delivery of a quality service.

The financial statements presented are those of the Council and its group entities, comprising Shottermill Recreation Ground Trust and the Ewart Bequest, reflecting the stewardship responsibility the Council has over these charitable funds. The Council is sole trustee for the Shottermill Recreation Ground Trust and the Ewart Bequest. The Shottermill Recreation Ground Trust owns the Haslemere Leisure Centre. The Ewart Bequest owns a small number of dwellings in Farnham that the Council manages and maintains.

Purpose/Services

As a local authority the Council's purpose is to deliver a wide range of services to the local community. It also provides and maintains some 4,816 Council houses.

Financial Headlines – the Council:

- Collected £120m of Council Tax of which £11m was kept by the Council to spend on services.
- Collected £27m of Business Rates from business rate payers, most of which was paid to the Government.
- Holds £678m in assets (including Council Dwellings) some of which generate income to help deliver services.
- Received no core Government grant in 2021/2022
- Ended the year within budget overall on General Fund and Housing Revenue Account (HRA) without needing to draw on the Covid budget contingency
- Spent £6m building or purchasing new Council-owned affordable rented homes for Waverley residents.

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Strategic objectives and Corporate Strategy

The Council provides its services under its overarching Corporate Strategy. The Corporate Strategy 2020-2025 was adopted by the Council in October 2020. The Corporate Strategy provides the Council with direction, priorities and key objectives. Objectives are delivered through annual service plans which are agreed with Members and monitored and reported regularly. The full Corporate Strategy 2020-2025 can be found on the Council's website www.waverley.gov.uk.

Key relationships with other parties for effective service delivery:

- Town and Parish councils
- Surrey County Council
- Guildford Borough Council as collaboration partner
- Community Organisations under Service Level Agreements
- Contractor partners, including waste collection, street cleaning, grounds maintenance, housing and the operation of the Council's leisure centres

Achievements in 2021/2022

The whole year was marked by the continuing challenge of supporting the community and public services during the global Covid-19 pandemic. The council team of councillors and officers has responded to this challenge with great dedication, commitment and professionalism. The social, economic and service consequences of the last two years continue, with regular pressure from Covid related services, particularly within our contracted waste and recycling service and renewed demand on Planning services. Performance in these high-profile services is improving, as can be seen in the qly performance reports. Key achievements include:

- Delivered the overall budget for 2021/2022 on target, with overspends in a couple of areas offset by surpluses in others.
- Agreed a budget for 2022/2023 with a clear strategy for addressing the medium-term budget shortfall including the impact of Covid-19 and economic impacts on the Council's finances.
- The 'Where Work Happens' project continues to provide a more flexible way of office working, taking advantage of the technology that we have used throughout the pandemic, but providing a better balance for customers and our workforce,
- Waverley council and community responded to the crisis in Ukraine via the Homes For Ukraine scheme.
- The start of Waverley's new kerbside collection service for unwanted textiles and small electricals.
- Continued to add high quality new dwellings to the Council's housing stock. In addition, the Council continues to work on a number of developments that will result in further new properties being available to tenants in the future.

Challenges facing the Council

Financial Pressures

- Impact of economy on 2022/2023 budget and the Medium-Term Financial Plan (MTFP) – see specific statements later in the Narrative report.
- Reducing government funding
- Uncertainty about future funding coming from the Government's Fair Funding Review and business rates proposals.
- Inflation on costs with further significant increases projected in 2022/2023.

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Other

- Demographic changes and the budget pressures of adult social care demands being felt by Surrey County Council and filtering down to Borough Councils.
- Government legislation on homelessness.
- Staff recruitment and retention in key professional roles.
- Local high house prices and demand for affordable housing.

Impact of Covid-19 Pandemic

Provision of Services

The outbreak of the Covid-19 pandemic had a significant impact on the Council and its finances. In response to the outbreak the Council adopted the objective of arranging its resources to support the immediate health, wellbeing and safety of local residents, particularly the vulnerable. The Council continued its Covid-19 response group to identify critical impacts on residents, businesses and council operations and determine actions to take to minimise these. The group also communicated the actions that were taken to councillors, residents, contractor and appropriate agencies. This work linked with that of the Local Resilience Forum at a Surrey Level.

The Council's MTFP was reassessed in February 2022 in light of the known and anticipated financial impact of Covid-19 and rising costs. Given the significant uncertainty being experienced, robust budget monitoring has been undertaken to ensure further corrective action is taken quickly if necessary.

The Council already had a transformation programme under way to deliver efficiencies and savings through a number of work streams and projects. A number of these initiatives were accelerated or given greater priority to help mitigate the impact on the Council's finances. The Capital Strategy was reviewed alongside the MTFP update in February 2022 to reflect the current regulatory framework and Waverley's post-covid capital plans.

Covid-19 support

I have summarised below details of how Waverley continued to respond to the impact of Covid on its community in terms of financial support including the administration of the various grants and reliefs administered on behalf of central government. This includes both principal and agent transactions to give a fuller picture of the local authority's activity, than reported in the accounting statements.

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Grant	Agency - Paid out on behalf of govt £'000	Principal - Utilised by Council £'000	Total Grant £'000
Business Support, Omicron, Local Restrictions Grants & Additional Restriction Grants	6,188	2,957	9,145
NHS - Test & Trace Scheme	114	181	232
Covid-19 Local Authority Support Grant		457	457
Sales, Fees & Charges Compensation Scheme		346	346
Contain Outbreak Grant		728	728
Clinically Extremely Vulnerable		103	103
Household Support Fund		236	236
Homelessness - Protect & Vaccinate		12	12
Election Covid-19 support		29	29
Reopening Highstreets Safely Fund		139	139
Covid-19 Response supplemental service		116	116

Annual Governance Statement

The Annual Governance Statement (AGS), which is detailed later in the financial statements, documents the Council's approach to governance and ensures there are robust rules, systems and information available for managing and delivering services to the local community. The AGS also identifies any issues arising in the year and details actions taken to address them. There have been no significant changes in governance arrangements during the year.

The Council's Audit Committee provides oversight of the arrangements for financial governance as well as the management of risk. The Audit Committee considers any emerging governance matters at each of its meetings.

Financial Performance

The Council has a good track record of sound financial management as endorsed annually by its external auditors.

The Council has a number of short, medium and long-term plans to direct resources into service delivery and outcomes that fulfil its strategic and operational objectives for meeting the needs of the community.

Narrative Report to the Statement of Accounts 2021-22

These plans comprise:

Capital Strategy	Brings together the Council's detailed policies, procedures and plans relating to cash investments and property assets.
Medium Term Financial Plan	Sets out the pressures and opportunities over the next four years and strategy to address the forecast funding shortfall to ensure there will be sufficient resources for service delivery.
Annual revenue budget	To allocate resources to provide services during the year.
Capital programme and projects	Delivery of projects for longer term benefits including income generation. The Council has a three-year rolling capital programme.

The key resources on which the Council depends are:

Financial Resources

- Local taxation
- Income raised from fees & charges and property rents
- Grants

Non-Financial Resources

- Skilled and experienced staff
- Partnerships with other organisations
- Information sharing

Revenue expenditure for year

Through sound financial management and budgetary control during 2021/2022 the Council has again maintained service delivery without cuts. The outturn position for 2021/2022 was reported to the Executive and Council in July 2022 [Outturn Report](#)

In 2021/2022 Council spending on General Fund Services reported an overall saving against approved budget of £687,000 (5%) against an approved net budget of £13.7 million, of which £236,000 has been approved for carry forward to 2022/2023 leaving a net underspend of £452,000 in 2021/2022. The main contributors to this are:

- Additional Car Park income
- Staff savings through deferred recruitment
- Additional Government Covid-19 grant support

The finances for the Council's council houses are maintained in a ring-fenced account called the Housing Revenue Account (HRA). The HRA has an agreed 30-year Business Plan. Revenue spend for the year was within budget.

The cost of providing services is detailed in the Comprehensive Income and Expenditure Statement at page 13 and shown in table 1. Below:

Narrative Report to the Statement of Accounts 2021-22

Table 1.	Gross Expenditure	Gross Income	Net Expenditure
	£'000	£'000	£'000
General Fund			
Policy and Governance	5,047	(806)	4,241
Planning & Economic Development	5,809	(1,749)	4,060
Business Transformation	724	(50)	674
Finance and Property	23,686	(21,673)	2,195
Commercial Services	6,885	(2,907)	3,978
Environmental Services	14,361	(10,049)	4,312
Housing Delivery & Communities	3,793	(1,901)	1,892
Housing Revenue Account	17,409	(30,250)	(12,841)
Subsidiaries (Trusts)	400	(82)	318
Net Cost of Services	78,296	(69,467)	8,829

Capital Spend

Spend on the Council's assets totalled some £10.8 million:

Table 2.	Actual
	£'000
House Renovation Grants mainly for disabled people	660
Information Technology to support customer services	150
Recreation, Countryside and Leisure facilities	296
Other minor capital expenditure	82
Property	164
New Affordable Homes	4,832
Improving Council Homes	4,589
Total Capital Spend	10,772

Risks and Opportunities

The Council has a risk management strategy in place to identify and evaluate risk. This strategy is subject to regular review and updating. Through understanding risk, the Council is able to support better decision making and identify opportunities, as well as threats, in relation to future service provision. The risk register shows the high-level risks that could prevent the Council from achieving its corporate aims and objectives and includes mitigation against these risks as well as a risk rating and impact assessment.

The key themes, being the most significant to the Council in achieving its Corporate Strategy objectives are:

- On-going impact of Covid-19 pandemic, including the economic implications
- Finance – Medium Term Financial Plan and addressing the projected budget gap
- Deliver housing options for people in need of affordable housing
- Achieving sustainable housing needs for the future
- A sense of responsibility for our environment, promoting biodiversity and protecting our planet
- Responsible planning and supporting place-shaping and local engagement in planning policy

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- Promoting the use of environmentally sustainable transport options, including reducing the need to travel and supporting the use of electric vehicles
- Promoting a business-friendly culture that supports local businesses and helps those wanting to locate to the borough
- Delivering a Property Investment Strategy that supports the local economy, while providing additional income to the Council
- Ensuring the council operates in an open, democratic manner where all residents feel valued and able to contribute

Looking ahead, the following are some key areas of risk and opportunity for the coming year:

- Mitigating the cost-of-living crisis and its impact on local residents and on the council, in terms of reducing income and higher costs associated with the rapid rise in inflation.
- Support to the community and to our Ukrainian guests amid the uncertainty of the war, and the associated increase in homelessness presentations.
- The inspection in July for the draft Local Plan Part 2.
- Challenges to our carbon neutral action plan from economic and supply chain pressures.
- Performance recovery as we move away from the initial immediate effects of the pandemic and lockdowns to whatever the 'new normal' will be.
- The potential for higher staff turnover, as we see in many organisations, pent-up during the pandemic, with recruitment and retention being key. Impact on services and cost of agency cover will be under close management scrutiny.
- Implementing the council resolution on the creation of the Joint Management Team with Guildford Borough Council.
- Draw in external funding for revenue and capital across all services utilising the new corporate funding officer post
- Protecting the Council from the heightened cybercrime risk
- Housing rent constraints, inflation on costs and affordability will be a key consideration in the ongoing HRA business plan strategic review which will be reported to members in the autumn

There are a range of risks associated with the delivery of the 2022/23 budget and forward financial plan aims. This includes the achievement of the various saving/efficiency programmes in place to address the budget shortfall, these are particularly important to identify given the uncertainty in the estimates and local economy caused by the pandemic and rising costs. A summary of the risks to Waverley's finances is included below:

- Impact of high and rising inflation of the Council's finances, service demand and the community. It is proposed to set up a special task force to monitor this impact throughout the year
- Achieving savings targets and the uncertainty in the estimates and local economy caused by the pandemic
- Limited ability to manoeuvre given that the Council does not have significant non earmarked reserves
- One off adverse impacts such as planning appeals, judicial reviews
- Negative Government grant and the Fair Funding Review
- Government constraints on key income areas widen the service deficits as costs rise
- Reliance on Council Tax increase, planning, building control and rents income – affected by Government policy, economy and local political decision making

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Financial Statements

This Narrative Report accompanies the Statement of Accounts. The Statement of Accounts sets out the Council's income and expenditure for the year and its financial position at 31 March 2022. The Statement of Accounts, which comprises statements and disclosure notes, has been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom issued by the Chartered Institute of Public Finance and Accountancy (CIPFA), and complies with International Financial Reporting Standards (IFRS).

The statement of accounts is subject to external audit scrutiny and opinion. This Narrative Report and the Annual Governance Statement, whilst outside the scope of this certification, are considered by the external auditors to confirm in their opinion they are materially consistent with their knowledge of the Council.

The Core Financial Statements are:

The **Comprehensive Income and Expenditure Statement** (page 13) which records all the Council's income and expenditure for the year based on the organisational structure under which it operates and manages its services. The top half of the statement provides an analysis by service area. The bottom half of the statement deals with corporate transactions and funding.

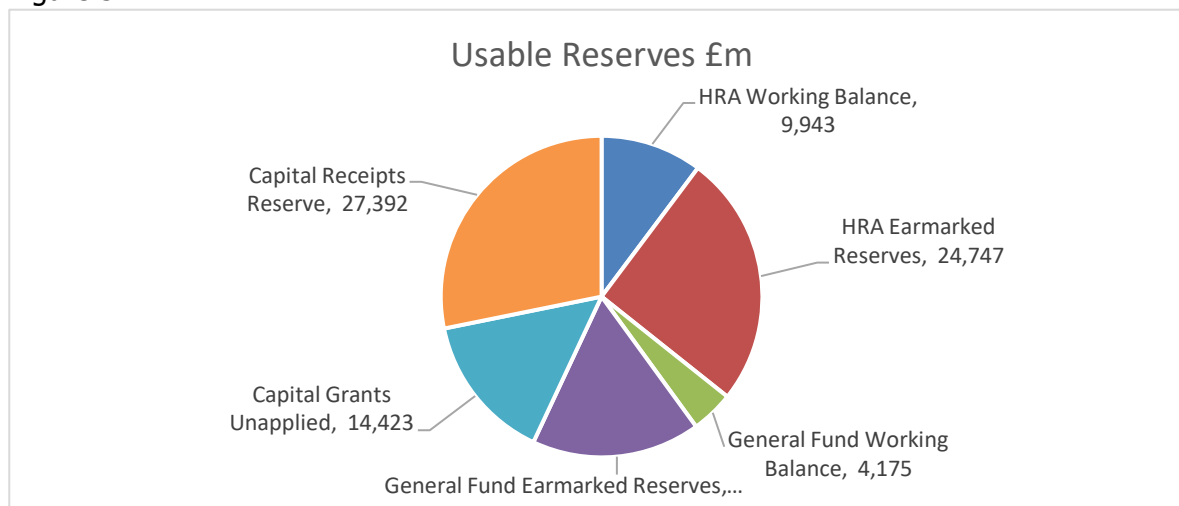
The **Movement in Reserves Statement** (page 15) shows movement in the year on the different reserves held by the Council, analysed into 'usable' reserves, those that can be applied to fund expenditure, invest in capital projects or service improvements and 'unusable' reserves which reflect the value of the Council's non-current assets (Property, Plant and Equipment, Investment Property, Heritage Assets and Intangible Assets) and are not available to be spent.

Usable reserves are maintained at prudent levels and are subject to any statutory limitations on their use. The Council's Financial Strategy and HRA Business Plan set out approved minimum levels of working balances at £3.2million for the General Fund and £2million for the Housing Revenue Account.

The **Balance Sheet** (page 17) shows the value, as at the balance sheet date, of the Council's assets, liabilities, cash balances and reserves.

The Council has usable reserves of £97.2million as at 31 March 2022 which are summarised in figure 3. below.

Figure 3.



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The **Cash Flow Statement** (page 18) shows the changes in actual cash and cash equivalents during the year and whether that change is due to operating activities, new investment, or financing activities (such as the repayment of borrowing).

The **Housing Revenue Account** (page 81) details the expenditure, funded from rents, on the Council's statutory landlord function as a provider of social housing under the Local Government and Housing Act 1989.

The **Collection Fund** (page 89) summarises the collection of Council Tax and Business Rates and the redistribution to preceptors, the Government, and the Council's General Fund.

Measuring Performance in 2021/2022

The Council measures and monitors performance in a number of ways:

- ❖ At a **strategic** level the Council sets out its objectives in the Corporate Strategy and measures performance against these objectives.
- ❖ At a **service level** the three yearly rolling Service Plans are prepared, with an annual review process in the Autumn, setting out the service specific actions that underpin the delivery of the Corporate Strategy goals. Progress on Service Plans actions is reported to service specific Overview & Scrutiny Committees. The current plans cover the period from 2020-2023 and at the end of the second year (March 2022)
- ❖ At an **operational** level the Council uses a set of key performance indicators to monitor performance in services such as housing, environment, planning and leisure. The final performance figures for 2021/2022 were reported to the Overview and Scrutiny Committees in June and the Executive in July. [Performance Report 21-22](#)
- ❖ At an **individual** level the Council operates a system of personal performance reviews which set objectives and assess performance against objectives.
- ❖ Management of cash flow is monitored during the year with a target of achieving an average daily cash balance of less than £25,000.

Looking ahead – addressing the financial challenges

As Chief Financial Officer I consider that, under the circumstances, the Council is well placed to face the challenges ahead given the Council's approved financial plan and its track record responding to budget pressures. Despite the substantial financial and operational challenges faced by the Council since March 2020 due to Covid-19, officers have worked closely with councillors to understand the issues and agree sensible, deliverable mitigation measures.

In the light of continued financial pressure from government cuts and the impact of new legislation the Council must adapt to the challenges and changes ahead. The Council has developed plans which include focusing on strengthening resilience in operations and policies including financial and staffing resilience. The budget strategy comprising a multi-programme approach to cost saving and income generation will put the Council in a stronger position to withstand the financial challenges it faces in the future.

The medium- and long-term strategies and plans to address any future funding shortfalls include:

- Cost savings from better procurement
- Cost savings from collaboration with Guildford Borough Council, with a combined Chief Executive and Senior Management Team approved in July 2021

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- More commercial approach and explore new and increased income opportunities
- Business transformation and customer service improvement
- Property income
- Council tax increases

The Council's aim is to continue to provide high quality services and replace diminishing traditional resources with alternative sources of income whilst also reducing its cost base.

To use its resources to maximum effect the Council will continue to:

- Strengthen its approach to risk management while also recognising this may bring opportunities to try new ventures and ways of working.
- Spend appropriately to keep its assets fit to maintain service delivery.
- Consider different or innovative ways of delivering services including partnership working where appropriate.
- Improve performance and project management.
- Review all services and their budgets to identify areas of further efficiency and value.



Richard Bates,
Executive Head of Finance & S151 Officer

Dated: 31 October 2023

Statement of Responsibilities for the Statement of Accounts

The Council's responsibilities

The Council is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Council, that officer is the Executive Head of Finance (Chief Finance Officer and Section 151 Officer);
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- approve the Statement of Accounts.

The Chief Finance Officer's responsibilities

The Executive Head of Finance (Chief Finance Officer and Section 151 Officer) is responsible for the preparation of the Council's Statement of Accounts in accordance with proper practices as set out in the CIPFA (Chartered Institute of Public Finance and Accountancy) *Code of Practice on Local Authority Accounting in the United Kingdom* (the Code).

In preparing this Statement of Accounts the Chief Finance Officer has:

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

The Chief Finance Officer has also:

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

We certify that the Statement of Accounts gives a true and fair view of Waverley Borough Council's financial position at 31 March 2022 and of its income and expenditure for the year then ended.

Richard Bates
Executive Head of Finance & S151
Officer
Dated: 31 October 2023

Councillor Julian Spence
Audit & Risk Committee (Chairman)
Dated: 31 October 2023

Financial Statements

Group Comprehensive Income and Expenditure Statement

Group Movement in Reserves Statement

Group Balance Sheet

Group Cash-Flow Statement

Group Comprehensive Income and Expenditure Statement (CIES)

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation or rents. Local 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.

2020/2021			2021/2022			
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000		Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
Continuing Operations						
General Fund						
4,188	(462)	3,726	Policy and Governance	5,047	(806)	4,241
5,076	(2,082)	2,994	Planning and Economic Development	5,809	(1,749)	4,060
(2,052)	(139)	(2,191)	Business Transformation	724	(50)	674
25,277	(23,187)	2,090	Finance and Property	23,868	(21,673)	2,195
8,933	(3,292)	5,641	Commercial Services	6,885	(2,907)	3,978
13,941	(8,056)	5,885	Environmental Services	14,361	(10,049)	4,312
2,464	(1,683)	781	Housing Delivery and Communities	3,793	(1,901)	1,892
17,042	(29,690)	(12,648)	Housing Revenue Account (p82)	17,409	(30,250)	(12,841)
(1,392)	(86)	(1,478)	Subsidiaries (Trusts)	400	(82)	318
73,477	(68,677)	4,800	Net Cost of Services	78,296	(69,467)	8,829
Other Operating Expenditure						
		3,530	Precepts of Parish/Town Councils			3,671
		759	Contribution of Housing Capital Receipts to Government Pool			894
		1,693	(Gain)/Loss on disposal of non-current assets			(5,338)
Financing and Investment Income and Expenditure						
		5,439	Interest payable and similar charges			5,326
		1,512	Pension Interest Cost & Expected Return on Pension Assets (note 36)			1,623
		(660)	Interest and Investment Income			(503)
		(3,558)	Investment Properties (note 16)			(3,789)
		29	Impairment Losses (Financial Assets)			290
Taxation and Non-Specific Grant Income & Expenditure						
		(13,856)	Council Tax income			(14,481)
		(2,043)	Business Rates income and expenditure (note 10)			(2,338)
		(5,510)	Non-ringfenced Government grants (note 11)			(1,968)
		(3,054)	Capital grants and contributions			(6,517)
		(10,919)	(Surplus)/Deficit on Provision of Services			(14,301)
		(19,243)	(Surplus)/Deficit on revaluation of non-current assets (p64)			(61,974)
		12,515	Remeasurement on Pension Fund Assets & Liabilities (p75)			(19,252)
		(6,728)	Other Comprehensive Income and Expenditure			(81,226)
		(17,647)	Total Comprehensive Income and Expenditure			(95,527)

Reconciliation of the Single Entity Surplus for the Year to the Group Surplus

This reconciliation statement summarises the difference between the outturn on the Group Comprehensive Income and Expenditure Statement and the Single Entity (Surplus) or Deficit.

The role of this reconciliation is to show how the various group entities have contributed to the overall (Surplus)/Deficit on the Group Comprehensive Income and Expenditure Statement.

2020/2021		2021/2022
£'000		£'000
4,800	Group Net Cost of Services	8,829
	Less Subsidiary transactions:	
	Net cost of Services	
1,461	Shottermill Recreation Ground	(337)
17	Ewart Bequest	19
6,278	Single Entity Net Cost of Services	8,511
(15,719)	Group Other Income and Expenditure	(23,130)
	Less Subsidiary transactions:	
2	Shottermill Recreation Ground	1
16	Ewart Bequest	9
(15,701)	Single Entity Other Income and Expenditure	(23,120)
(9,423)	(Surplus)/Deficit for the year on the Single Entity Comprehensive Income and Expenditure Statement	(14,609)
(10,919)	(Surplus)/Deficit on Provision of Services - Group (page 13)	(14,301)
1,496	Less Subsidiary transactions (identified above)	(308)
(9,423)	(Surplus)/Deficit for the year on the Single Entity Comprehensive Income and Expenditure Statement	(14,609)

Group Movement in Reserves Statement 2021/2022

This Statement shows the movement in the year on the different reserves held by the Council, analysed into 'usable' reserves (i.e. those that can be used 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 and rents for the year. The Net (Increase)/Decrease line shows the statutory General Fund Balance and Housing Revenue Account Balance movements in the year following those adjustments.

	General Fund Balances	Usable Reserves Housing Revenue Account Balances	Capital Receipts Reserve	Capital Grants Unapplied Account	Total Usable Reserves	Total Unusable Reserves See note 25	Total Authority Reserves	Trust Reserves	Total Group Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Balance at 31 March 2021	(25,600)	(36,030)	(22,150)	(8,553)	(92,333)	(289,618)	(381,951)	(16,890)	(398,841)
Movement in reserves during 2021/2022									
Total Comprehensive Income and Expenditure	(5,514)	(9,095)	0	0	(14,609)	(80,369)	(94,978)	(549)	(95,527)
Adjustments between accounting basis and funding basis under regulations (note 8)	10,437	10,434	(5,242)	(5,870)	9,759	(9,759)	0		0
(Increase)/Decrease in 2021/2022	4,923	1,339	(5,242)	(5,870)	(4,850)	(90,128)	(94,978)	(549)	(95,527)
Balance at 31 March 2022 (carried forward)	(20,677)	(34,691)	(27,392)	(14,423)	(97,183)	(379,746)	(476,929)	(17,439)	(494,368)

Group Movement in Reserves Statement 2020/2021 - comparative information

	General Fund Balances	Usable Reserves Housing Revenue Account Balances	Capital Receipts Reserve	Capital Grants Unapplied Account	Total Usable Reserves	Total Unusable Reserves See note 25	Total Authority Reserves	Trust Reserves	Total Group Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Balance at 31 March 2020	(14,728)	(32,000)	(23,781)	(5,791)	(76,300)	(291,321)	(367,621)	(13,516)	(381,137)
Movement in reserves during 2020/2021									
Total Comprehensive Income and Expenditure	(5,474)	(4,006)	0	0	(9,480)	(4,850)	(14,330)	(3,374)	(17,704)
Adjustments between accounting basis and funding basis under regulations (note 8)	(5,398)	(24)	1,631	(2,762)	(6,553)	6,553	0		0
(Increase)/Decrease in 2020/2021	(10,872)	(4,030)	1,631	(2,762)	(16,033)	1,703	(14,330)	(3,374)	(17,704)
Balance at 31 March 2021 (carried forward)	(25,600)	(36,030)	(22,150)	(8,553)	(92,333)	(289,618)	(381,951)	(16,890)	(398,841)

Group Balance Sheet as at 31 March 2022

The Balance Sheet shows the value as at the 31 March of the assets and liabilities of the Council. The net assets (assets less liabilities) of the Council are matched by the reserves held by the Council. Reserves are reported in two categories. The first category is usable reserves, i.e. those reserves that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and to any statutory limitations on their use. The second category is those that the Council is not able to use to provide services. This category of reserves is called unusable reserves (see note 25).

31 March 2021

Group £'000		Note	Single Entity £'000	31 March 2022 Subsidiaries (Trusts) £'000	Group £'000
	Property, Plant and Equipment	12			
465,249	Council Dwellings		511,173		511,173
75,443	Other Land and Buildings		70,711	15,762	86,473
2,180	Vehicles, Plant and Equipment		1,934	40	1,974
617	Infrastructure Assets		576		576
218	Community Assets		218		218
590	Assets Under Construction		5,793		5,793
544,297			590,405	15,802	606,207
37,675	Investment Property	16	39,986		39,986
1,144	Heritage Assets		1,144		1,144
306	Intangible Assets		328		328
15,044	Long Term Investments	17	30,125		30,125
598,466	Total Long-Term Assets		661,988	15,802	677,790
	Current Assets				
46,202	Short Term Investments	17	50,137		50,137
7	Inventories		8		8
20,127	Short Term Debtors	21	12,837	0	12,837
23,827	Cash and Cash Equivalents	22	31,382	1,645	33,027
90,163	Total Current Assets		94,364	1,645	96,009
688,629	Total Assets		756,352	17,447	773,799
	Current Liabilities				
(5,055)	Short Term Borrowing	17	(8,067)		(8,067)
(30,975)	Short Term Creditors	23	(39,623)	(8)	(39,631)
(1,888)	Provisions	17&37	(1,644)		(1,644)
(3,443)	Cash and Cash Equivalents	22	(4,495)		(4,495)
(41,361)	Total Current Liabilities		(53,829)	(8)	(53,837)
	Long-Term Liabilities				
(166,330)	Long-term Borrowing	17	(158,332)		(158,332)
(79,999)	Pensions Liability	36	(64,852)		(64,852)
(2,098)	Capital Grants Receipts in Advance		(2,410)		(2,410)
(248,427)	Total Long-Term Liabilities		(225,594)	0	(225,594)
398,841	Net Assets		476,929	17,439	494,368
	Financed by:				
(93,967)	Usable Reserves	24	(97,183)	(1,637)	(98,820)
(304,874)	Unusable Reserves	25	(379,746)	(15,802)	(395,548)
(398,841)	Total Reserves		(476,929)	(17,439)	(494,368)

Group Cash-Flow Statement

The Cash-Flow statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing or 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, grant income or from 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.

2020/2021

£'000		Single Entity £'000	2021/2022 Subsidiaries (Trusts) £'000	Group Total £'000
	Note			
(10,919)	Net (Surplus)/Deficit on the Provision of Services *	(14,715)	308	(14,407)
(26,193)	Adjustments to net (surplus) or deficit on the provision of services for non-cash movements	26 (19,966)	(311)	(20,277)
6,622	Adjustments for items included in the net (surplus) or deficit on the provision of services that are investing and financing activities	26 15,347		15,347
<u>(30,490)</u>	Net Cash-flows from Operating Activities	<u>29 (19,334)</u>	<u>(3)</u>	<u>(19,337)</u>
6,949	Investing Activities	27 18,692	0	18,692
17,981	Financing Activities	28 (7,609)		(7,609)
<u>(5,560)</u>	Net (increase)/decrease in Cash and Cash Equivalents	<u>(8,251)</u>	<u>(3)</u>	<u>(8,254)</u>
14,767	Cash and Cash Equivalents at the beginning of the reporting period	18,742	1,642	20,384
20,384	Cash and Cash Equivalents at the end of the reporting period	22 26,887	1,645	28,532
<u>5,617</u>	Movement in Cash increase/(decrease)	<u>8,145</u>	<u>3</u>	<u>8,148</u>

* See Group Comprehensive Income and Expenditure Statement page 13 and 14.

For notes on the Group Cash-Flow Statement see notes 26-29.

Notes to the Financial Statements

1. Statement of Main Accounting Policies

1.1 General Principles

The Statement of Accounts summarises the Council's consolidated group account transactions for the 2021/2022 financial year and its position at the year-end on 31 March 2022. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015, which those Regulations require to be prepared in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2021/2022 (the Code), supported by International Financial Reporting Standards (IFRS).

The Statement of Accounts have been prepared on a going concern basis of accounting on the assumption that the functions of the Council will continue in operational existence for the foreseeable future.

The Chief Finance Officer reviews the Accounting Policies to give assurance that there are no material changes to those previously approved for the financial year.

The Group Accounts consolidate the accounts of the Shottermill Recreation Ground Trust and the Ewart Bequest (see 1.22). The accounts for these Trusts are prepared in accordance with The Charities Act 2015, and applicable regulations.

The accounting convention adopted in the Statement of Accounts is historical cost with the exception of the revaluation of certain categories of non-current assets and financial instruments.

The notes to the accounts represent the single entity accounts but have been supplemented by additional notes incorporating group transactions where the activity is material.

1.2 Accruals of Income and Expenditure

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

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.

- Interest payable on borrowings and receivable on investments is accounted for on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract. However, as the Council borrowings and investments are either of a short duration or have fixed-interest rates, the 'effective interest rate' accounting method is generally equal to the fixed contractual cash flows on a single investment.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded on the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected. The de minimis for the accrual of a single item is £1,000.
- Revenue from council tax and business rates is measured at the full amount receivable (net of any impairment losses) as they are non-contractual, non-exchange transactions and there can be no difference between the delivery and payment dates.
- Where the amount of an item of revenue or expenditure relating to the financial year is not known at the 31 March, estimation techniques are applied to ensure that the accounts reflect the most likely position.

1.3 Council Tax and Business Rates

Billing authorities act as agents, collecting Council Tax and Business Rates on behalf of the major preceptors (including Central Government for Business Rates), and as principals, collecting Council Tax and Business Rates for themselves. Billing authorities are required by statute to maintain a separate fund (the Collection Fund) for the collection and distribution of amounts due in respect of Council Tax and Business Rates. Under the legislative framework for the Collection Fund, billing authorities, major preceptors and central government share proportionately the risks and rewards that the amount of Council Tax and Business Rates collected could be less or more than estimated.

Accounting for Council Tax and Business Rates

The Council Tax and Business Rates income included in the Comprehensive Income and Expenditure Statement (CIES) is the Council's share of accrued income for the year. Regulations, however, determine the amount of Council Tax and Business Rates that must be included in the Council's General Fund. The difference, therefore, 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 Council Tax and Business Rates relating to arrears, impairment allowances for bad 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 the statutory arrangements will not be made (fixed or determinable payments), the asset is written down and a charge

made to the Collection Fund. The impairment loss is measured as the difference between the carrying amount and the revised future cash flows.

1.4 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, in accordance with the Council's Treasury Management Policy, investments identified as meeting short-term needs rather than for investment purposes. They are identified as those held 'on call' with a bank or building society rather than invested in longer term Fixed Deposits. They are readily convertible to known amounts of cash with insignificant risk of change in value.

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.

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

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

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

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

1.6 Charges to Revenue for Non-Current Assets

Non-Current Assets are all Property, Plant, Equipment, Intangible and other assets that bring longer term benefits (for a period of more than one year) to the Council, its customers and the services it provides.

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

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

The Council is not required to raise council tax to cover depreciation, revaluation and impairment losses or amortisation. Depreciation, revaluation and impairment losses and amortisation are, therefore, replaced by a contribution in the General Fund Balance

of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement.

The General Fund is required to make an annual contribution from revenue towards a provision for repaying non-financed capital expenditure calculated on a prudent basis determined by the Council in accordance with statutory guidance. This is called the Minimum Revenue Provision (MRP).

1.7 Employee Benefits

Benefits Payable during Employment

Short term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave, paid sick leave and non-monetary benefits (eg cars) for current employees and are recognised as an expense for services in the year in which employees render service to the Council.

Termination Benefits

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

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

Post Employment Benefits

Most employees of the Council are members of the statutory Local Government Pension Scheme administered by Surrey County Council (the Surrey Pension Fund). This scheme provides defined benefits to members (retirement lump sums and annual pensions), earned while employees of the Council.

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

- The liabilities of the Surrey Pension Fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method – ie, an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates etc, and projected earnings for current employees.

- Liabilities are discounted to their value at current prices, using a discount rate of 2.7% in 2021/2022.
- The assets of the Pension Fund attributed to the Council are included in the Balance Sheet at their fair value:
 - quoted securities – current bid price
 - unquoted securities – professional estimate
 - unitised securities – current bid price
 - property – market value

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

- Service cost comprising:
 - current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
 - past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of the Finance and Property Services segment. Annual pension increases are calculated using CPI.
 - net interest on the net defined benefit liability (asset), ie net interest expense for the Council – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period - taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.
- Remeasurements comprising:
 - the return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
 - actuarial gains and losses - changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as other Comprehensive Income and Expenditure.
 - Contributions paid to the pension fund – cash paid as employer’s contributions to the pension fund in settlement of liabilities - not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund Balance to be charged with the amount payable by the Council to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-

end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Discretionary Benefits

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

1.8 Events after the Reporting Period

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

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

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

1.9 Financial Instruments

The definition of a financial instrument is "any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity".

The term 'financial instrument' covers both financial assets and financial liabilities. These range from straightforward trade receivables (trade debtors) and trade payables (trade creditors) to more complex transactions such as financial guarantees, derivatives and embedded derivatives. However, the Council has no complex financial instruments. The Council's borrowings and investment transactions are also classified as financial instruments. There has been no change in the valuation technique used during the year for the financial instruments. Amounts relating to council tax, business rates and payments and overpayments of Housing Benefit etc are outside the scope of these accounting provisions as they are statutory debts and do not arise from contracts.

Financial Liabilities

A Financial Liability is an obligation to transfer economic benefits controlled by the Council that is represented by a contractual obligation to deliver cash or another financial assets to another entity or an obligation to exchange financial assets and liabilities with another entity under conditions that are potentially unfavourable to the Council.

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

For the Council's borrowing, this means that the amount presented on the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Borrowing costs are interest payments and other costs incurred in connection with the borrowing of funds. The Council has a policy of expensing borrowing costs and they are recognised as expenditure in the period in which they are incurred.

Financial Assets

A financial asset is a right to future economic benefits controlled by the Council that are represented by cash or other instruments or a contractual right to receive cash or another financial asset.

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

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

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

Financial Assets Measured at Amortised Cost

Financial assets measured at amortised cost are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the financial assets held by the Council, this means that the amount presented in the balance sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement. However, at the 31 March the interest due but not received is included with the investment figure shown on the Balance Sheet, rather than treated as a debtor.

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

The Council's portfolio of investments and Trade Receivables are measured at amortised cost. This form of measurement does not change the amount of cash receivable under the terms of the transaction.

Expected Credit Loss Model

The Council recognises expected credit losses 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 Council.

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

Financial Assets Measured at Fair Value through Profit and Loss

The Council does not have any material assets on its Balance Sheet classified required to be measured at Fair Value through Profit or Loss.

1.10 Government Grants and Contributions

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

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

Amounts recognised as due to the Council are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset in the form of 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 on the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring-fenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

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

Grants to cover general expenditure, e.g. retained Business Rate income and New Homes Bonus are non-ring-fenced and are credited to Taxation and Non-Specific Grant Income in the Comprehensive Income and Expenditure Statement.

Community Infrastructure Levy

The Council approved its Community Infrastructure Levy (CIL) Scheme which took effect from March 2019. The levy is charged 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 is used to fund a number of infrastructure projects 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 Comprehensive Income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure. However, up to 5% of the charges may be used to fund revenue expenditure for administration expenses.

1.11 Heritage Assets

Heritage assets are assets 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, historical, artistic, scientific, technological, geological or environmental associations. Provided that they meet this definition, heritage assets can be tangible such as historic buildings, civic regalia, museum collections and works of art or intangible such as recordings of historical events.

The carrying amounts of heritage assets are reviewed where there is evidence of impairment, e.g. where an item has suffered physical deterioration or breakage or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the Council's general policies on impairment – see 1.17 page 33 in this Statement of Main Accounting Policies. If a heritage asset is disposed of, the proceeds would be accounted for in accordance with the Council's general provisions relating to the disposal of property, plant and equipment.

Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts (see 1.17 page 31).

Recognition and Measurement: 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. They are principally

measured at insurance valuation based on market value updated annually or external valuation if appropriate.

The Council has set a de minimis level for the recognition of heritage assets of £5,000.

Depreciation: Most of the heritage assets are not subject to depreciation because of indeterminable lives, high residual values or the valuations being updated annually. However, depreciation may be charged if appropriate and in accordance with the Council's general policies on depreciation shown at 1.17 on page 33.

1.12 Interests in Companies and Other Entities

The Council, as sole Trustee, has a material interest in the Shottermill Recreation Ground Trust and the Ewart Bequest. According to the Code both are considered a subsidiary for the purpose of preparing this Statement of Accounts and, therefore, the Council is required to produce group accounts incorporating the accounts of the Shottermill Recreation Ground Trust and the Ewart Bequest.

1.13 Long-term Contracts

Long-term contracts are accounted for on the basis of charging the Surplus or Deficit on the Provision of Services with the consideration allocated to the performance obligations satisfied based on the goods or services transferred to the service recipient during the financial year.

1.14 Investment Property

Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale. In such cases the asset is then accounted for as property, plant and equipment.

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. They are not depreciated but are revalued annually, by the Council's external valuer, according to market conditions at the year-end unless the carrying value is not materially different from the fair value. Gains and losses on revaluation are accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

1.15 Leases

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

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

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

The Council as Lessee

Finance Leases

The Council has no material assets acquired under finance leases.

Operating Leases

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

The Council leases in a small number of assets under operating leases.

The Council as Lessor

Finance Leases

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

Lease rentals receivable are apportioned between:

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

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

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

Operating Leases

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

The Council owns a number of non-current assets that are leased out under operating leases.

1.16 Overheads and Support Services

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

1.17 Property, Plant and Equipment

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

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

The Council has a de minimis level for the recognition of non-current assets of £5,000 for vehicles, plant and equipment (including Information Technology equipment) and £10,000 for land and buildings.

Component Accounting: this requires assets to be separated into component parts and recognised, depreciated and derecognised separately where those component parts have a cost that is significant in relation to the total cost of the asset and require a different useful life and method of depreciation to be used.

Measurement: Assets are initially measured at cost, comprising:

- The purchase price.
- Any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

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

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

- Infrastructure, community assets and assets under construction – depreciated historical cost.
- Dwellings - current value, determined using the basis of Existing Use Value for Social Housing (EUV-SH).
- Land and buildings – current value, determined as the amount that would be paid for the asset in its existing use (existing use value EUV).
- Vehicles, Plant and Equipment – depreciated historical cost.
- Surplus assets – the current value measurement base is fair value, estimated at highest and best use from a market participant's perspective.

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

Council Dwellings and land and buildings were valued in accordance with the Royal Institute of Chartered Surveyors (RICS) <http://www.rics.org/uk/> Statement of Asset Valuation Practice and Guidance Notes (Red Book) as supplemented by the Manual of Valuation (White Book). The Councils external valuer, Montagu Evans undertook the valuations of General Fund and HRA land and buildings.

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

Where decreases in value are identified they are accounted for as follows:

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

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

The de minimis level for land and buildings is £10,000 and vehicles, plant and equipment £5,000.

Impairment: Assets are assessed at each year-end to determine 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 as follows:

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

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

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

Depreciation is charged to the services that receive the benefit of the assets during the year. It is reversed out of the Comprehensive Income and Expenditure Statement via the Movement in Reserves Statement.

Depreciation is calculated on the following bases:

- Council Dwellings and other Buildings (General Fund and HRA non dwelling) – straight-line allocation over the useful life of the property as estimated by the valuer.
- Vehicles, Plant and Equipment – straight-line allocation over the useful life of the asset.
- Infrastructure – straight-line allocation over the useful life of the asset.

- Surplus Assets – straight-line allocation over the useful life of the asset as estimated by the valuer.

Depreciation on HRA assets – depreciation is charged in accordance with proper practices to the HRA. The Code requires an amount equal to the total depreciation charge for all HRA assets to be transferred to the Major Repairs Reserve (MRR) to establish resources available for capital spend on HRA assets. This is transacted through the Movement in Reserves Statement to remove the impact on the HRA.

The estimated useful lives for depreciation purposes are reviewed on revaluation and when assets are coming to the end of their current useful life. Estimated useful lives are updated, if appropriate, and the new estimated useful life used to calculate the depreciation charge for the year by dividing the carrying value of the asset over the new estimated useful life. Where useful lives have been changed in 2021/2022, the effect on the depreciation charge for the year is immaterial.

Where an item of Property, Plant and Equipment asset has major components with a significant cost in relation to the total cost of the item, the components are depreciated separately.

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

Newly acquired/enhanced assets receive a full depreciation charge in their first year, regardless of the precise timing of the expenditure. Assets disposed of receive no depreciation charge in the year of disposal.

Following a revaluation, a full year of depreciation is charged in the year of revaluation on the new valuation.

Disposals and Non-Current Assets Held for Sale: When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and is then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale.

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

Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (ie netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. A proportion of capital receipts relating to housing disposals is payable to the Government. The balance of receipts remains within the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Capital Receipts Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

1.18 Provisions, Contingent Liabilities and Contingent Assets

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

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

When payments are eventually made, they are charged to the provision carried on the Balance Sheet. Estimated settlements are reviewed at the end of each financial year - where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service.

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

The Council has a provision for losses on backdated Business Rate appeals that would be unavoidable costs if the District Valuer upheld appeals.

Waverley sets an amount aside from revenue to meet potential bad debts but this does not meet the definition of a provision.

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

Contingent liabilities are not recognised on the Balance Sheet but disclosed in a note to the accounts.

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

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

1.19 Reserves

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

Certain reserves are kept to manage the accounting processes for non-current assets and retirement benefits - they do not represent usable resources for the Council. These reserves are detailed in the notes to the financial statements on page 63.

1.20 Value Added Tax (VAT)

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

1.21 Fair Value Measurement

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

- in the principal market for the asset, or

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

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

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

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

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

Level 1 - quoted prices (unadjusted) in active markets for identical assets that the Council can access at the measurement date

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

Level 3 - unobservable inputs for the asset.

1.22 Group Accounts

Nature of Interest: The Group Accounts consolidate the accounts of the Shottermill Recreation Ground Trust and the Ewart Bequest in the form of a subsidiary relationship as the Council is the sole trustee of both and has the ability to direct the operating and financial policies (within Trust objectives) with a view to gaining service potential from the activities undertaken by the Trusts.

Shottermill Recreation Ground Trust (Haslemere Leisure Centre) is an important part of the Council's Leisure provision. In 2008 the Council entered into a 15 year management contract for the operation of this centre.

The Ewart Bequest owns land at Farnham on which are built small dwellings suitable for elderly people of limited financial resources. It is an important part of the Council's housing service.

Basis of Consolidation: The Group Accounts have been prepared on the basis of a full consolidation of the financial transactions and balances of the Council, the Shottermill Recreation Ground Trust and the Ewart Bequest, each having a year-end of 31 March 2022.

The assets of the trust are revalued in line with the accounting policies at 1.17.

Degree of Commitment: The Council performs a role of stewardship over the charitable trusts included in the Group Accounts. As such it has a degree of commitment to meet any accumulated deficits or losses. However, the risks associated with this commitment are not considered material.

Trust Accounts: The annual report and accounts for the Trusts are prepared in accordance with The Charities Act 2015, and applicable regulations. The Statement of Financial Activities and Balance Sheets for the Trust Accounts for the year ended 31 March 2022 are included on pages 94 to 97 for information.

The full charity accounts are subject to audit/review according to audit thresholds. For the 2021/2022 accounts both the Shottermill Recreation Ground Trust and the Ewart Bequest are subject to independent review. The accounts can be obtained from the Charity Commission website:

<http://apps.charitycommission.gov.uk/showcharity/registerofcharities/RegisterHomePage.aspx> or Waverley Borough Council.

2. Accounting Standards that have been issued but have not yet been adopted

The Council is required to disclose information relating to the impact of an accounting change required by a new standard that has been issued, but not yet adopted, in the 2021/2022 financial statements.

For the 2021/2022 accounts the accounting changes to disclose are in relation to:

- Amendments to IFRS 3 Business Combinations – amendment to clarify the definition of a business.
- Interest Rate Benchmark Reform: Amendments to IFRS 9, IAS 39 and IFRS 7 – the amendments change accounting requirements for hedge funding which will not impact the Council.
- Interest Rate Benchmark Reform – Phase 2: Amendments to IFRS 9, IAS 39, IFRS 7, IFRS 4 and IFRS 16. – the amendments will impact changes to contractual cash flows, hedge accounting and risk disclosures.

These accounting changes are not anticipated to have a material impact on the financial statements of the Council.

3. Critical judgements in applying accounting policies

In applying the accounting policies set out in Note 1, the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. Although many minor judgements have been made in the process of creating these accounts (e.g. whether a lease is a finance or operating lease based on the indicators detailed in the Code) the only critical judgements made in the Statement of Accounts are as follows:

1. Funding Levels

There is a high degree of uncertainty about future levels of government funding for local government. The Fair Funding Review due in 2020 was delayed due to the Covid-19 pandemic and the Council is yet to receive an indication of the potential impact on its finances as a result of the review. Therefore, 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 reduce spend and levels of service provision.

2. Group Accounts

The Statement of Accounts is prepared on a Group Accounts basis incorporating the accounts of the two Trusts (see Accounting Policies on page 37). Management has determined the relationship is in the form of a subsidiary due to the control of the trusts by the Council as sole trustee. The judgements made in relation to the Trusts follow the Accounting Policies as set out in Note 1. unless the Charities Commission Statement of Recommended Practice determines otherwise.

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

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

The items in the Council's Balance Sheet at 31 March 2022 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Asset Valuations, Impairments and Fair Value Measurements

Asset valuation (including Fair Value measurement) and impairment is based on an estimate and the Council draws on the expertise of its Valuer to calculate valuations, useful lives and impairment reviews in accordance with professional guidance. When the fair values of financial assets and financial liabilities cannot be measured based on quoted prices in active markets (i.e. Level 1 inputs), their fair value is measured using valuation techniques. Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible professional judgement is required. These judgements typically include considerations such as uncertainty and risk. However, changes in assumptions used could affect the fair value of the authority's assets and liabilities.

5. Events after the Reporting Period

The Statement of Accounts was authorised for issue on 31 October 2023 by Mr Richard Bates, Executive Head of Finance and S151 Officer for Waverley Borough Council.

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

The financial statements and notes have not been adjusted for the following events, which took place after 31 March 2022, as they provide information that is relevant to an understanding of the council's financial position but do not relate to conditions at that date:

There continues to be a degree of uncertainty about the impact of Covid-19 and the Cost of Living crisis on the Council's finances following the 31 March 2022. The Council continues to monitor its budget more regularly and has increased the frequency of its review of the Medium Term Financial Plan position.

In 2020-2021 the Council agreed to collaborate with Guildford Borough Council starting with a combined Chief Executive and Management Team. This was considered as being the most appropriate means for bringing forward business cases for future collaboration. A Joint Chief Executive was appointed and started in post in December 2021. In April 2022 both Councils agreed Heads of Terms for the Inter-Authority agreement and in July 2022 a Joint Management Team was agreed with associated redundancy costs. Guildford and Waverley Councils had agreed that the partnership would include a single shared management team and the process to make one joint management team was completed in October 2022.

New contract for housing maintenance began on 1 April 2022 with a value of £3.2 million per annum.

On 20 May 2022 the Council completed on the purchase of a High Street property in Godalming to a value of approximately £2.2 million. A project is underway to redevelop the property.

New housing build contract in place for Ockford Ridge Site C at Godalming. Contract was signed 5 July 2022 with an annual value of £7.1 million.

New housing build contract in Chiddingfold was signed 14 October 2023, contract sum was £8.2 million.

Wey Court East refit contract for £4.2 million was signed in August 2023 with a contract start date of 4 September 2023.

The 2023 Waverley Borough Council elections took place on 4 May 2023.

Over the last seventeen months the Council has been working on the procurement of a new leisure contract operator. This contract covers four of the Council's leisure centres in Farnham, Cranleigh, Haslemere and Godalming. The contract was awarded to a new operator SLM (Everyone Active) in May 2023. The contract is for up to a maximum of 20 years and started on 1 July 2023. The value of the contract, assuming 20 years, is £145 million.

The unaudited Statement of Accounts 2022-2023 was authorised for issue on 31 May 2023.

On 17 October the Council approved a project budget for the future build of a Passivhaus leisure centre in Cranleigh to the value of £31.1 million.

There are no other significant material events which took place after 31 March 2022 which (although not relating to conditions at that date) provided information that is relevant to an understanding of the Council's financial position at that date.

6. Expenditure and Funding Analysis

The Expenditure and Funding Analysis shows how annual expenditure is used and funded from resources (Government grants, rents, council tax and business rates) by 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 services. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

2020/2021			2021/2022		
Net Expenditure Chargeable to the General Fund and HRA Balances	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement	Net Expenditure Chargeable to the General Fund and HRA Balances	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
£'000	£'000	£'000	£'000	£'000	£'000
General Fund					
3,402	324	3,726	3,521	720	4,241
2,495	499	2,994	3,160	900	4,060
168	(2,359)	(2,191)	1,610	(936)	674
5,621	(3,531)	2,090	3,494	(1,299)	2,195
4,599	1,042	5,641	2,750	1,228	3,978
4,497	1,388	5,885	2,600	1,712	4,312
672	109	781	1,608	284	1,892
(15,372)	2,724	(12,648)	(12,788)	(53)	(12,841)
6,082	196	6,278	5,955	2,556	8,511
(20,927)	5,226	(15,701)	307	(23,427)	(23,120)
(14,845)	5,422	(9,423)	6,262	(20,871)	(14,609)
Opening Balances as at 1 April 2021					
(14,728)			(25,600)		
(32,000)			(36,030)		
(46,728)			(61,630)		
Surplus or Deficit in year					
See MiRS (p15) Net (Increase)/					
Decrease before Transfers to					
Earmarked Reserves:					
(10,872)			4,923		
(4,030)			1,339		
(14,902)			6,262		
Closing Balances as at 31 March 2022					
(25,600)			(20,677)		
(36,030)			(34,691)		
(61,630)			(55,368)		

For notes on the Expenditure and Funding Analysis see notes 6A to 7

6A. Note to the Expenditure and Funding Analysis

Adjustments from the General Fund and HRA to arrive at the Comprehensive Income and Expenditure Statement amounts	2021/2022			
	Adjustments for Capital Purposes	Net Charge for the Pension Adjustments	Other Differences	Total Adjustments
	Note 1	Note 2	Note 3	
	£'000	£'000	£'000	£'000
General Fund				
Policy and Governance	(15)	(705)	0	(720)
Planning and Economic Development	(7)	(893)	0	(900)
Business Transformation	946	(10)	0	936
Finance and Property	540	759	0	1,299
Commercial Services	(734)	(494)	0	(1,228)
Environmental Services	(1,197)	(515)	0	(1,712)
Housing Delivery and Communities	36	(320)	0	(284)
Housing Revenue Account	357	(304)	0	53
Net Cost of Services	(74)	(2,482)	0	(2,556)
Other income and expenditure from the Expenditure and Funding Analysis	18,950	(1,623)	6,100	23,427
Difference between Surplus or Deficit and Comprehensive Income & Expenditure Statement (Surplus) or Deficit on the Provision of Services	18,876	(4,105)	6,100	20,871

Adjustments from the General Fund and HRA to arrive at the Comprehensive Income and Expenditure Statement amounts	2020/2021			
	Adjustments for Capital Purposes	Net Charge for the Pension Adjustments	Other Differences	Total Adjustments
	Note 1	Note 2	Note 3	
	£'000	£'000	£'000	£'000
General Fund				
Policy and Governance	(6)	(318)	0	(324)
Planning and Economic Development	(11)	(488)	0	(499)
Business Transformation	2,360	(1)	0	2,359
Finance and Property	2,224	1,307	0	3,531
Commercial Services	(829)	(213)	0	(1,042)
Environmental Services	(1,154)	(234)	0	(1,388)
Housing Delivery and Communities	0	(109)	0	(109)
Housing Revenue Account	(3,040)	316	0	(2,724)
Net Cost of Services	(456)	260	0	(196)
Other income and expenditure from the Expenditure and Funding Analysis	5,426	(1,512)	(9,140)	(5,226)
Difference between Surplus or Deficit and Comprehensive Income & Expenditure Statement (Surplus) or Deficit on the Provision of Services	4,970	(1,252)	(9,140)	(5,422)

Note 1 - Adjustments for Capital Purposes

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

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

Note 2 - Net Charge for the Pension Adjustments

Net change for the removal of pension contributions and the addition of IAS19 Employee Benefits pension related income and expenditure:

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

Note 3 - Other Statutory Adjustments

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

- For **Financing and investment income and expenditure** the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts.
- The charge under **Taxation and non-specific grant income and expenditure** represents the difference between what is chargeable under statutory regulations for Council Tax and Business 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.

6B. Segmental Income (Single Entity)

This note analyses the **material** revenue income received from external customers on a segmental basis:

2020/2021 £'000		2021/2022 £'000
	Income from Services	
(2,512)	Environment	(4,733)
(28,566)	Housing Revenue Account	(29,021)
(31,078)	Total	(33,754)

7. Expenditure and Income analysed by nature (Single Entity)

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

2020/2021 £'000		2021/2022 £'000
	Expenditure/Income	
	Expenditure	
20,649	Employee costs	24,334
51,856	Other service expenses	51,090
(967)	Support Service recharges *	(1,183)
5,872	Depreciation, amortisation, impairment and revaluation losses	6,548
5,457	Interest payments	5,336
3,530	Precepts and levies	3,671
759	Payment to Housing Capital Receipts Pool	894
29	Impairment Losses (Financial Assets)	290
87,185	Total Expenditure	90,980
	Income	
(42,549)	Fees, charges and other service income	(45,264)
(2,303)	Interest and Investment Income	(2,438)
(13,856)	Council Tax income (includes Towns & Parishes)	(14,481)
(32,311)	Government Grants and Contributions	(27,009)
(2,043)	Business Rates distribution	(2,338)
(3,054)	Capital grants and contributions	(6,517)
1,693	Gain on disposal of non-current assets	(5,338)
(2,242)	Gain on fair value of Investment Properties	(2,204)
(96,665)	Total Income	(105,589)
(9,480)	(Surplus) or Deficit on the Provision of Services	(14,609)

* The credit reflects the staff recharges to areas outside of the Net Cost of Services in the Comprehensive Income and Expenditure Statement such as capital schemes.

8. Adjustments between accounting basis and funding basis under regulations

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

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

General Fund Balance

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

Housing Revenue Account (HRA) Balance

The HRA 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.

Major Repairs Reserve

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

Capital Receipts Reserve

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

Capital Grants Unapplied Account

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

The statements on the following pages detail these adjustments.

Adjustments between accounting basis and funding basis under regulations						
2021/2022	Usable Reserves					Total Adjustments
	General Fund Balance £'000	Housing Revenue Account £'000	Major Repairs Reserve £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	
Adjustments to the Revenue Resources						
Amounts by which income and expenditure included in the CIES are different from revenue for the year calculated in accordance with statutory requirements:						
Pensions costs (transferred to or from the Pensions Reserve) (see note 36)	(3,443)	(662)				(4,105)
Council Tax and NNDR (transfers to or from Collection Fund Adjustment Account)	6,100					6,100
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):						
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):	(220)	(874)	(6,223)	253	313	(6,751)
Total Adjustments to Revenue Resources	2,437	(1,536)	(6,223)	253	313	(4,756)
Adjustments between Revenue and Capital Resources						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the CIES	2,398	5,929		(8,327)		0
Contribution from the Capital Receipts Reserve to finance the payments to the Government Capital Receipts Pool	(894)			894		0
Statutory provision for the repayment of debt	200	4,984				5,184
Capital expenditure charged against the General Fund and HRA balances	102	2,702				2,804
Total Adjustments between Revenue and Capital Resources	1,806	13,615	0	(7,433)	0	7,988
Adjustments to Capital Resources						
Use of the Capital Receipts Reserve to finance new capital expenditure				1,938		1,938
Use of the Major Repairs Reserve to finance new capital expenditure			4,589			4,589
Capital grants and contributions unapplied credited to the CIES	6,194	(11)			(6,183)	0
Total Adjustments to Capital Resources	6,194	(11)	4,589	1,938	(6,183)	6,527
Total Adjustments	10,437	12,068	(1,634)	(5,242)	(5,870)	9,759

CIES - Comprehensive Income and Expenditure Statement

Adjustments between accounting basis and funding basis under regulations						
2020/2021 Comparative figures	Usable Reserves					Total Adjustments £'000
	General Fund Balance £'000	Housing Revenue Account £'000	Major Repairs Reserve £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	
Adjustments to the Revenue Resources						
Amounts by which income and expenditure included in the CIES are different from revenue for the year calculated in accordance with statutory requirements:						
Pensions costs (transferred to or from the Pensions Reserve) (see note 36)	(1,215)	(37)				(1,252)
Council Tax and NNDR (transfers to or from Collection Fund Adjustment Account)	(9,140)					(9,140)
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):						
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):	2,647	(5,295)	(5,515)	176		(7,987)
Total Adjustments to Revenue Resources	(7,708)	(5,332)	(5,515)	176	0	(18,379)
Adjustments between Revenue and Capital Resources						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the CIES	9	2,899		(2,908)		0
Contribution from the Capital Receipts Reserve to finance the payments to the Government Capital Receipts Pool	(759)			759		0
Statutory provision for the repayment of debt	121		4,303			4,424
Capital expenditure charged against the General Fund and HRA balances	177	403				580
Total Adjustments between Revenue and Capital Resources	(452)	3,302	4,303	(2,149)	0	5,004
Adjustments to Capital Resources						
Use of the Capital Receipts Reserve to finance new capital expenditure				3,604		3,604
Use of the Major Repairs Reserve to finance new capital expenditure			3,218			3,218
Capital grants and contributions unapplied credited to the CIES	2,762				(2,762)	0
Total Adjustments to Capital Resources	2,762	0	3,218	3,604	(2,762)	6,822
Total Adjustments	(5,398)	(2,030)	2,006	1,631	(2,762)	(6,553)

CIES - Comprehensive Income and Expenditure Statement

9. Transfers to/from Earmarked and Other Specific Reserves

This sets out the amounts set aside from the General Fund and HRA balances in earmarked and other specific reserves to provide financing for future expenditure plans for the General Fund and HRA expenditure.

1 April 2021 Balance £'000	Reserve	Net Movement in year £'000	31 March 2022 Balance £'000	Purpose of Reserve
	General Fund			
(159)	Revenue Reserve Fund (RRF)	(79)	(238)	The RRF is a General Fund Reserve used for financing capital expenditure and supporting revenue.
(3,202)	Business Rates Retention Equalisation Reserve	0	(3,202)	To provide for the exposure to fluctuations in rateable values and deficit timing differences
(9,237)	Business Rates Reserve	5,316	(3,921)	For timing differences and deficit spreading as per covid
(2,000)	Covid-19 Budget Risk	0	(2,000)	Agreed by Council in Feb 2021 to mitigate impact of gradual return to income levels
(7,056)	Other Earmarked Reserves	(323)	(7,379)	Other reserves and funds
(21,654)	Total	4,914	(16,740)	

	Housing Revenue Account			
(16,294)	New Affordable Housing Reserve	922	(15,372)	Reserves created from surplus generated as a result of HRA self-financing
(5,018)	Dwelling Stock Improvement Reserve	60	(4,958)	
(95)	Major Repairs Reserve	(1,634)	(1,729)	Set aside for additional programme of work to dwellings
(2,706)	Other	17	(2,689)	Other reserves and funds
(24,113)	Total	(635)	(24,748)	

10. Business Rates income and expenditure

The Business Rates Income and Expenditure in the Comprehensive Income and Expenditure Statement comprise:

2020/2021 £'000		2021/2022 £'000
(5,649)	Business Rates income	(11,044)
14,402	Tariff	14,402
(10,796)	Business Rates compensation grants	(5,696)
(2,043)		(2,338)

Business Rates compensation grants specifically compensate the council for loss of income because of changes to reliefs and other measures since the start of the Business Rates Retention scheme in April 2013.

11. Government Grants

The Council credited the following government grants, contributions and donations to the CIES.

2020/2021 £'000		2021/2022 £'000
	Taxation and Non Specific Grant Income	
(10,796)	<u>Business Rates Income & Expenditure - see note 10</u>	(5,696)
	<u>Non-ringfenced Government Grants</u>	
(861)	New Homes Bonus	(978)
(1,527)	Covid-19 emergency funding for Local Government	(457)
(2,822)	Compensation scheme for lost Sales Fees & Charges	(346)
	Local Council Tax Support	(144)
(300)	Other Revenue Grants	(143)
(5,510)		(2,068)
(56)	<u>Non-ringfenced Non-Government Contribution</u>	(6)
(5,566)		(2,074)
(3,054)	<u>Capital Grants and contributions - note 33</u>	(6,517)
	Credited to Services	
(11,175)	Housing Benefit Rent Allowance Subsidy	(10,223)
(30)	Housing Benefit Rent Allowance Subsidy - prior year adjustments	(10)
(10,439)	Housing Benefit Rent Rebate Subsidy	(9,570)
(38)	Housing Benefit Rent Rebate Subsidy - prior year adjustments	(33)
(542)	Flexible Homelessness Support Grant	0
0	Homelessness Prevention Grant	(543)
0	Energy Rebate Grant	(263)
(236)	Housing Benefit Administration	(212)
(193)	Discretionary Housing Payments	(160)
(173)	Business Rates Collection Allowance	(171)
0	Vulnerable Renters	(127)
(88)	Council Tax Support Administration	(89)
(61)	Other Revenue Grants	(389)
(22,975)		(21,790)
	<u>Covid-19 related government grants</u>	
(1,452)	Discretionary BEIS grants to Businesses	0
(1,682)	Additional Restrictions Grants	(2,826)
(527)	Council Tax Discount	0
(508)	Countain Outbreak Management Funding	(118)
(252)	Business Grant Administration	0
(237)	National Leisure Recovery Fund	0
(128)	Local Restrictions Grants	0
0	Test & Trace Grants	(136)
(327)	Other Covid-19 Related Grants	(217)
(5,113)		(3,297)
(28,088)	Total Credited to Services	(25,087)

Business Rates compensation grants from Government are presented in Business Rates income and expenditure (see note 10.) as their primary function is to specifically compensate council's for lost Business Rates income.

New Homes Bonus - is based on an average national council tax amount and is paid to the Council according to the total net increase in homes in the Borough between each September and the total number of empty homes being brought back into use.

Covid-19 emergency funding for Local Government - is a non-ringfenced grant funding to support local authorities provided in 2020/2021 and into the first three months of 2021/2022 to support councils through the pandemic.

Compensation scheme for lost Sales Fees & Charges - is calculated on irrecoverable losses from sales, fees & charges generated compared to the approved budget. Authorities are expected to absorb 5% of the losses and are then compensated for 75% of the remaining balance. This applied for 2020/2021 and into the first three months on 2021/2022.

Other Revenue Grants - these are other non-ringfenced grants and contributions received that are not attributed to a specific service. Any unspent element of the grant at the end of the year has been transferred to an earmarked Revenue Grant Reserve.

12. Group Property, Plant and Equipment (PPE)

Movements in 2021/2022

	Council Dwellings	Other Land and Buildings	Vehicles, Plant and Equipment	Infra-structure	Community Assets	Assets under Construction	Total PPE
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation							
At 1 April 2021	465,249	75,765	7,286	1,512	218	590	550,620
Additions/enhancement	5,174	91	155			4,246	9,666
Revaluation increases/ (decreases) recognised in the Revaluation Reserve	42,546	11,727					54,273
Revaluation increases/ (decreases) recognised in the Surplus/Deficit on the Provision of Services	2,093	(969)	(21)				1,103
Derecognition Disposals	(2,932)	(29)	(419)				(3,380)
Other Reclassifications	(957)					957	0
At 31 March 2022	511,173	86,585	7,001	1,512	218	5,793	612,282
Depreciation and Impairments							
At 1 April 2021	0	(322)	(5,106)	(895)	0	0	(6,323)
Charge for 2021/2022	(5,962)	(1,863)	(336)	(41)			(8,202)
Depreciation written out to the Revaluation Reserve	5,808	1,893					7,701
Depreciation written out to the Surplus/Deficit on the Provision of Services	154	180	21				355
Derecognition Disposals			394				394
At 31 March 2022	0	(112)	(5,027)	(936)	0	0	(6,075)
Balance Sheet amount at 31 March 2022	511,173	86,473	1,974	576	218	5,793	606,207

Movements in 2020/2021

	Council Dwellings	Other Land and Buildings	Vehicles, Plant and Equipment	Infra-structure	Community Assets	Assets under Construction	Total PPE
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation							
At 1 April 2020	429,816	91,639	7,484	1,422	218	5,235	535,814
Additions/enhancement	3,620	680	77	90		2,298	6,765
Revaluation increases/ (decreases) recognised in the Revaluation Reserve	29,085	(16,948)					12,137
Revaluation increases/ (decreases) recognised in the Surplus/Deficit on the Provision of Services	(604)	3,130					2,526
Derecognition Disposals	(1,326)						(1,326)
Derecognition Other	(2,251)	(1,035)	(275)				(3,561)
Other Reclassifications	6,909	(1,701)				(6,943)	(1,735)
At 31 March 2021	465,249	75,765	7,286	1,512	218	590	550,620
Depreciation and Impairments							
At 1 April 2020	0	(1,271)	(4,899)	(851)	0	0	(7,021)
Charge for 2020/2021	(5,254)	(1,385)	(434)	(44)			(7,117)
Depreciation written out to the Revaluation Reserve	5,254	1,985					7,239
Depreciation written out to the Surplus/Deficit on the Provision of Services		289					289
Derecognition Other		60	227				287
At 31 March 2021	0	(322)	(5,106)	(895)	0	0	(6,323)
Balance Sheet amount at 31 March 2021	465,249	75,443	2,180	617	218	590	544,297

13. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below together with the resources used for its financing. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Council, the expenditure results in an increase in the Capital Financing Requirement, a measure of the capital expenditure incurred historically that is yet to be financed.

	2020/2021 £'000	2021/2022 £'000
Opening Capital Financing Requirement	186,945	189,476
Capital Investment		
Property, Plant and Equipment (1)	6,765	9,666
Investment Properties (2)	7,714	107
Intangible Assets	122	139
Revenue Expenditure Funded from Capital under Statute (3)	754	860
Total Capital Expenditure	15,355	10,772
Sources of finance		
Grants and Other Contributions (4)	(998)	(1,441)
Major Repairs Reserve	(3,218)	(4,589)
Capital Receipts	(3,604)	(1,938)
Revenue	(580)	(2,804)
Repayment of Loans Fund Advances	(4,303)	(4,984)
Minimum Revenue Provision	(121)	(200)
Total Capital Financing	(12,824)	(15,956)
Closing Capital Financing Requirement	189,476	184,292
Movement		
Increase/(decrease) in underlying need to borrow (unsupported by government financial assistance)	2,531	(5,184)

1. This figure is the single entity additions in note 12 Property, Plant and Equipment assets.
2. This figure matches the additions in note 16 Investment Properties.
3. Revenue Expenditure Funded from Capital under Statute is treated as capital for control purposes. However, it forms part of the (surplus) or deficit on the Comprehensive Income and Expenditure Statement.
4. Includes grants and contributions towards the Council's assets and non-Council owned assets.

14. Commitments under Capital Contracts

As at 31 March 2022, the major capital contracts entered into were as follows:

Contract	Purpose	Approximate value of remaining contractual commitment	Period of Investment
Housing Revenue Account	Planned property maintenance	£'000 8,440	To 2029
	30 New Council Dwellings in Godalming	7,020	To 2024
	New Council Dwellings in Chiddingfold	6,400	To 2024

15. Revaluation Information

Valuation of property assets carried at fair value

The Council carries out a rolling programme of revaluations ensuring that all property assets are revalued at least every five years. All valuations were carried out internally by the Council's Estates and Valuation team who are members of the Royal Institute of Chartered Surveyors. The following statement shows when the assets were most recently valued.

The basis for valuation is set out in the Statement of Accounting Policies at page 32.

Carrying Value at 31 March 2022	Council Dwellings	Other Land and Buildings	Trust Assets	Total
	£'000	£'000	£'000	£'000
Valued at fair value in:				
2021/2022	511,173	67,646	15,697	594,516
2020/2021		3,060		3,060
2018/2019		5	65	70
Total	511,173	70,711	15,762	597,646

16. Investment Property

The Council's investment property portfolio comprises mainly industrial units together with miscellaneous properties including shops.

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:

2020/2021		2021/2022
£'000		£'000
(1,643)	Rental Income	(1,935)
327	Direct Operating Expenses	350
<u>(2,242)</u>	Net (gains) or losses from fair value adjustments	<u>(2,204)</u>
<u>(3,558)</u>	Net (gain)/loss	<u>(3,789)</u>

The Council's ability to realise the value of its investment property has, in some circumstances, been restricted by the existence of long leases. However, there are no restrictions on the Council's right to the remittance of income and the proceeds of disposal.

The Council has no contractual obligations to purchase, construct or develop investment property.

Movement on Investment Property

Investment Properties are valued in accordance with the Accounting Policies 1.14 on page 29. They have been valued as Level 2 in the fair value hierarchy.

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

2020/2021		2021/2022
£'000		£'000
25,984	Balance at start of the year	37,675
7,714	Additions	107
2,242	Net gains or (losses) from fair value adjustments	2,204
<u>1,735</u>	Transfers (to)/from Property, Plant and Equipment	<u>0</u>
<u>37,675</u>	Balance at end of the year	<u>39,986</u>

17. Financial Instruments Balances

Financial Assets

A Financial Asset is a right to future economic benefits controlled by the Council that are represented by cash or other instruments or a contractual right to receive cash or another financial asset.

Financial Liabilities

A Financial Liability is an obligation to transfer economic benefits controlled by the Council that is represented by a contractual obligation to deliver cash or other financial assets to another entity or an obligation to exchange financial assets and liabilities with another entity under conditions that are potentially unfavourable to the Council.

The Balance Sheet shows the following categories of Financial Instrument:

31 March 2021 Balance			31 March 2022 Balance	
Long-Term £'000	Current £'000		Long-Term £'000	Current £'000
Financial Assets at amortised cost				
15,044	46,202	Investments	30,125	50,137
0	5,541	Trade Receivables (Debtors note 21)	0	7,761
0	22,185	Cash and Cash Equivalents	0	31,382
15,044	73,928	Total Financial Assets	30,125	89,280
0	14,586	Debtors that are not financial instruments	0	5,076
0	7	Other non financial instruments	0	8
15,044	88,521	Total	30,125	94,364
Financial Liabilities at amortised cost				
(166,330)	(5,055)	Borrowings	(158,332)	(8,067)
0	(7,821)	Trade Payables (Creditors note 23)	0	(10,903)
0	(3,443)	Cash and Cash Equivalents		(4,495)
(166,330)	(16,319)	Total Financial Liabilities	(158,332)	(23,465)
0	(23,146)	Creditors that are not financial instruments	0	(28,720)
0	(1,888)	Provisions that are not financial instruments	0	(1,644)
(166,330)	(41,353)	Total	(158,332)	(53,829)

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

18. Financial Instruments Income, Expense, Gains and Losses

Gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to Financial Instruments are made up as follows:

2020/2021 £'000	Surplus or deficit on the provision of services (Single entity)	2021/2022 £'000
	Interest revenue	
(660)	Financial assets measured at amortised cost	(503)
5,457	Interest expense *	5,336
4,797	Net (gain)/loss for the year	4,833

* The majority of interest paid was to the Public Works Loan Board (PWLB).

19. Fair Value of Financial Assets and Liabilities

The Council's financial assets and financial liabilities are carried in the Balance Sheet at amortised cost. However, the Council is required to disclose the fair value of each class of financial asset and financial liability for comparison.

The fair value of Financial Assets and Financial Liabilities that are not measured at fair value

The only Financial Instrument where the Fair Value differs materially from the Balance Sheet carrying amount is the loan portfolio from the PWLB. The fair value of the loan portfolio was provided by Link Asset Services, an external independent consultancy service, it was assessed by:

- i) calculating the amounts the Council would have had to pay (including penalty charges) for early repayment of these loans on the relevant dates (Premature Repayment Rate) and
- ii) comparing the terms of the Council's loans with PWLB new borrowing rates (New Loan Rate).

The final maturity date of this debt is scheduled to be 3 September 2040. This is a Level 2 valuation - "other significant observable inputs" (see accounting policy 1.21 on page 37).

31 March 2021			31 March 2022	
Balance			Balance	
Carrying amount	Fair value		Carrying amount	Fair value
£'000	£'000		£'000	£'000
		Financial Liabilities		
171,385		PWLB Borrowing	166,399	
	207,180	(i) Premature Repayment Rate basis		188,432
	192,738	(ii) New Loan Rate basis		176,723

In particular, relating to the (i) Premature Repayment Rate assessment, the Fair Value of the PWLB financial liability (Borrowings) is higher than the carrying amount because, should the Council wish to repay the loans early, the interest payable on the fixed rate PWLB loans is higher than the prevailing rates offered by the PWLB. This shows a notional future loss (based on economic conditions at 31 March 2022) arising from a commitment to pay interest above current market rates.

The Fair Value of Trade payables and Trade receivables is taken to be the invoice amount.

The Council's investment portfolio at the Balance Sheet date consisted entirely of call account deposits and fixed term deposits with Banks, Building Societies, Housing Associations and Local Authorities. The maturity dates of all investments except six long term investments were within 12 months of the Balance Sheet date. Of the six long term investments two mature after April 2023; three in 2024 and 1 in 2026. None of the investments were impaired (i.e. considered at risk of default). The carrying amount is assumed to approximate to fair value.

20. Nature and Extent of Risks arising from Financial Instruments

The Council has adopted CIPFA's Code of Practice on Treasury Management (and subsequent amendments) and complies with The Prudential Code for Capital Finance in Local Authorities.

Investments were made in compliance with the Council's Treasury Management Strategy Statement 2021/2022 which is based on CIPFA's latest Code of Practice on Treasury Management. Risk is mitigated through the Annual Investment Strategy (contained in the Treasury Management Policy) in compliance with the Ministry of Housing, Communities and Local Government's Investment Guidance for Local Authorities. The guidance emphasises that priority is to be given to security, liquidity and yield in that order.

The Council's overall risk management policy focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management, in relation to treasury management, is carried out by Senior Accountants in consultation with the Section 151 Officer under policies approved by the Council in the Treasury Management Policy.

The Council's Annual Investment Strategy (AIS) for 2020/2021, which reviews the arrangements and approved limits for the operation of the Council's Treasury Management Policy, can be found on the Council's website www.waverley.gov.uk (Council 18 February 2020 meeting). This Strategy was also applied in the 2021/2022 financial year whilst the impact of the changes in borrowing rules from the PWLB were assessed.

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

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

Credit Risk

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

The Council manages risk through its Treasury Management Framework, which includes the Treasury Management Practices, to minimise risk. The Treasury Management Framework is approved at a full Council meeting prior to the financial year over which it will cover.

All of the Council's £80 million external investments as at 31 March 2022 (£81million total investments as at 31 March 2021) were either in UK banks, building societies, housing authorities or Local Authorities.

The average number of days to maturity as at 31 March 2022 was 296 (235 as at 31 March 2021). The average rate of investment return in 2021/2022 was 0.6% (0.86% in 2020/2021).

Expected Credit Loss

Deposits with County Councils or other Local Authorities are not subject to the requirement to make a loss allowance as statutory provisions prevent default.

Credit risk for the deposits with banks and building societies is deemed to be low. Waverley has never experienced losses from its investments with bank and building societies despite the financial environment over the past decade. Any risk is mitigated by application of Waverley's approved Treasury Management Practices which sets out Waverley's approach to risk and includes restrictions on counterparties involved, limits on amounts invested, restrictions on investment periods, types of instruments used, credit ratings etc.

The Council has no experience of default on its investments and does not expect any losses from non-performance by any of its counterparties in relation to deposits.

The table below summarises the nominal value of the Council's investment portfolio as at 31 March 2022 and confirms that all investments were made in line with the Council's Treasury Management Policy.

Counterparty Fitch credit rating when Investment placed	Credit Rating Criteria met when Investment placed	Credit Rating Criteria met on 31 March 2022	Balance Invested as at 31 March 2022			Total
			Instant access	up to 1 year	over 1 year	
			£'000	£'000	£'000	£'000
			Length of investment from date invested to maturity date			
			Instant access	up to 1 year	over 1 year	
			£'000	£'000	£'000	£'000
Not rated ¹	LA	LA		10,000	20,000	30,000
Equivalent	H/A	H/A			25,000	25,000
A+ stable	Y	Y	30,535	15,000		45,535
A+ negative	Y	Y				0
A stable	Y	Y				0
A negative	Y	Y		10,000		10,000
Totals			30,535	35,000	45,000	110,535

1. Waverley had five deposits with other Local Authorities as at 31 March 2022, three of which are for over a year in duration. Local Authorities are not generally rated individually but are considered equivalent to Government institutions and fall within the Annual Investment Strategy.

The comparative figures for the Council's investment portfolio as at 31 March 2021 are below:

Counterparty Fitch credit rating when Investment placed	Credit Rating Criteria met when Investment placed	Credit Rating Criteria met on 31 March 2021	Balance Invested as at 31 March 2021			Total
			Instant access	up to 1 year	over 1 year	
			£'000	£'000	£'000	£'000
			Length of investment from date invested to maturity date			
			Instant access	up to 1 year	over 1 year	
			£'000	£'000	£'000	£'000
Not rated ²	LA	LA		10,000	17,000	27,000
Equivalent	H/A	H/A			10,000	10,000
A+ stable	Y	Y	22,176	4,000		26,176
A+ negative	Y	Y				0
A stable	Y	Y		10,000		10,000
A negative	Y	Y		10,000		10,000
Totals			22,176	34,000	27,000	83,176

2. Waverley had six deposits with other Local Authorities as at 31 March 2021, one of which is for over one year in duration. Local Authorities are not generally rated individually but are considered equivalent to Government institutions and fall within the Annual Investment Strategy.

Trade Receivables

There are no material trade receivable debts which pose a credit risk to the Council at the Balance Sheet date which have not been covered by the impairment allowance (for bad debts).

The impairment allowances for trade receivables have been calculated using general past experience of default for the particular classes of debtor taking into account the age of outstanding debts and the economic climate at the balance sheet date.

An invoice is generally 'past due' after it has been raised. The credit quality of the trade receivables, which are neither past due nor impaired, is considered good. Of the trade debtors that are not impaired, the amount that is past due for payment is considered fully recoverable and therefore risk is minimal on this amount.

Liquidity risk

The Council has a comprehensive cash-flow management process that seeks to ensure that cash is available as needed. If unexpected movements happen the Council has ready access to borrowings from the market and the PWLB and maintains a prudent amount invested on call at all times. There is no significant risk that it will be unable to raise finance to meet its commitments under Financial Instruments. In the event that the Council needs to raise additional finance to fund its capital plans, the Council would need to consider refinancing some of its long-term borrowing (PWLB loans repayable on maturity between 0.5 years and 19.5 years). The PWLB loans will be reviewed in the future as part of the Council's financial strategy.

All trade and other creditor payables are due to be paid in less than one year. It is considered that the Council has no material exposure to liquidity risk.

The maturity profile of the nominal value of the Council's debt was as follows:

31 March 2021 £'000	% of total debt portfolio		Years	31 March 2022 £'000	% of total debt portfolio
4,984	3%	Short Term Borrowing	< 1 year	7,998	5%
35,824	21%	Long Term Borrowing	≥ 1 year ≤ 5 years	38,225	23%
60,258	35%		>5 years ≤ 10 years	64,420	39%
67,010	39%		>10 years ≤ 15 years	52,449	31%
0	0%		>15 years ≤ 20 years	3,238	2%
3,238	2%		>20 years ≤ 25 years	0	0%
171,314	100%	Total Borrowing		166,330	100%

Market risk - interest rate risk

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

- borrowings at fixed rates - the fair value of the liabilities borrowings will fall.
- investments at variable rates - the interest income credited to the (Surplus) or Deficit on the Provision of Services will rise (the Council's practice is to deal only in fixed rate investments).
- investments at fixed rates - the fair value of the assets will fall.

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the (Surplus) or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure. However, changes in interest receivable on variable rate investments would be posted to the (Surplus) or Deficit on the Provision of Services and affect the General Fund Balance.

The Council's practice is to deal only in fixed rate sterling and fixed term investments. The Council's investments were all held at fixed rates as at 31 March 2022 and are due to mature within one year except for six investments totalling £30 million of which two mature in 2023, three in 2024, and one in 2026.

The Council received £501,000 interest on its external investments in 2021/2022 at an average interest rate of 0.6%. If the average rate had been 0.25% less (i.e. 0.35%) the Council would have received approximately £209,000 less income; a 0.25% rise in interest rates would similarly have produced approximately £209,000 more income.

The fair value (premature repayment rate) of the Council's fixed rate PWLB borrowings (carrying value £166,399,000 including accrued interest) was £188,432,000 at 31 March 2022. If the discount rates (based on prevailing premature repayment interest rates) had been 1% less, the fair value of the Council's loans would have been £202,101,000 (£13,668,000 higher, but with no impact on the (Surplus) or Deficit on the Provision of Services or other Comprehensive Income and Expenditure). If the discount rates had been 1% higher the fair value of the loans would be £176,025,000 (£12,408,000 less, but again with no impact on the Surplus or Deficit on the Provision of Services or other Comprehensive Income and Expenditure). There would be an early repayment penalty incurred by refinancing of £10,324,000.

Interest Rate profile of financial liabilities	31/03/2021	31/03/2022
Total £'000	(171,385)	(166,399)
Weighted average interest rate (%)	3.1	3.1
Weighted average period (years)	8.5	7.8

Market risk - price risk

The Council does not invest in equity shares and therefore is not subject to any price risk (i.e. the risk that the Council will suffer loss as a result of adverse movements in the price of financial instruments).

Market risk - foreign exchange risk

The Council has no financial assets or liabilities denominated in a foreign currency. It therefore has no exposure to loss arising as a result of adverse movements in exchange rates.

21. Short Term Debtors

31 March 2021 Balance £'000		31 March 2022 Balance		
		Single Entity £'000	Subsidiaries (Trusts) £'000	Group Total £'000
	Debtors			
5,541	Trade Receivables	7,761	0	7,761
1,430	Prepayments	734	0	734
13,156	Other Receivable Amounts	4,342	0	4,342
20,127	Total Debtors net of Impairment Allowance	12,837	0	12,837
3,064	Impairment Allowance	3,537		3,537

22. Cash and Cash Equivalents

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

31 March 2021 Balance £'000		31 March 2022 Balance		
		Single Entity £'000	Subsidiaries (Trusts) £'000	Group Total £'000
9	Cash held by the Council	7		7
(3,443)	Bank current accounts	(4,495)		(4,495)
22,176	Short-term investments	31,375		31,375
185	Shottermill Recreation Ground Trust		129	129
1,457	Ewart Bequest		1,516	1,516
20,384	Total Cash and Cash Equivalents	26,887	1,645	28,532

'Short-term investments' are those held on 'call' with a bank rather than invested in longer term Fixed Deposits.

23. Short Term Creditors

31 March 2021 Balance £'000		31 March 2022 Balance		
		Single Entity £'000	Subsidiaries (Trusts) £'000	Group Total £'000
	Creditors			
(7,821)	Trade Payables	(10,903)	(8)	(10,911)
(21,464)	Government Covid-19 related Payables	(18,363)		(18,363)
(1,690)	Other payables	(10,357)		(10,357)
(30,975)	Total	(39,623)	(8)	(39,631)

'Government Grant' creditors above include grants which the Council have not yet met the grant conditions, but plan to in the 2022/2023 financial year. Until the conditions are met, the grants are repayable therefore held as creditors.

24. Usable Reserves

Movements in the Council's usable reserves are detailed in the Movement in Reserves Statement.

25. Unusable Reserves

The Council has a number of unusable reserves in the Balance Sheet. These are required to be held for statutory reasons and to comply with proper accounting practice.

31 March 2021			31 March 2022
Balance			Balance
£'000			£'000
(107,444)	Revaluation Reserve	See page 64	(167,266) Holds unrealised gains and losses on revaluation of assets
(271,261)	Capital Adjustment Account	See page 65	(280,320) Store of capital assets set aside to represent past expenditure
79,999	Pension Reserve	See note 36 from page 76	64,852 Balancing account to allow inclusion of Pensions Liability in the Balance Sheet
9,088	Collection Fund Adjustment Account		2,988 Holds difference between CIES and statutory requirements
<u>(289,618)</u>	Total Unusable Reserves		<u>(379,746)</u>

Explanation of Movements on Unusable Reserves

Revaluation Reserve

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

The movement on the Revaluation Reserve is made up as follows:

2020/2021 Movement £'000		2021/2022 Movement £'000
(91,476)	Balance at 1 April	(107,444)
(44,205)	Upward Revaluations of assets	(77,528)
26,840	Downward revaluation of assets and impairment losses not charged to the (Surplus)/Deficit on the Provision of Services	16,411
(17,365)	(Surplus) or Deficit on revaluation of non-current assets not posted to the (Surplus) or Deficit on the Provision of Services	(61,117)
261	Difference between fair value depreciation and historical cost depreciation	659
1,136	Accumulated gains on assets sold or scrapped	636
1,397	Amount written off to the Capital Adjustment Account	1,295
(15,968)	Net Movement in year	(59,822)
(107,444)	Balance at 31 March	(167,266)
	Group (Surplus) or Deficit on revaluation of non-current assets not posted to the (Surplus) or Deficit on the Provision of Services (to CIES page 13)	
(17,365)	Single entity	(61,117)
(1,725)	Shottermill Recreation Ground Trust	(607)
(153)	Ewart Bequest	(250)
(19,243)		(61,974)

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 subsequent costs as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction and subsequent costs.

The Account contains accumulated gains and losses on Investment Properties and gains recognised on 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 that the Revaluation Reserve was created to hold such gains.

The movement on the Capital Adjustment is made up as follows:

2020/2021		2021/2022
Movement		Movement
£'000		£'000
(266,025)	Balance at 1 April	(271,261)
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement (see note 8):	
6,814	Depreciation of non-current assets	7,892
(1,046)	Revaluation losses & reversals on Property, Plant & Equipment	(1,458)
104	Amortisation of intangible assets	114
44	Revenue expenditure funded from capital under statute	66
4,601	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	2,989
<u>10,517</u>		<u>9,603</u>
(1,397)	Adjusting amounts written out of the Revaluation Reserve	(1,295)
9,120	Net written out amount of the cost of non-current assets consumed in the year	8,308
	Capital financing applied in the year:	
(3,604)	Use of the Capital Receipts Reserve to finance new capital expenditure	(1,938)
(3,218)	Use of the Major Repairs Reserve to finance new capital expenditure	(4,589)
(252)	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(335)
(36)	Application of grants to capital financing from the Capital Grants Unapplied Account	(313)
(4,424)	Repayment of borrowing	(5,184)
(580)	Capital expenditure charged against the General Fund and HRA balances	(2,804)
<u>(12,114)</u>		<u>(15,163)</u>
(2,242)	Movements in the fair value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	(2,204)
Other		
<u>(5,236)</u>	Net Movement in year	<u>(9,059)</u>
<u>(271,261)</u>	Balance at 31 March	<u>(280,320)</u>

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed at the time the Council makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions 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.

See Pensions note 36 for further detail

2020/2021		2021/2022
£'000		£'000
66,232	Balance at 1 April	79,999
12,515	Remeasurements of the net defined benefit liability/(asset)	(19,252)
5,694	Reversal of items relating to retirement benefits debited or credited to the (Surplus) or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	8,044
(3,856)	Employer's pensions contributions and direct payments to pensioners payable in the year	(3,939)
(586)	Adjustment to reflect the difference in actual cumulative payments made to the fund by the Council and the Actuaries report for Employer's pensions contributions	0
<hr/> 13,767	Net Movement in year	<hr/> (15,147)
<hr/> 79,999	Balance at 31 March	<hr/> 64,852

Collection Fund Adjustment Account

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

2020/2021		2021/2022
£'000		£'000
(52)	Balance at 1 April	9,088
9,140	Amount by which council tax and business rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and business rates income calculated for the year in accordance with statutory requirements.	(6,100)
<hr/> 9,088	Balance at 31 March	<hr/> 2,988

26. Cash-Flow Statement - Operating Activities

The Cash-Flow Statement has been prepared using the indirect method. This method derives the revenue cash flow by adjusting the Net (Surplus) or Deficit on the provision of services in the Comprehensive Income and Expenditure Statement to a cash basis.

Adjustments are made for non-cash items which include depreciation and impairments, accruals and the non-cash element of the pensions liability (as set out in the Accounting Policies).

The cash-flows for operating activities includes the following items (on a cash basis):

2020/2021		2021/2022
£'000		£'000
5,417	Interest paid	5,314
(756)	Interest received	(486)

The (Surplus) or Deficit on the Provision of Services has been adjusted for the following non-cash movements:

2020/2021		2021/2022
£'000		£'000
(6,814)	Depreciation	(7,892)
1,046	Impairment and downward valuations	1,458
(104)	Amortisations	(114)
(268)	(Increase)/Decrease in Impairment Allowance	(473)
(14,453)	(Increase)/Decrease in Creditors	(7,689)
(3,054)	Increase/(Decrease) in Debtors	(614)
(2)	Increase/(Decrease) in Inventories	1
(1,252)	Pensions liability	(4,105)
(4,601)	Carrying amount of non-current assets sold	(2,986)
(381)	Provisions	244
2,242	Movements in the value of Investment Properties	2,204
(27,641)	Total non-cash movements	(19,966)

The (Surplus) or Deficit on the Provision of Services has been adjusted for the following items that are investing and financing activities:

2020/2021		2021/2022
£'000		£'000
660	Proceeds from Short-term Investments (cash interest on investments)	503
2,908	Proceeds from the sale of Property, Plant and Equipment	8,327
3,054	Grants received for financing of capital expenditure	6,517
6,622		15,347

27. Cash-Flow Statement - Investing Activities

2020/2021 £'000		2021/2022 £'000
15,732	Purchase of Property, Plant and Equipment and Intangible assets	8,946
41,000	Purchase of Short-term and Long-term Investments	43,000
(43,756)	Proceeds from Short-term Investments	(24,486)
(2,908)	Proceeds from the sale of Property, Plant and Equipment	(8,327)
(3,119)	Capital Grants and contributions received for the cost of purchasing Property, Plant and Equipment or Intangible assets	(441)
6,949	Net cash-flows from Investing Activities	18,692

28. Cash-Flow Statement - Financing Activities

2020/2021 £'000		2021/2022 £'000
4,303	Repayments of Short-term Borrowing	4,984
492	The difference between the preceptors' share of Council Tax cash collected and net cash paid to preceptors for their precept and settlement of the estimated (surplus)/deficit on the Collection Fund	(3,739)
13,186	The difference between Central Government and major preceptors' share of Business Rates income cash collected and net cash paid to Central Government and major preceptors	(8,854)
17,981	Net cash-flows from Financing Activities	(7,609)

29. Cash-Flow Statement - Major classes of gross cash receipts and payments

The gross cash receipts attributable to the Council and gross cash payments from operating activities are set out below:

2020/2021 £'000		2021/2022 £'000
Gross cash receipts		
(13,856)	Council Tax collected in the year attributable to the Council	(14,481)
(14,791)	Business Rates income	(14,451)
(30,595)	Grants	(28,474)
(18,199)	Housing Rents	(19,498)
(20,776)	Sales of goods and services	(17,082)
(98,217)	Cash inflows from operating activities	(93,986)
Gross cash payments		
14,402	Waverley Business Rates tariff to Central Government	14,402
15,130	Cash paid to and on behalf of employees	15,872
11,822	Housing Benefit paid out	10,603
3,530	Precepts paid	3,671
888	Payments to the capital receipts pool	324
15,197	Cash paid to suppliers of goods and services	23,086
5,417	Interest paid	5,314
1,332	Other payments for operating activities	1,486
67,718	Cash outflows generated from operating activities	74,758
(30,499)	Net cash-flows from Operating Activities	(19,228)

30. Officers' Remuneration

The definition of remuneration here includes all amounts paid to or receivable by an employee other than employer's pension contributions and includes sums by way of taxable expense allowances and the estimated monetary value of any benefits.

The number of employees (including those whose remuneration has been disclosed individually in the Senior Officers table at the bottom of this page) whose remuneration, excluding employer's pension contributions, was £50,000 or more in bands of £5,000 were:

2020/2021 Number of Employees	Remuneration Band	2021/2022 Number of Employees
19	£50,000 - £54,999	21
4	£55,000 - £59,999	10
5	£60,000 - £64,999	6
2	£65,000 - £69,999	3
2	£70,000 - £74,999	1
4	£75,000 - £79,999	2
2	£80,000 - £84,999	4
2	£85,000 - £89,999	1
0	£90,000 - £94,999	1
2	£105,000 - £109,999	2
1	£130,000 - £134,999	0
0	£140,000 - £144,999	1
43	Total	52

Salary range bandings that are zero for both financial years have been omitted.

1. The number remaining in post at year end 31st March 2022 is 51

The remuneration disclosures for designated Senior Officers (Management Board members) for 2021/2022:

2021/2022						
Name & Title (where applicable)	Salary (including fees & allowances) £	Expense allowance & Benefits in kind £	Total pre-tax remuneration received by employee £	Employer's Pension Contributions £	Total Remuneration including pension contributions £	Net cost to Waverley £
Chief Executive (to 30/11/2021)	90,205	0	90,205	15,209	105,414	105,414
Tom Horwood Joint Chief Executive* (from 01/12/2021)	50,000	0	50,000	8,600	58,600	29,300
Strategic Director	109,639	0	109,639	18,858	128,497	128,497
Strategic Director	109,639	0	109,639	18,858	128,497	128,497

*From 1 December 2021 the Chief Executive post at Waverley Borough Council and the Managing Director post at Guildford Borough Council were replaced with a new post of Joint Chief Executive for Waverley Borough Council and Guildford Borough Council. The Joint Chief Executive is contractually employed by Waverley Borough Council, however the costs are shared 50/50 with Guildford Borough Council. The above "Total Remuneration including pension contributions" represents 100% of Joint Chief Executive's remuneration for 2021/22.

The salary for the Chief Executive and Joint Chief Executive in the above table have been combined in the remuneration banding table at the top of the page as these roles have been occupied by the same employee.

The comparative information for 2020/2021 relating to individuals in the 2021/2022 note is:

2020/2021						
Name & Title (where applicable)	Salary (including fees & allowances)	Expense allowance & Benefits in kind	Total pre-tax remuneration received by employee	Employer's Pension Contributions	Total Remuneration including pension contributions	Net cost to Waverley
	£	£	£	£	£	£
Chief Executive	131,977	0	131,977	22,882	154,859	154,859
Strategic Director	109,352	0	109,352	18,764	128,116	128,116
Strategic Director	109,094	0	109,094	18,764	127,858	127,858

Exit Packages

The numbers of exit packages with total cost of compulsory and other departures per band are set out in the tables below.

These payments comply with due entitlement under law and Council policy and typically comprise a payment to the employee and, where appropriate, a payment to the Pension fund.

As part of the recruitment of a Joint Chief Executive for Waverley Borough Council and Guildford Borough Council during 2021/22, Waverley reimbursed Guildford £71,554 (50% of the redundancy payment) relating to the exit package for the former Managing Director at Guildford Borough Council. The total cost of the exit package is shown in the Guildford Borough Council's Statement of Accounts for 2021/22 and is not reflected in the figures below.

2021/2022				
(a)	(b)	(c)	(d)	(e)
Exit package cost band (including special payments)	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band [(b) + (c)]	Total cost of exit packages in each band
				£
£1 - £20,000	2	0	2	15,683
£20,001 - £60,000	1	1	2	83,161

2020/2021				
(a)	(b)	(c)	(d)	(e)
Exit package cost band (including special payments)	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band [(b) + (c)]	Total cost of exit packages in each band
				£
£1 - £20,000	8	0	8	49,925
£40,001 - £60,000	1	0	1	41,471

31. Members' Allowances

The Code requires the disclosure of all payments relating to the remuneration of Members, not just those formally described as 'allowances'.

Members' allowances totalling £406,649 were paid in 2021/2022 (2020/2021 £405,257). A detailed list of the allowances paid to each Member can be found on the Council's website and is summarised below:

2020/2021 £'000		2021/2022 £'000
284	Basic Allowance	283
120	Special Responsibility Allowance	122
1	Travelling and Subsistence Allowance	2
0	Internet Charges	0
405		407

32. External Audit Costs

The Council has incurred the following costs in relation to the audit of the Statement of Accounts:

2020/2021 £'000		2021/2022 £'000
64	* Fees payable to Grant Thornton UK LLP with regard to external audit services carried out by the appointed auditor for the year	67
32	Fees payable in respect of other services provided by Grant Thornton UK LLP during the year **	32
96		99

* In 2020/2021, in addition to the £49k shown for 2019/2020, the Council incurred extra costs of £22k in relation to variations reflecting changes to the auditing standards and the Code of Audit Practice payable to Grant Thornton.

** The fees for other services payable related to the Housing Capital Receipts Claim and certification of Housing Benefit Grant Claims.

In 2021/2022 the Council received grant support of £21,390 for 2020/2021 additional fees relating to new accounting standards and the change to the VFM audit. In addition, the PSAA approved the distribution of surplus funds relating to 2020/2021. The Council's share of the surplus was £8,190 also received in 2021/2022.

33. Capital Grants and Contributions Income

The table below shows the movement in the **Capital Grants Unapplied Account** in the year. The grant funding was used to finance capital expenditure in the year or transferred to the Capital Grants Unapplied Account to be used for future financing.

31 March 2021 Balance		2021/2022			31 March 2022 Balance
£'000		Credited to Taxation and Non-Specific Grant Income £'000	Credited to Service REFFCUS £'000	Used to Finance Capital Expenditure in Year £'000	£'000
(4,307)	Section 106 Contributions	(683)	(134)	417	(4,707)
(2,838)	Community Infrastructure Levy	(5,196)			(8,034)
(143)	Other Contributions	(420)		364	(199)
(1,265)	Disabled Facilities Grant	(218)	(660)	660	(1,483)
(8,553)		(6,517)	(794)	1,441	(14,423)

34. Related Parties

The Council is required to disclose material transactions with related parties (bodies or individuals) that have the potential to control or influence the Council, or to be controlled or influenced by the Council. Disclosure of these transactions allows readers to assess the extent to which the Council might have been constrained in its ability to 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 some operations of the Council through legislation. It is responsible for providing the statutory framework within which the Council operates, provides key funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. housing benefits). Details of the main transactions with Government Departments are set out in the note 11.

Trusts

The Council is sole managing trustee of two charitable trusts:

- Bequest of Joseph Ewart (Charity Number 237580)
- Shottermill Recreation Ground and Swimming Pool (Charity Number 305060)

As the Council is sole trustee of both charities and has the ability to direct operating and financial policies, the accounts of these charities are consolidated into the group accounts of the Council. Accounts of the charities can be found at pages 94-97.

Pension Fund - is administered by Surrey County Council, details of the Pension Fund are shown in note 36 page 74.

Members and Officers

Members of the Council have direct control over the Council's financial and operating policies. Councillors sit on committees and forums of a number of community organisations, as Borough Council representatives. These bodies have no direct control over Waverley Borough Council, however the grants may be considered material to these organisations. Grants to these community organisations in 2021/2022 totalled £900,261.

Every Member, Chief Officer and Head of Service is required to sign a related party transactions declaration. The Council must disclose any transaction that is material to either the Council or the organisation with which the transaction took place. Other than transactions listed above, no material related party transactions have been identified.

Details of councillor appointments to outside bodies can be found on the Waverley Borough Council website. Disclosures on Members' Allowances can be found in note 31 on page 71 and Officers' Remuneration in note 30 page 69.

35. Leases

The Council's activity as lessor:

Finance Leases

At 31 March 2022 the Council has one material asset, Brightwells Regeneration Scheme, for which in 2017/2018 it granted a 150 year finance lease to Surrey County Council. The Finance lease debtor was immediately extinguished by a premium.

Operating Leases

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

- economic development purposes to provide suitable accommodation for local businesses
- the provision of community, leisure and recreation facilities.

The Council as "lessor" retains the assets in its Balance Sheet and the rental income is credited to revenue as it becomes due.

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

31 March 2021		31 March 2022
£'000		£'000
1,854	Not later than one year	1,825
5,956	Later than one year and not later than five years	5,954
53,825	Later than five years	53,519
61,635		61,298

The minimum lease payments receivable do not include rents that are contingent on future events, such as adjustments following rent reviews.

36. Defined Benefit Pension Schemes

Participation in Pension Schemes

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

The Council participates in The Local Government Pension Scheme (LGPS) which is administered by Surrey County Council. It is a funded defined benefit salary scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets in the long term. The current scheme operates under the regulatory framework for the LGPS and the governance of the scheme is the responsibility of the Pension Board of Surrey County Council.

In order to ensure that funds are sufficient to cover potential liabilities Surrey County Council employs an actuary who undertakes a formal valuation of the Fund on a triennial basis. The actuary determines appropriate employer's contributions to the Fund to cover the service of current staff for the following three years and backfunding payments required to cover the shortfall relating to past service.

The figures disclosed below have been prepared by Hymans Robertson LLP, the Actuary to the Surrey Pension Fund, and have been produced in accordance with Technical Actuarial Standard 100: Principles for Technical Actuarial Work, which came into force on 1 July 2017.

The Actuary has used the 'projected unit credit' method of valuation to project the valuation results of the latest formal valuation date forward to 31 March 2022 using approximation methods. The roll-forward allows for changes in financial assumptions, additional benefit accrual and estimated cash flows over the period.

The principal risks to the Council 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 Housing Revenue Account the amounts required by statute as described in the accounting policies note (1.7).

In the Council's opinion, the assumptions made by the Actuary, including rates of return on assets, discount rates, inflation and life expectancy are appropriate. There were no special factors regarding the Council's profile that would be likely to have a material impact upon the Actuary's figures.

Further information relating to the Surrey Pension Fund can be found in the Pension Fund's Annual Report which is available from Surrey Pensions Team, Surrey County Council, PO Box 465, Reigate. RH2 2HA (website www.surreypensionfund.org).

Transactions Relating to Retirement Benefits

The Council recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge 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:

2020/2021
£'000

2021/2022
£'000

Comprehensive Income and Expenditure Statement

	Cost of Services:	
4,178	Current Service Cost	6,421
4	Past Service Cost	0
	Financing and Investment Income and Expenditure:	
1,512	Net interest expense	1,623
5,694	Total Post-employment Benefits charged to the (Surplus) or Deficit on the Provision of Services	8,044
	Other Post-employment Benefits charged to Comprehensive Income and Expenditure Statement	
	Remeasurement of the net defined benefit liability comprising:	
(27,757)	Return on assets (excluding the amount included in net interest expense)	(6,168)
2,214	Actuarial losses/(gains) arising on changes in demographic assumptions	(681)
39,906	Actuarial losses/(gains) arising on changes in financial assumptions	(11,445)
(1,848)	Other experience losses/(gains)	958
12,515	Total remeasurement of the net defined benefit liability loss / (gain)	(19,252)
18,209	Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement	(11,208)

Movement in Reserves Statement

General Fund Balance

(4,367)	Reversal of net charges made to the (Surplus) or Deficit for the Provision of Services for post-employment benefits in accordance with the code	(6,268)
	Actual amount charged against the General Fund Balance:	
2,736	Employers' contributions payable to scheme	2,825
416	Adjustment for cumulative difference between Actuaries report and contributions	0

Housing Revenue Account Balance

(1,327)	Reversal of net charges made to the (Surplus) or Deficit for the Provision of Services for post-employment benefits in accordance with the code	(1,776)
	Actual amount charged against the HRA Balance for pensions in the year:	
1,120	Employers' contributions payable to scheme	1,114
170	Adjustment for cumulative difference between Actuaries report and contributions	0

Balance Sheet Disclosures

Assets and Liabilities in Relation to Post-employment Benefits

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

31 March 2021		31 March 2022	
£'000		£'000	
(211,610)	Estimated liabilities in scheme	(203,486)	
131,611	Estimated assets in scheme	138,634	
(79,999)	Net asset/(liability)	(64,852)	

The liabilities show the underlying commitments that the Council has to pay retirement benefits. The net liability of £63 million has an impact on the theoretical net worth of the Council as recorded in the Balance Sheet. In order to reduce the deficit on the Council's element of the Fund, the Council is required to make annual backfunding contributions to the Fund in addition to contributions relating to current service.

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the 'projected unit credit' method, as required under IAS19.

The main assumptions used by the Actuary in the calculations have been:

31 March 2021		31 March 2022	
3.75%	Rate of increase in salaries	4.20%	
2.85%	Rate of increase in pensions	3.20%	
2.00%	Rate for discounting scheme liabilities	2.70%	
25%/63%	Take-up of option to convert annual pension into retirement grant (pre/post April 2008)	55%/55%	

Life Expectancy

Life expectancy is based on the Fund's VitaCurves, with improvements in line with the Chartered Management Institute (CMI) 2021 Model, with a 0% weighting of 2021 (and 2020) data, an allowance for smoothing of recent mortality experience, initial adjustment of 0.25% and long-term rates of 1.5% pa for both males and females.

Longevity:

31 March 2021			31 March 2022		
Males	Females		Males	Females	
22.3 years	24.7 years	Current Pensioners	22.3 years	24.9 years	
23.4 years	26.4 years	Future Pensioners *	23.1 years	26.3 years	

* Figures assume members aged 45 as at the last formal valuation date

Pension scheme assets comprised

Assets in the Surrey Pension Fund are valued at bid value as required under IAS19. The figures for the Council represent a proportionate share of the Fund as a whole.

31 March 2021		Period ended 31 March 2022		
Assets Total		Quoted prices in active markets	Assets Unquoted prices not in active markets	Total
£'000		£'000	£'000	£'000
	Equity investments			
3,136	Consumer	2,425		2,425
1,724	Manufacturing	1,934		1,9534
281	Energy & Utilities	430		430
2,035	Financial Institutions	1,609		1,609
1,238	Health & Care	1,656		1,656
4,474	Information Technology	4,338		4,338
0	Other			0
	Debt Securities			
5,687	UK Government		4,614	4,614
9,903	Private Equity		13,624	13,624
	Real Estate			
5,085	UK Property	1,797	3,734	5,531
2,572	Overseas Property		2,955	2,955
	Investment Funds & Unit Trusts			
74,994	Equities	81,406		81,406
17,557	Bonds	15,184		15,184
	Derivatives			
(222)	Foreign Exchange	(561)		(561)
3,147	Cash & Equivalents	3,489		3,489
131,611		113,707	24,927	138,634

Actuary's Estimated Movements in Deficit during the Year

2020/2021 £'000		2021/2022 £'000
(65,646)	Opening Position as at 1 April	(79,999)
(4,178)	Current Service Cost	(6,421)
(4)	Past Service Cost	0
3,729	Employer Contributions	3,817
127	Contributions in respect of Unfunded Benefits	122
(1,512)	Net Return on Assets	(1,623)
	Actuarial Remeasurements:	
27,757	Actual Return less Expected Return on Pension Scheme Assets	6,168
(2,214)	Changes in Demographic Assumptions	681
(39,906)	Changes in Financial Assumptions	11,445
1,848	Other Experience	958
(79,999)	Deficit at end of Year	(64,852)

Reconciliation of present value of the scheme liabilities (Defined Benefit Obligation)

2020/2021 £'000		2021/2022 £'000
168,418	Opening Position as at 1 April	211,610
4,178	Current Service Cost	6,421
4	Past Service Cost	0
3,860	Interest Cost	4,241
	Actuarial Losses:	
2,214	Changes in Demographic Assumptions	(681)
39,906	Changes in Financial Assumptions	(11,445)
(1,848)	Other Experience	(1,456)
848	Member Contributions	862
(5,843)	Estimated Benefits Paid	(5,944)
(127)	Estimated Unfunded Benefits Paid	(122)
211,610	Defined Benefit Obligation at end of Year	203,486

Reconciliation of the movements in the fair value of the scheme assets

2020/2021 £'000		2021/2022 £'000
102,772	Fair Value of Employer Assets at beginning of Year	131,611
2,348	Interest Income on Plan Assets	2,618
27,757	Actual Return less Expected Return on Pension Scheme Assets	6,168
3,729	Employer contributions	3,817
127	Contributions in respect of Unfunded Benefits	122
	Actuarial Losses: Other Experience	(498)
848	Member Contributions	862
(5,843)	Estimated Benefits Paid	(5,944)
(127)	Estimated Unfunded Benefits Paid	(122)
131,611	Fair Value of Employer Assets at end of Year	138,634

Recognition in the Profit or Loss

31 March 2021		31 March 2022
£'000		£'000
4,178	Current Service Cost	6,421
3,860	Interest Cost	4,241
(2,348)	Expected Return on Employer Assets	(2,618)
4	Past Service Cost	0
5,694	Total	8,044

Summary of Scheme Position over past Five Years - Actuarial Figures

	31 March 2018	31 March 2019	31 March 2020	31 March 2021	31 March 2022
	£'000	£'000	£'000	£'000	£'000
Fair Value of Assets	110,076	115,637	102,772	131,611	138,634
<u>Less Present Value of Liabilities</u>	<u>(168,422)</u>	<u>(183,051)</u>	<u>(168,418)</u>	<u>(211,610)</u>	<u>(203,486)</u>
Surplus/(Deficit) in Scheme	(58,346)	(67,414)	(65,646)	(79,999)	(64,852)

Projected Pension Expense for the Year to 31 March 2023

	31 March 2023	
	% of pay	£'000
Projected Current Service Cost	46.2%	5,664
Income Interest on Plan Assets	-30.4%	(3,727)
Interest cost on Scheme Obligations	44.9%	5,500
Total	60.7%	7,437

The Actuary estimates the Council's Employer's Contributions for the Year to 31 March 2023 will be £3,844,000.

Sensitivity Analysis

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

Change in Assumptions at year ended 31 March 2022	Approximate % increase to Employer Liability	Amount £'000
0.1% decrease in Real Discount Rate	2%	3,331
0.1% increase in the Salary Increase Rate	0%	333
0.1% increase in the Pension Increase Rate	1%	2,971
1 year increase in member life expectancy	4%	8,139

The sensitivity analysis below shows the new Defined Benefit Obligation if the changes in assumptions were realised.

	Defined Benefit Obligation £'000
No change to assumptions	203,486
0.1% decrease in Real Discount Rate	206,817
0.1% increase in the Salary Increase Rate	203,819
0.1% increase in the Pension Increase Rate	206,457
1 year increase in member life expectancy	211,625

37. Provisions

At 31 March 2022 the Council has a provision of £1,643,600 for losses on backdated appeal costs covering the 2010 and 2017 Business Rates Rating Lists. See also note 4 to the Collection Fund on page 92.

2020/2021 £'000		2021/2022 £'000
(1,507)	Balance at 1 April	(1,888)
(2,261)	Recognition of Surrey County Council and Government balances at beginning of year	(2,832)
926	Amounts used in year	494
(1,878)	Reduction in provision made in year	117
2,832	Derecognition of Surrey County Council and Government balances at end of year	2,465
(1,888)	Balance at 31 March	(1,644)

38. Contingent Liabilities and Contingent Assets

As at 31 March 2022 the Council has no material contingent liabilities or contingent assets.

Supplementary Financial Statements

Housing Revenue Account (HRA)

The Collection Fund

Housing Revenue Account (HRA) Income and Expenditure Statement

The HRA Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. The Council charges rents to cover expenditure in accordance with the legislative framework. This may be different from the accounting cost. The increase or decrease in the year, on the basis of which rents are raised, is shown in the Movement on the Housing Revenue Account Statement.

2020/2021		2021/2022
£'000		£'000
	Expenditure	
4,586	Repairs and Maintenance	5,863
5,828	Supervision and Management	6,923
441	Rent, Rates, Taxes and other charges	358
6,156	Depreciation, Impairment and Revaluations Losses of Non-Current Assets	4,230
31	Debt Management Costs	35
17,042	Total Expenditure	17,409
	Income	
(28,566)	Dwelling Rents	(29,021)
(486)	Non-Dwelling Rents	(479)
(608)	Charges for services and facilities	(701)
(30)	Contributions towards expenditure	(49)
(29,690)	Total Income	(30,250)
(12,648)	Net Expenditure or Income of HRA Services as included in the whole authority Comprehensive Income and Expenditure Statement	(12,841)
573	HRA services share of Corporate and Democratic Core	560
621	HRA share of other amounts included in the whole authority Cost of Services but not allocated to specific services	651
(11,454)	Net Expenditure or Income of HRA Services	(11,630)
	HRA share of the operating income and expenditure included in the whole authority Comprehensive Income and Expenditure Statement:	
1,653	(Gain)/Loss on disposal of HRA non-current assets	(2,968)
5,585	Interest payable and similar charges	5,483
(282)	Interest and Investment income	(206)
46	Investment Properties	(49)
353	Pension Interest Cost & Expected Return on Pension Assets	358
93	Impairment losses	1
0	Capital Grants and Contributions	(84)
(4,006)	(Surplus)/Deficit for the year on HRA Services	(9,095)

Notes to the Housing Revenue Account are contained in pages 84-88.

Movement on the Housing Revenue Account Statement

2020/2021 £'000	2021/2022 £'000	£'000
(6,944) Balance on the HRA as at the end of the previous reporting period		(11,917)
(4,006) (Surplus)/Deficit on the HRA Income and Expenditure Statement	(9,095)	
(2,030) Adjustments between accounting basis and funding basis under statute (note 5)	12,068	
(6,036) Net (increase) or decrease before transfers to or from reserves	2,973	
1,063 Transfers to or (from) reserves (note 5)	(999)	
(4,973) (Increase) or decrease in year on the HRA		1,974
(11,917) Balance on the HRA at the end of the current reporting period		(9,943)

Notes to the Housing Revenue Account

1. Housing Revenue Account - Asset Analysis

2021/2022 Movements in number of Assets	As at 1 April 2021	Reclass- ifications	Additions	Disposals/ Demolitions	As at 31 March 2022
Property, Plant and Equipment					
Council Dwellings	4,848	(28)	3	(29)	4,794
Other Land and Buildings	651			(3)	648
Total Property, Plant and Equipment	5,499	(28)	3	(32)	5,442
Investment Properties	6	0	0	0	6
Total HRA Assets	5,505	(28)	3	(32)	5,448

As at 31 March 2022 Waverley Borough Council classified 3 sites as assets under construction.

2020/2021 Movements in number of Assets	As at 1 April 2020	Reclass- ifications	Additions	Disposals/ Demolitions	As at 31 March 2021
Property, Plant and Equipment					
Council Dwellings	4,826	37	0	(15)	4,848
Other Land and Buildings	735	(1)		(83)	651
Total Property, Plant and Equipment	5,561	36	0	(98)	5,499
Investment Properties	6	0	0	0	6
Total HRA Assets	5,567	36	0	(98)	5,505

As at 31 March 2021 Waverley Borough Council classified 2 sites as assets under construction.

**Property, Plant and Equipment
Movements in 2021/2022**

	Council Dwellings £'000	Other Housing Land & £'000	Assets Under Construction £'000	Total £'000
Cost or Valuation				
At 1 April 2021	465,249	5,410	590	471,249
Additions/enhancements	5,174		4,246	9,420
Revaluation increases/(decreases) recognised in the Revaluation Reserve	42,546	624		43,170
Revaluation increases/ (decreases) recognised in the Surplus/Deficit on the Provision of Services	2,093	(254)		1,839
Derecognition Disposals	(2,932)	(29)		(2,961)
Derecognition Other				0
Reclassifications	(957)		957	0
At 31 March 2022	511,173	5,751	5,793	522,717
Depreciation and Impairments				
At 1 April 2021	0	(2)	0	(2)
Charge for 2021/2022	(5,962)	(254)		(6,216)
Depreciation written out to the Revaluation Reserve	5,808	252	0	6,060
Depreciation written out on revaluation to Net Cost of HRA Services	154			154
At 31 March 2022	0	(4)	0	(4)
Balance Sheet amount at 31 March 2022	511,173	5,747	5,793	522,713

**Property, Plant and Equipment
Movements in 2020/2021**

	Council Dwellings (Restated) £'000	Other Housing Land & Buildings (Restated) £'000	Assets Under Construction £'000	Total £'000
Cost or Valuation				
At 1 April 2020	429,816	7,667	5,201	442,684
Additions/enhancements	3,620	0	2,298	5,918
Revaluation increases/(decreases) recognised in the Revaluation Reserve	29,085	(1,218)		27,867
Revaluation increases/ (decreases) recognised in the Surplus/Deficit on the Provision of Services	(604)	(37)		(641)
Derecognition Disposals	(1,326)			(1,326)
Derecognition Other	(2,251)	(1,035)		(3,286)
Other Reclassifications	6,909	33	(6,909)	33
At 31 March 2021	465,249	5,410	590	471,249
Depreciation and Impairments				
At 1 April 2020	0	(819)	0	(819)
Charge for 2020/2021	(5,254)	(253)	0	(5,507)
Depreciation written out to the Revaluation Reserve	5,254	1,010	0	6,264
Derecognition Other		60		60
At 31 March 2021	0	(2)	0	(2)
Balance Sheet amount at 31 March 2021	465,249	5,408	590	471,247

Number and type of dwelling in housing stock

As at 31 March 2022

	Flats	Houses	Total
1 Bed	1,114	720	1,834
2 Bed	565	839	1,404
3 Bed	7	1,511	1,518
4 Bed	0	35	35
5 Bed	0	1	1
6 Bed	0	2	2
Total	1,686	3,108	4,794

General Notes

Valuation of Council Dwellings and other HRA Land and Buildings

The basis of valuation is Existing Use Value (EUV) with a downward adjustment to reflect the use of the properties for social housing. The whole of the stock was revalued to the 31 March 2022.

Asset disposals have been written out at their book value. In 2020/21 15 properties were sold through the right-to-buy scheme. In 2021/2022 28 properties were sold through the right-to-buy scheme.

Additions to the Council Dwellings category represent properties purchased, built and capital expenditure in the year on the housing stock.

2. The vacant possession value of dwellings within the Council's HRA

1 April 2021 £'000		1 April 2022 £'000
1,409,847	General Stock (including Fully Sheltered Dwellings) and Shared Ownership	1,549,010
1,409,847		1,549,010

Explanation of the Vacant Possession Valuation

The vacant possession valuation is based on the assumption that the property will be sold with vacant possession and not for social housing purposes. The difference between the valuation that appears in Waverley's Consolidated Balance Sheet, which is based on the assumption that properties will be sold for social housing purposes, and the vacant possession valuation reflects the notional economic cost of holding council housing at less than market rents.

3. Summary of total HRA capital expenditure during the year and its financing

2020/2021 £'000		2021/2022 £'000
	Capital Investment	
3,620	Council Dwellings	5,174
0	Other Housing Land & Buildings	0
2,298	Assets Under Construction	4,246
5,918		9,420
	Sources of finance	
(403)	Revenue Contribution	(2,702)
0	Other Grant	(329)
(2,297)	Capital Receipts Reserve	(1,800)
(3,218)	Major Repairs Reserve	(4,589)
(5,918)		(9,420)

4. Capital Receipts received in year

2020/2021 £'000		2021/2022 £'000
2,895	Right-to-Buy	5,740
0	Other Buildings	188
4	Land	1
2,899		5,929

5. Reconciling items for the Statement of Movement on the Housing Revenue Account

2020/2021 £'000		2021/2022 £'000
1. Adjustments between accounting basis and funding basis under regulations		
Transfers to/from the Capital Adjustment Account (CAA)		
(261)	Depreciation on other HRA Assets	(261)
(5,254)	Depreciation on Council Dwellings	(5,962)
(641)	Reversal of Impairment and Revaluation Losses	1,993
(102)	Reversal of movements in the fair value of Investment Properties	(1)
	Net of Gain/(Loss) on disposal of HRA non-current assets	
(4,552)	Amount of non-current assets written off on disposal to CAA	(2,961)
2,899	Sale proceeds (credited to the Capital Receipts Reserve)	5,929
(1,653)		2,968
5,515	Transfer depreciation to the Major Repairs Reserve	6,223
403	Capital charged against the HRA balance	2,702
0	Capital Grants and Contributions applied to capital expenditure	95
0	Capital Grants and Contributions unapplied	(11)
	Transfer to the Capital Adjustment Account - Debt Repayment	4,984
(1,327)	Net charges made for retirement benefits in accordance with IAS19	(1,776)
1,290	Actual amount charged against the HRA Balance for pensions in the year	1,114
(2,030)		12,068
2. Transfers to/(from) Earmarked Reserves		
1,557	Net transfer to/(from) New Affordable Homes Reserve	(922)
(112)	Net transfer to/(from) Stock Improvement Reserve	(60)
0	Movement in Major Repairs Reserve	0
(4)	Net Contribution to/(from) Uninsured Loss Reserve	(12)
(178)	Transfer to/(from) Revenue Grants Earmarked Reserve	
(200)	Transfer to/(from) Earmarked Reserve	(5)
1,063		(999)

6. Analysis of the movement on the Major Repairs Reserve during the year

2020/2021 £'000		2021/2022 £'000
(2,100)	Balance Brought Forward as at 1 April	(94)
(5,515)	Depreciation transfer into the Major Repairs Reserve	(6,223)
3,218	Capital Expenditure: Dwellings	4,589
4,303	Payment of Principal	0
0	Transfer to/(from) HRA	0
2,006	Movement in Year	(1,634)
(94)	Balance Carried Forward as at 31 March	(1,728)

An Explanation of the Major Repairs Reserve

To meet the requirements of the Accounts and Audit Regulations 2015 the Major Repairs Reserve is credited and the HRA balance is debited with an amount equal to the depreciation charged to the HRA. In order to neutralise the impact on the HRA of this entry, a corresponding transfer is also required where the HRA balances are credited and the Capital Adjustment Account debited. Both these entries are reported in the Movement in Reserves Statement.

7. Rent Arrears

As at 31 March 2021			As at 31 March 2022		
Arrears £'000	% of annual debit		Gross Annual Debit £'000	Arrears £'000	% of annual debit
341	1.11%	Housing Stock	30,878	355	1.15%
3	1.59%	Shared Ownership	209	9	4.31%
344	1.11%	Total Arrears	31,087	364	1.17%

As at 31 March 2022, the impairment allowance for the provision for irrecoverable rent arrears was £240,000.
(31 March 2021 £240,000)

The Collection Fund

The Collection Fund is an agent's statement that reflects the statutory obligation for billing authorities, such as Waverley, to collect and redistribute revenue on behalf of other bodies. The statement shows the transactions of the billing authority in relation to the collection from taxpayers and payments to Local Authorities and the Government of Council Tax and Business Rates.

2020/2021 £'000		2021/2022 Business Rates £'000	Council Tax £'000	Total £'000
Income				
(114,726)	Council Tax Receivable		(119,701)	(119,701)
(15,485)	Business Rates Receivable	(27,663)		(27,663)
(341)	Transitional Protection Payments Receivable	(183)		(183)
(130,552)	Total Income	(27,846)	(119,701)	(147,547)
Expenditure				
Apportionment of 2020/2021 Estimated Surplus/(Deficit) distributed to the major preceptors in 2021/2022				
(416)	Central Government (Business Rates)	(11,246)		(11,246)
20	Waverley Borough Council	(8,997)	(97)	(9,094)
1,171	Surrey County Council	(2,249)	(588)	(2,837)
126	Police & Crime Commissioner for Surrey		(105)	(105)
901		(22,492)	(790)	(23,282)
Precepts, Demands and Shares:				
18,488	Central Government (Business Rates)	18,064		18,064
28,625	Waverley Borough Council (including parishes re CTax)*	14,451	14,281	28,732
87,534	Surrey County Council	3,613	86,149	89,762
15,008	Police & Crime Commissioner for Surrey		15,881	15,881
149,655		36,128	116,311	152,439
Charges to Collection Fund:				
2,452	Increase in impairment allowance for doubtful debts	139	1,759	1,898
952	Increase (decrease) in Provision for Appeals	(611)		(611)
173	Cost of Collection (Business Rates)	171		171
3,577		(301)	1,759	1,458
23,581	(Surplus)/Deficit arising during the year	(14,511)	(2,421)	(16,932)
(295)	(Surplus)/Deficit brought forward 1 April 2021	22,471	815	23,286
23,286	(Surplus)/Deficit carried forward 31 March 2022**	7,960	(1,606)	6,354

* From this £14,451,003 Business Rates transfer to Waverley Borough Council, a tariff of £14,402,371 is paid to the Government from the General Fund

** Waverley Borough Council's share of the Business Rates Collection Fund deficit is £3,184,141 (see note 4 to the Collection Fund on page 91).

Notes to the Collection Fund Accounts

1. Council Tax Base

For tax-setting purposes, the number of dwellings in each valuation band, converted to Band D equivalents and allowing for a collection rate of 98.0% (2020/2021 99.0%), was estimated to be as follows:-

Chargeable Dwellings	2020/2021 Band D equivalents	Average Council Tax £	Band	Ratio to Band D	Chargeable Dwellings	2021/22 Band D equivalents	Average Council Tax £
-	-	-	A (Disabled Relief)	5/9	-	-	-
647.94	427.6	1,354.31	A	6/9	659.42	430.8	1,394.30
2,121.07	1,633.2	1,580.02	B	7/9	2,131.86	1,625.0	1,626.68
7,311.84	6,434.4	1,805.74	C	8/9	7,424.43	6,467.5	1,859.07
10,656.54	10,550.0	2,031.46	D	9/9	10,807.73	10,591.6	2,091.45
8,530.91	10,322.4	2,482.90	E	11/9	8,656.63	10,368.7	2,556.22
6,402.05	9,154.9	2,934.33	F	13/9	6,478.88	9,171.2	3,020.98
7,907.79	13,047.9	3,385.77	G	15/9	8,008.77	13,081.0	3,485.75
1,968.05	3,896.7	4,062.92	H	18/9	1,978.04	3,877.0	4,182.90
45,546.19	55,467.1				46,145.76	55,612.8	

Individual charges are calculated by estimating the amount of income required to be paid from the Collection Fund in the year to the Police & Crime Commissioner for Surrey, Surrey County Council, Waverley Borough and Town and Parish Councils (£116,311,230), dividing this by the total Band D equivalents shown above (55,612.8) and rounding for administrative purposes. The resultant average charge at Band D of £2,091.45 is then multiplied by the proportion specified for a particular band to give an individual (average) amount due.

2. Business Rates

From April 2013 the Government implemented a new system of localised Business Rates. In 2021/22 Waverley paid 50% of the Business Rates it collected to the Government, 10% to Surrey County Council and retained 40%. Waverley also paid a tariff of £14,402,371 to the Government in 2021/2022 from the General Fund.

The amount due to be paid by a business is calculated by multiplying the rateable value of the property by the appropriate multiplier.

There are two multipliers: the standard non-domestic rating multiplier and the small business non-domestic rating multiplier. The former is higher to pay for small business rate relief. In 2021/2022 the standard national rate multiplier was 51.2p (2020/2021 51.2p) and the small business multiplier was 49.9p (2020/2021 49.9p).

The total rateable value of business premises in Waverley as at 31 March 2022 was £103,490,497 (compared with £104,320,196 on 31 March 2021).

3. Impairment of Debts

In 2021/2022, £152,622 of Council Tax arrears were written off to the Impairment Allowance for doubtful debts compared with £233,754 in 2020/2021. For Business Rates, £151,782 arrears were written off to the Impairment Allowance for doubtful debts in 2021/2022 compared to £241,836 written off in 2020/2021.

4. Allocation of Year-End Balances

Council Tax

The opening balance for the Council Tax element of the Collection Fund for 2021/2022 was a deficit of £814,833. Based on the estimated position in January 2021, a £790,000 deficit was apportioned to the major preceptors in 2021/2022.

By the end of the 2021/2022 financial year there was a £1,606,196 surplus on the Council Tax element of the Collection Fund. £890,000 will be distributed to the major preceptors during 2022/2023 in proportion to their demand on the fund in 2021/2022. The underpayment of £716,196 will be adjusted with major preceptors in 2023/2024 in proportion to the 2022/2023 demands on the Collection Fund.

	Waverley Borough Council	Surrey County Council	Surrey Police & Crime Commissioner	Total
	£	£	£	£
Share of estimated 2021/2022 £890,000 deficit (surplus)	(109,278)	(659,200)	(121,522)	(890,000)
Share of £716,196 underpaid	(87,124)	(532,330)	(96,742)	(716,196)
Net share of outturn deficit (surplus)	(196,402)	(1,191,530)	(218,264)	(1,606,196)

Business Rates

The opening balance for the Business Rates element of the Collection Fund for 2021/2022 was a deficit of £22,470,516.

In January 2022 the estimate of the final accumulated Business Rates position for 2021/2022 was a deficit of £8,696,853 (after an adjustment for the 3 year spread) and the Council advised precepting authorities accordingly for statutory 2022/2023 budget-setting purposes. At the end of the 2021/2022 financial year there was, however, only a deficit of £7,960,352 on the Business Rates element of the Collection Fund.

The Council will adjust for the effect of the estimated deficit of £8,696,853 after the statutory spreading adjustments, during the 2022/2023 year, based on the applicable proportions and the overstated deficit of £736,501 will be adjusted during the 2023/2024 year.

	Waverley Borough Council	Surrey County Council	Central Government	Total
	£	£	£	£
Share of £8,696,853 estimated deficit (surplus)	3,478,741	869,685	4,348,427	8,696,853
Share of £736,501 overstated deficit	(294,600)	(73,650)	(368,251)	(736,501)
Net share of outturn deficit (surplus)*	3,184,141	796,035	3,980,176	7,960,352

* Waverley's share of the Collection Fund Business Rates deficit of £3,184k is held in the Collection Fund Adjustment Account. The Council's usable reserve of £3,921k which is made up of Section 31 grant compensation payments will offset the effect of business reliefs awarded in 2021/2022 because of Covid-19 restrictions when these affect the General Fund in 2022/2023.

Provision for backdated Business Rates appeal costs

The Council has a provision for the losses on backdated Business Rates appeal costs at 31 March 2022 (relating to the 2010 and the 2017 Rating List) as follows:

	Waverley Borough Council	Surrey County Council	Central Government	Total
	£	£	£	£
Share of £4,109,000 provision for backdated Business Rates appeal costs:	1,643,600	410,900	2,054,500	4,109,000

Trust Accounts

Waverley Borough Council as Trustee of Shottermill Recreation Ground

Statement of Financial Activities

The Council are Trustees of the Shottermill Recreation Ground and the Trust's leisure centre, Haslemere Leisure Centre, was opened during 1998/1999. The management of the Haslemere Leisure Centre is wholly contracted out and the accounts represent the costs of the Trustee in its capacity as the client of the management contractors.

2020/2021		Unrestricted Funds £'000	2021/2022 Endowment Funds £'000	Total Funds £'000
£'000				
	Incoming Resources			
	Incoming Resources from generated funds			
(2)	Investment Income (Interest on cash balance)	(1)		(1)
(2)	Total Incoming Resources	(1)	0	(1)
	Resources Expended			
	Charitable activities			
	Building Maintenance	10		10
2	Audit Fee	2		2
44	Support costs	45		45
(1,507)	Depreciation and Revaluations		280	280
(1,461)	Total Resources Expended	57	280	337
(1,463)	Net (incoming)/outgoing resources	56	280	336
	Other recognised gains/losses			
(1,725)	Gains/losses on revaluation of fixed assets		(607)	(607)
(3,188)	Net Movement in Funds	56	(327)	(271)
	Reconciliation of Funds			
(10,528)	Funds brought forward as at 1 April 2021	(183)	(13,533)	(13,716)
(3,188)	Net Movement in Funds	56	(327)	(271)
(13,716)	Funds carried forward as at 31 March 2022	(127)	(13,860)	(13,987)

Balance Sheet as at 31 March 2022

The assets in this Balance Sheet comprise the Haslemere Leisure Centre and its plant and equipment. These assets are not the property of the Council and are subject to a charitable trust.

31 March 2021

		31 March 2022		
		Unrestricted	Endowment	Total
		0	Funds	
		£'000	£'000	£'000
Fixed Assets				
13,476	Land and Buildings		13,820	13,820
57	Plant and Equipment		40	40
<u>13,533</u>	Total Fixed Assets	<u>0</u>	<u>13,860</u>	<u>13,860</u>
Current Assets				
185	Deposits with Waverley Borough Council	129		129
<u>185</u>		<u>129</u>	<u>0</u>	<u>129</u>
13,718	Total Assets	129	13,860	13,989
Less: Current Liabilities				
(2)	Creditors	(2)		(2)
<u>13,716</u>	Total Assets less Current Liabilities	<u>127</u>	<u>13,860</u>	<u>13,987</u>
The Funds of the Charity:				
(183)	Unrestricted Funds	(127)		(127)
(13,533)	Endowment Funds		(13,860)	(13,860)
<u>(13,716)</u>	Total Charity Funds	<u>(127)</u>	<u>(13,860)</u>	<u>(13,987)</u>

Waverley Borough Council as Trustee of the Ewart Bequest

Statement of Financial Activities

The former Farnham Urban District Council inherited the bulk of the estate of the late Joseph Ewart in 1958. The monies were left in trust for the purchase of a piece of land in or near Farnham, the building and the subsequent maintenance of small dwellings suitable for elderly people of limited financial resources. In 2000/2001, following approval given by the Charity Commission, the Bequest financed the construction of a further three bungalows in Farnham, to provide additional accommodation on the same terms as the original Bequest. The three new bungalows were completed at the beginning of 2001/2002.

2020/2021		Unrestricted Funds £'000	2021/2022 Endowment Funds £'000	Total Funds £'000
£'000				
	Incoming Resources			
	Incoming Resources from generated funds			
(16)	Investment Income (Interest on cash balance)	(9)		(9)
(86)	Rental Income *	(82)		(82)
(102)	Total Incoming Resources	(91)	0	(91)
	Resources Expended			
	Charitable activities			
12	Premises and fees	19		19
2	Audit Fee	2		2
13	Support Costs	11		11
42	Depreciation and Revaluations		31	31
69	Total Resources Expended	32	31	63
(33)	Net (incoming)/outgoing resources	(59)	31	(28)
	Other Recognised Gains/(Losses)			
(153)	(Gains)/Losses on the revaluation of fixed assets		(250)	(250)
(186)	Net Movement in Funds	(59)	(219)	(278)
	Reconciliation of Funds			
(2,988)	Funds brought forward as at 1 April 2020	(1,451)	(1,723)	(3,174)
(186)	Net Movement in Funds	(59)	(219)	(278)
(3,174)	Funds carried forward as at 31 March 2021	(1,510)	(1,942)	(3,452)

* Rental income includes Benefits paid and Benefits subsidy to give net rental income.

Balance Sheet as at 31 March 2022

The assets in this Balance Sheet comprise 16 dwellings in College Gardens, Farnham and 3 dwellings in Arthur Road, Farnham. These assets are not the property of the Council and are subject to a charitable trust.

31 March 2021		31 March 2022		
£'000		Unrestricted Funds £'000	Endowment Funds £'000	Total £'000
	Fixed Assets			
1,723	Other Land and Buildings - Trust dwellings		1,942	1,942
	Current Assets			
1,457	Deposits with Waverley Borough Council	1,516		1,516
<u>1,457</u>		<u>1,516</u>	<u>0</u>	<u>1,516</u>
2,994	Total Assets	1,516	1,942	3,458
	Less: Current Liabilities			
(6)	Creditors & Receipts in Advance	(6)		(6)
<u>2,988</u>	Total Assets less Current Liabilities	<u>1,510</u>	<u>1,942</u>	<u>3,452</u>
	The Funds of the Charity:			
(1,451)	Unrestricted Funds	(1,510)		(1,510)
(1,723)	Endowment Funds		(1,942)	(1,942)
<u>(3,174)</u>	Total Charity Funds	<u>(1,510)</u>	<u>(1,942)</u>	<u>(3,452)</u>

Glossary of Terms and Abbreviations

Accruals This concept recognises income and expenditure as it is earned or incurred, not as money is received or paid.

AIS Annual Investment Strategy

Amortisation The systematic allocation of the depreciable amount of an intangible asset over its useful life.

Amortised Cost The amount at which the financial asset or financial liability is measured at initial recognition adjusted for principal repayments, cumulative amortisation, and any allowance for impairment or un-collectability.

Arrears Money that is owed and should have been paid at an earlier date.

Asset Any object tangible or intangible, that is of value to its owner. Tangible assets include land and buildings, plant and machinery, fixtures, and fittings & stock. Intangible assets include goodwill, patents, licences, copyrights, and trademarks.

Business Rates Retention In April 2013 the Government introduced the business rates retention scheme which provides a direct link between business rates growth and the amount of money councils have to spend. Councils are able to keep a proportion of the business rates revenue and growth that is generated in their area.

Capital Expenditure Expenditure on the acquisition of a non-current asset or expenditure that adds to and not merely maintains the value of an existing non-current asset.

Capital Adjustment Account (CAA) An unusable reserve that absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction

or enhancement of those assets under statutory provisions.

Capital Receipts The proceeds from the disposal of non-current assets. Capital receipts can be used to pay off outstanding debt and to finance new capital expenditure within rules set down by Central Government, however they cannot be used to finance revenue expenditure.

Carrying amount/value The cost or value less depreciation and impairment.

Central Services to the Public This covers services to the public that are often provided by central departments and includes Local Tax Collection, Elections, Emergency Planning, Local Land Charges and General Grants.

CIPFA The Chartered Institute of Public Finance and Accountancy

Community Assets Assets that the Council intends to hold in perpetuity, that have no determinable useful life and that may have restrictions on their disposal e.g. Common Land.

Community Infrastructure Levy (CIL) Funds from developers when property is built to enable infrastructure improvements in the area.

Contingent Asset A potential asset that, at the Balance Sheet date, can be anticipated to exist if a particular event occurs. An example may be the expectation of a compensation payment dependant on the outcome of a legal case.

Contingent Liability An obligation that, at the Balance Sheet date, can be anticipated to arise if a particular event occurs. A typical example is a legal claim pending settlement where there is no clear precedent.

Contingent Rent That portion of a lease payment that is not fixed in amount but is based on a factor other than just the passage of time (e.g., price indices).

CPI Consumer Prices Index

Creditors A creditor is an organisation, body or individual from whom the Council has purchased goods or services but to whom payment has not yet been made at year-end.

Debtors Organisations, bodies and individuals who have received goods or services from the Council but from whom payment has not been received at year-end.

Deferred Credit This is income that has been received before the period or periods to which it relates. The income is shown in the Balance Sheet.

Deficit A deficit will arise where expenditure exceeds income. A deficit can be financed by reserves.

De Minimis a threshold which anything falling below is too small to be of concern.

Depreciated Replacement Cost (DRC) Asset valuation based on the replacement of the asset at the current level of service (the current gross replacement cost less allowances for physical deterioration or obsolescence)

Depreciation The decrease in value of a non-current asset due to use in the period. Depreciation is charged to services.

Derivatives A financial contract with a value which is determined by an underlying asset(s).

Effective Interest method A method of calculating the amortised cost of a financial asset or financial liability and of allocating the interest income or interest expense over the relevant period.

Effective Interest rate The rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument

Existing Use Value (EUUV) A method of valuing property that achieves a valuation based on the current use of the asset.

Existing Use Value - Social Housing (EUUV-SH) Existing Use Value less an allowance to take account of the property being used for social housing (valuation basis for the Council's dwelling stock).

Fair Value The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Financial Instrument A financial instrument is any contract that gives rise to a financial asset (a right to future economic benefit) to one entity and a financial liability (an obligation to transfer economic benefit) to another.

FRICS Fellow of the Royal Institute of Chartered Surveyors

FRS Financial Reporting Standard

General Fund This is the Council's main revenue fund to which the day-to-day costs of providing the services are charged. The fund covers all the services provided by the Council except for the provision of council housing which has its own separate fund known as the Housing Revenue Account.

Gross Book Value (GBV) The GBV of a non-current asset is the purchase or revalued value before any depreciation has been deducted.

Heritage Asset An asset with historical, artistic, scientific, technological, geophysical, or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.

Historical Cost The carrying amount of an asset as at 1 April 2007 (the date the Revaluation Reserve was created) or the date of acquisition if later, adjusted for subsequent depreciation or impairment (if applicable).

HMRC Her Majesty's Revenue and Customs

Housing Revenue Account (HRA) The HRA is used to record the financial transactions involved with the provision of council housing (the 'landlord' function). The HRA is governed by the Local Government and Housing Act 1989, as amended and supplemented. The HRA is kept separate from the Council's other accounts (ring-fenced) and is required to be self-financing.

HRA Self-financing From the 1 April 2012 HRA self-financing replaced the Housing Subsidy system for all housing authorities. The Council has a 30 year business plan which includes financing and repayment of debt taken on to make a one-off payment to the Government.

IAS International Accounting Standard

IFRIC International Financial Reporting Interpretations Committee

IFRS International Financial Reporting Standards

Impairment Loss A significant decline in the value of an asset that is specific to that asset.

Infrastructure Assets Assets that form the fabric of the land and provide a valuable service, such as land drainage channels, footpaths, and roads.

Intangible Asset These assets lack physical substance and represent purchased software and software licences.

Inventories Inventories is the value of consumable items which were unused at the end of the financial year. This includes paper etc from the internal print unit and canteen supplies.

Investment Property An asset that is used solely to earn rentals or for capital appreciation or both. For example, the Council-owned industrial estates.

Liability An obligation to transfer economic benefits (usually money) as a result of past transactions e.g. the purchase of services from a supplier will generate a liability to pay that supplier for those services.

Local Enterprise Partnership (LEP) Voluntary partnership between Local Authorities and businesses to help determine local economic priorities and lead economic growth and job creation.

Long Term Investments Investments held for more than a year.

Major Repairs Reserve controls the capital resources and transactions required to be used on HRA assets.

Market Value This is generally applied to the valuation of non-current assets. It is the value that could be achieved if the asset were offered for sale with no restrictions that could affect its value.

Material/Materiality Materiality relates to the significance of transactions, balances, and errors. Financial information is material if its omission or misstatement could influence the users of the accounts.

Minimum Lease Payments Those lease payments that the authority is, or can be required to make.

Net The term 'net' is used where income for a service has been taken into account (i.e., offset against expenditure) thus reducing the total cost of that service.

Net Book Value (NBV) The purchase value or revalued value of an asset less any depreciation that has been applied to that asset since its purchase or revaluation.

Net Current Replacement Cost Gross current replacement cost reduced to reflect obsolescence and environmental factors.

Net Realisable Value The existing use value of the (non-current) asset less any additional costs likely to be incurred in getting the assets into the ownership of the customer.

National Non-Domestic Rates (NDR) more commonly called Business Rates.

Non-Current Assets Tangible and Intangible assets that yield benefits to the Council, its customers & services provided, for a period of more than one year.

Non-distributed Costs This mainly relates to retirement benefits for former employees and charges in relation to non-operational assets.

Outturn Total actual income and expenditure in the financial year.

Payments in Advance (PIA) payments made for goods or services that will not be received until the next financial year.

Precept A levy made by an authority for whom the billing authority (Waverley) collects Council Tax.

Preceptor The Council's preceptors are Surrey County Council, the Police and Crime Commissioner for Surrey and the Town and Parish Councils.

Property, Plant and Equipment (PPE) Assets held, occupied, used or consumed by the Council in the direct delivery of those services for which it has either a

statutory or a discretionary responsibility. For example, Waverley's leisure centres.

Provisions An amount set aside from revenue for a known liability of uncertain timing or amount.

Prudence An accounting principle which ensures caution is exercised in estimates and in the adoption of policies.

PWLB Public Works Loan Board

Receipts in Advance (RIA) These are payments that are received from debtors in advance of the start of the financial year to which they relate.

Remuneration Amounts paid to an employee for work carried out.

Revenue Expenditure Funded from Capital Under Statute (REFFCUS) Expenditure incurred during the year that may be capitalised under statutory provision but does not result in the creation of a Waverley owned non-current asset.

Revaluation Loss A decline in the value of an asset due to a fall in prices across the board.

Revaluation Reserve This reserve is built up from the upward revaluations of individual assets. An asset should not have a negative revaluation balance, no matter how much the Reserve overall might be in surplus.

Revenue Expenditure Day-to-day expenditure on the running of services. Includes staff costs, contracted services, electrical, water and gas charges, rent and business rates.

RICS Royal Institute of Chartered Surveyors

Revenue Reserve Fund (RRF) General Fund Reserve used for financing capital expenditure and supporting revenue.

SeRCOP Service Reporting Code of Practice

Section 106 (S106) Agreements with landowners and/or developers restricting the development or use of land, and/or specifying the activities to be carried out on it and/or the payment of a contribution to make development proposals acceptable.

Short Term Investments Investments held for less than a year.

Surplus A surplus will be generated where income exceeds expenditure. In some cases, a surplus will be transferred to an appropriate reserve.

Transaction costs Are incremental costs that are directly attributable to the acquisition, issue, or disposal of a financial instrument (financial asset or financial liability). An incremental cost is one that would not have been incurred if the entity had not acquired, issued, or disposed of the financial instrument.

VAT Value Added Tax

Yields The earnings generated and realized on an investment over a period of time.

Annual Governance Statement 2021/22

Document Information & Governance

Approval & Publication / Version Control Information:

Approving Body	Publication Type	Version	Version Status	Date	Version Author	Version Comment
Head of Service	Internal	V1.5	Draft	22.07.22	Patrick Tuite	Update previous year's version and Incorporate comments from Audit and Democratic Services
Corporate Management Board	Internal	V1.5	Draft	17.08.22	Patrick Tuite	None
Audit Committee	Internal	V1.5	Final	12.09.22	Patrick Tuite	

1. Introduction

Waverley Borough Council (the Council) is committed to improving governance on a continuing basis through a process of evaluation and review in accordance with the Council's governance framework.

The Council's Chief Executive and the Leader of the Council acknowledge responsibility for ensuring that there is a sound system of governance and internal control when managing and delivering the vision set out in the Corporate Strategy.

Each year the Council is required to produce an Annual Governance Statement (AGS) under the Accounts & Audit (England) Regulations 2015, to be published alongside the Statement of Accounts. The AGS is published in accordance with *Delivering Good Governance in Local Government: Framework (2016)* issued by CIPFA/SOLACE.

The AGS describes how the corporate governance arrangements have been working and the effectiveness of the systems of internal control during the year. It also documents key changes and developments within the Council's governance framework during the financial year up to the date of approval of the Annual Financial Report.

COVID-19 required significant governance and operational changes to be made in 2020/21, and as many of these changes will continue into the future, these are documented within the 2021/22 AGS.

This AGS was reviewed and approved by the Audit Committee at its meeting on 12 September 2022.

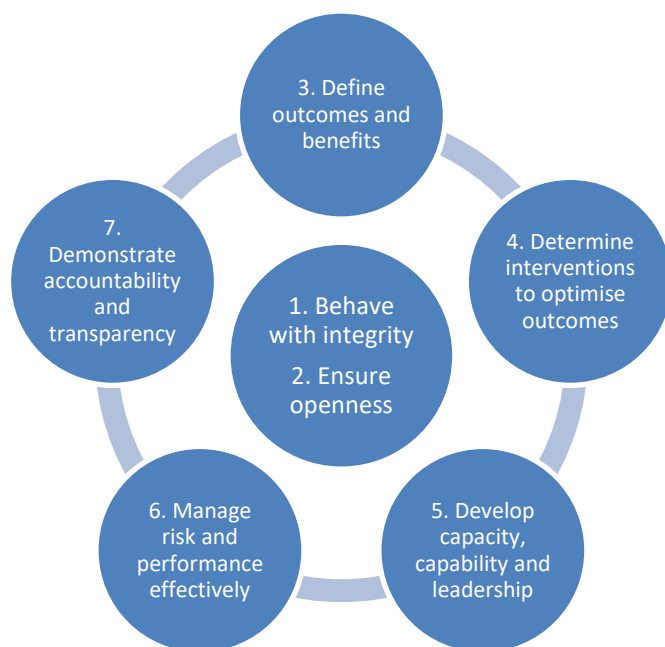
Annual Governance Statement 2021/22

2. What is Corporate Governance?

Corporate governance generally refers to the systems and processes by which organisations are directed, controlled, led and held to account. The Council's governance framework aims to ensure that in conducting its business it:

- operates in a lawful, open, inclusive and transparent manner;
- makes sure public money is safeguarded, properly accounted for and used economically, efficiently and effectively;
- has effective arrangements for the management of risk; and
- secures continuous improvements in its governance.

The Council's framework brings together legislative requirements, good practice principles and management processes. It is consistent with the principles set out in the Delivering Good Governance Framework. The principles are summarised in the diagram below. Principles 1. and 2. have an overarching effect on the outcome of all other principles.



3. The Principles – A Summary

The Council aims to achieve good standards of governance by:

Principle 1 - Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

- Having codes of conduct which define standards of behaviour for Councillors and all staff, supported by more detailed policies for ethical values such as whistleblowing and conflicts of interest.
- Ensuring compliance with relevant laws and regulations, internal codes, policies and procedures.
- Ensuring effective arrangements are in place for the discharge of the Monitoring Officer function.

Principle 2 - Ensuring openness and comprehensive stakeholder engagement.

- Demonstrating, documenting and communicating the Council's commitment to openness and accountability in acting in the public interest.
- Establishing clear channels of communication with the community and other stakeholders, and encouraging open consultation.
- Ensuring an effective scrutiny function is in place.

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Principle 3 - Defining outcomes in terms of sustainable economic, social and environmental benefits.

- Developing and communicating a vision which specifies intended outcomes for residents and service users and is used as a basis for planning.

Principle 4 - Determining the interventions necessary to optimise the achievement of the intended outcomes.

- Translating the vision into courses of action for the Council, its partnerships and collaborations.
- Reviewing the effectiveness of the decision-making framework, including delegation arrangements and robustness of information.
- Quarterly performance monitoring of services and projects to ensure the Council achieves its agreed vision as planned.

Principle 5 - Developing the Council's capacity, including the capability of its leadership and the individuals within it.

- Defining clearly the roles and responsibilities of Councillors and Officers, with protocols to ensure shared understanding of roles.
- Providing inductions, training and development to give all the appropriate skills, knowledge, and support to fulfil their roles and responsibilities.
- Ensuring effective arrangements are in place for the discharge of the Head of Paid Service function.

Principle 6 - Managing risks and performance through robust internal control and strong public financial management.

- Risk Management is an integral part of all activity and is considered in decision making in accordance with the Council's Risk Appetite Statement.
- Service delivery is monitored through financial management review and quarterly reporting to ensure service plan delivery is on target.
- Internal controls are independently reviewed by Internal Audit when carrying out assessments of key activity areas.

Principle 7 - Implementing good practices in transparency, reporting and audit to deliver effective accountability.

- Meetings and decisions are available on the Council's website along with other information such as quarterly performance reviews.
- Undertaking the core functions of an Audit Committee to provide good governance.
- The Council provides timely support, information and responses to external auditors and properly considers audit findings and recommendations.

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4. How do we know our arrangements are working?

Corporate Governance requires providing assurances on:

- Delivery of Corporate Strategy priorities
- Services being delivered economically, efficiently and effectively
- Management of risk
- Financial planning and performance
- Effectiveness of internal controls
- Community engagement and public accountability
- Shared service governance
- Project management and project delivery
- Procurement processes
- Roles and responsibilities of Councillors and Officers
- Standards of conduct and behaviour
- Training and development of Councillors and Officers
- Compliance with laws and regulations, internal policies and procedures
- Secure and comprehensive record keeping
- Financial planning, performance and reporting

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The Council gains assurance through having:	How does this provide assurance
Constitution (including Scheme of Delegation to Officers)	This sets out how the council operates, how decisions are made and the procedures followed to ensure that these are efficient, transparent and accountable to local people.
Democratic arrangements – Council, Executive, Overview & Scrutiny, Audit and Standards and General Purposes Committees	Providing additional assurance through a process of independent and objective review.
Head of Paid Service, Monitoring Officer and Chief Finance Officer	Statutory roles, which collectively are responsible for: <ul style="list-style-type: none"> - Determining and publicising a description of the overall departmental structure of the Council showing the management structure and deployment of officers. - Reporting to the council where it appears to them the authority has done, or is about to do, anything which would be considered maladministration or contravene the law. - The proper administration of the Council’s affairs appointed under section 151 of the Local Government Act 1972
Management Board and Senior Management Team	Provides officer scrutiny and a clear trail of approvals
Corporate Strategy and service plans	Provides the framework for officers to work within and direction for the council.
Medium Term Financial Strategy	Provides the councils with a clear road map to ensure financial sustainability
Financial Regulations	Part of the governance framework which supports the council’s constitution, clearly laying out what officers must do when dealing with financial matters.
Contract Procurement Rules	Provide a governance framework for officers to ensure best value is achieved whilst complying with relevant legislation and good practices.
Capital Strategy	Determines the approach and priority of capital investments, ensuring they are conducted within the councils risks appetite
Performance management framework (regular reporting)	Provides officer scrutiny and monitoring
Project Governance Boards/ Project management methodology	Sets out a clear auditable process for officers to follow

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Risk management framework	Defines the councils risk appetite as well as it's the strategy for eliminating or minimising the impact of identified risks
Customer Service Strategy	Ensures that a consistent approach and levels of customer services are delivered through all channels
Complaints system	Provides a clearly identifiable route of escalation for complaints
HR policies and procedures	Ensures staff are aware of their responsibilities and obligations when conducting their roles
Whistleblowing and other countering fraud arrangements	Provides a clear and secure route for reporting illegal, illicit, unsafe, fraudulent, or other practices, the disclose of which would be in the public interest
Member and Officer training and development	Ensures members are adequately informed of councils processes to enable them to properly challenge and scrutinise decisions
Internal and External audit scrutiny	Independent scrutiny of the council's processes, policies and controls.
Ongoing review of governance	Ensures the councils governance arrangements reflects best practice and that measures continue to be fit for purpose
External reviews and inspectorate reports	Provides additional challenge to the council's processes, allowing the council to improve upon them
Customer feedback	Recording customer feedback ensures complaints can be dealt with and escalated accordingly
Staff surveys	Provides a forum for any concerns to be raised
Community consultations	Ensures steps taken by the council have buy in and support of the wider community

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5. The Council: How it works

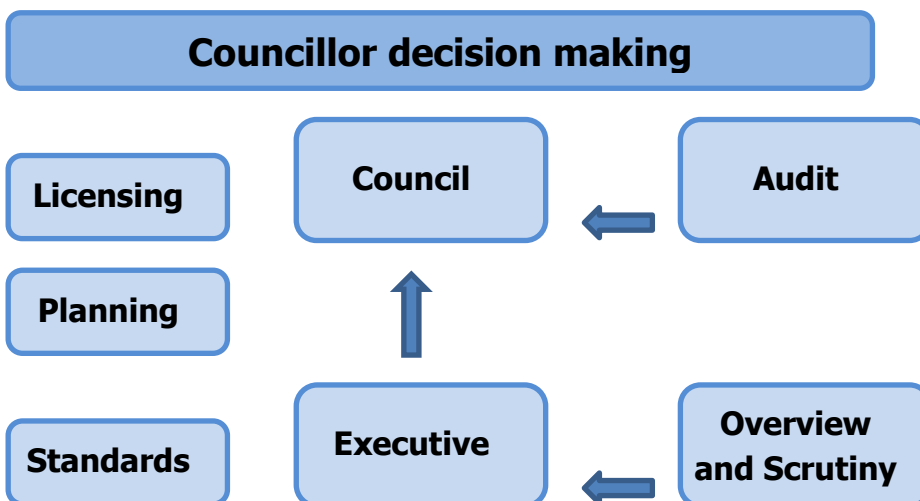
All Councillors meet as the Full Council around six times a year. All meetings are open to public but occasionally some items subject to confidentiality rules are held in exempt session. The conduct of the Council's business is defined by formal procedures and rules, which are set out in the Constitution. The Constitution also explains the roles and responsibilities of the Executive, Audit, Overview & Scrutiny and Officer functions.

The 'Scheme of Delegation to Officers' sets out the basis on which Officers may take decisions under delegated authority. The Council also follows codes of Financial Management and Procurement and maintains codes of conduct for Councillors and Officers.

The Chief Executive is the Council's Head of Paid Service and is responsible for how the Council operates. The Chief Executive is assisted by the Management Board, which includes the two Strategic Directors, one of whom is the Section 151 Officer. The Council is required to appoint a Monitoring Officer whose role includes ensuring that decision making is lawful and fair.

The Council and its decisions are open and accessible. All reports requiring a decision are considered by appropriately qualified legal and finance staff before being considered by relevant decision-making forums.

In meeting the requirements of the Local Government Transparency Code 2015 the Council has also published on its website a wide range of open data and information.



- Licensing – considers issues relating to taxis, entertainment, alcohol, food premises and miscellaneous licensing functions.
- Planning – makes decisions on development control issues, including applications for planning permission.
- Standards and General Purposes – independent committee responsible for member conduct and the constitution.
- Audit – independent committee responsible for issues of audit, risk and governance arrangements.
- Overview and Scrutiny – intended to help develop and review policy and holding the Executive to account publicly by calling-in and scrutinising decisions made by the Executive.
- Executive - appointed by the Leader, responsible for proposing new policy, putting the budget to the Council and implementing and delivering the agreed policy framework and budget.
- Council - 57 elected Councillors, covering 29 wards. Appoints the Overview & Scrutiny and other committees. Approves the policy and strategic framework and budget.

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5.1 Changes in governance during the year

Waverley and Guildford Borough Council Collaboration – In July 2021 Guildford and Waverley Council's agreed to collaborate and explore partnership working across the two councils with a view to cutting costs and protecting local services. The Council's agreed to share a Joint Management Team comprising the Chief Executive, Directors and Heads of Service with a view to exploring further collaboration subject to a business case to do so. As part of creating the Joint Management Team (JMT) the Councils have put in place a Joint Governance Committee which is a working group of Councillors to govern the process.

The joint working group of councillors met to discuss the various finance, HR, property, assets, governance, risk and termination considerations for the partnership and draft a Heads of Terms for an Inter-Authority Agreement. The Heads of Terms which were approved by the individual Council's in April 2022. The new Joint Governance Committee will continue to oversee the partnership, the inter-authority agreement and risk management. The Joint Management Team is currently under consultation and is due to be appointed and in place by 1 October 2022.

The Joint Chief Executive and Head of Paid Services was formally in role on 1 December 2021. The new Director structure (comprising 3 directors) was in place on 01 August 2022. The statutory role of the Section 151 Officer will change from a Strategic Director to the Executive Head of Finance from October 2022 of the 2022/23 financial year, and the Joint Heads of Service are intended to be in place for October 2022.

Continuation of the Covid Response Group – The Council's Covid Response Group (CRG), which had been established in the previous year, met when required during the reporting period. This provided a clear audit trail of decisions made in relations to the council's response to the pandemic. In 2021/22 the group led the re-introduction of a greater proportion of office and site working under the agreed covid-safe working policy.

Resumption of in-person public / committee meetings. The ability for members of the Council's committees to meet and make decisions via video-conferencing, which had been introduced under section 78 of the Coronavirus Act 2020, ended in May 2021. The Council therefore arranged for public meetings to be held in person. Having invested in video-conferencing technology in the previous year, and guided by the need to try and limit Covid-19 infections amongst councillors, the community and the council workforce, the Council continued to make arrangements to allow observers, advisors and contributors (but not decision-making committee members) to participate via video-conferencing.

Changes to the arrangements for dealing with standards allegations against councillors and co-opted members – The Standards and General Purposes Committee, guided by proposals and advice from the Council's Monitoring Officer, recommended that Full Council make a number of changes to the Council's arrangements for handling complaints alleging misconduct by councillors and co-opted members. Town and Parish Councils and the Council's appointed Independent Persons had been consulted on the changes. These changes, summarised in the list below, were agreed by Full Council at their Annual meeting in February 2022:

- i. Inclusion of an Executive Summary of arrangements with the process divided into 9 numbered 'steps'.
- ii. Reference to the role of the Independent Person at the top of the document.
- iii. Confirmation that complaints by Borough Councillors about Borough Councillors will be referred to the relevant group leader(s) for resolution in the first place.
- iv. Confirmation that the approach to dealing with complaints about Town or Parish Councillors will be agreed by the Monitoring Officer, and the Town or Parish Clerk will be given the opportunity to resolve the complaint first.
- v. Confirmation that complainants' identities (but not contact personal details) will be disclosed to subject members in most circumstances.

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- vi. Confirmation that many complaints can be resolved without an investigation, for example by advice being issued by the Monitoring Officer.
- vii. Confirmation that most complaints, if investigated, will be investigated on an informal basis and that formal investigations are relatively rare.
- viii. Confirmation that other officers act on the Monitoring Officer's behalf in dealing with complaints.
- ix. Specific target timescales for responding to initial complainants and for dealing with matters on an informal basis whilst recognising this will depend on availability of others.
- x. Confirmation that the Monitoring Officer reserves the right to progress the complaint in the absence of input from any party, especially where it is clear that individuals are deliberately choosing not to engage or to engage unreasonably slowly with the process.
- xi. Clarification that hearing papers will be published 5 clear working days in advance of the meeting.
- xii. Confirmation that appeals against panel hearings decisions need to be submitted within 10 working days of the conclusion of the panel hearing.
- xiii. Confirmation that the Ombudsman will only consider complaints once they have been through the Council's own processes.

At the same Annual Council meeting, Full Council also agreed proposals for additional staffing resource to be put in place to support the Council's Monitoring Officer in handling complaints alleging misconduct by councillors and co-opted members.

Local Government Boundary Commission's review of Waverley Borough Council's Electoral Arrangements – During the year, the Council spent time engaging, as a consultee, with the Local Government Boundary Commission's review of the Council's electoral arrangements. The Council engaged with its partners and formed a cross-party working group to consider both the number of councillors and, once the commission made its decision on that point, how the ward boundaries would be drawn and described. As a result of the Commission's review, the Council will move from 57 councillors to 50 councillors from May 2023 (when all out elections will be held).

Executive working groups – The Executive Working Group protocol, was agreed at full Council on 19 October 2021 and is intended to assist the Executive, through the appropriate Portfolio Holder, to, (a) develop policy, (b) examine specific service proposals in depth and (c) progress major projects. To date three working groups (WG) have been established. The Landlord Services Advisory Board, established 19th October 2021, the Joint Inter Authority Agreement (IAA) Working Group on 14 December 2021 and the Cost of Living Working Group on 7 June 2022. The following WG were established prior to the protocol but are encompassed by it. CIL Advisory Board, Climate Emergency Governance Board, Dunsfold Park Garden Village Governance Board, Farnham Infrastructure Programme Working Group and the Property Investment Advisory Board.

5.2 Resolution of significant governance issues in 2021/22

Financial Management Code – The Financial Management Code was developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) as a framework of assurance of good financial management practice in local authorities. This Code applied from 2021/22. Compliance with the Code itself is not a statutory requirement but it has been designed to enhance financial management which supports the statutory responsibility for sound financial administration. The Code applies a principles-based approach and is not prescriptive, the principles are translated into a set of standards and CIPFA recommend a flexible and proportionate approach to implementing it. At Waverley, officers and the Management Board considered the scope of the Code in 2020/21 and have since implemented a series of training courses and an action plan to strengthen areas of compliance within the code.

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Overview and Scrutiny committees - At its meeting on 19th October, the Council agreed to establish two new Overview and Scrutiny Committees: Resources; and Services. These replaced the Housing; Community and Wellbeing; Environment; and Value for Money and Customer Service Overview and Scrutiny Committees.

5.3 Significant operational event's in 2021/22

Cost of living crisis – As a result of a number of significant national and global issues, the UK has been facing significant inflationary pressures, resulting in a cost-of-living crisis for much of the population and the establishment of the Cost of Living Working Group. CPI, which had not exceeded 3% since November 2017, was, as of March 2022 it was 7% and rising. The response to the operational impact of Covid, the cost-of-living crisis (i.e. energy rebates and Ukrainian refugee Settlement scheme), have been in accordance with appropriate existing governance processes.

5.4 Other governance issues arising during 2021/22 include:

There were no other significant governance issues during 2021/22

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6. Audit Committee seeking assurance

The Audit Committee has responsibility for requesting and receiving reports that deal with issues that are key to good governance. It met four times in 2021/22, considering a wide range of governance issues. In 2021/22 several items were delayed but ultimately delivered against.

Audit Committee Work Programme for 2021/22			
6 September 2021	8 November 2021	29 November 2021	28 March 2022
Audit Committee Annual Activity Report	Annual Governance Statement – Consideration of Potential Governance Issues	Audit Findings Report	Anti-Money Laundering Policy
Review of the Audit Terms of Reference	Risk Management	Accounts	Finance Regulations
External Audit Plan 2020/21	Bury's Development Project	Annual Governance Statement	Review of Corporate Risk Register
Annual Governance Statement – Consideration of Potential Governance Issues	Review of Progress in the implementation of Internal Audit Recommendations	Audit Tender	CPR Update
Annual Internal Audit Report for 2020-21	Review in the progress of achieving the Audit Plan		Update on the Financial Management Code
Fraud Investigation Summary	Fraud Investigation Summary		Accounting Policies
Review in the progress of achieving the Audit Plan			Annual Governance Statement – Consideration of Potential Governance Issues
Internal Audit Charter			Audit Charter
Review of the Progress in the Implementation of Internal Audit Recommendations			Review of the Progress in the Implementation of Internal Audit Actions
			Review in the progress of achieving the Audit Plan
			Proposed Internal Audit Plan 2022-2023

The Audit Committee considers each year how effective it has been in overseeing the Council's governance arrangements and submits an annual report to Council that summarises its work and allows the Council to take comfort that key governance processes are being reviewed.

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7. Managing key risks

All Councillors and Officers are responsible for ensuring that risk implications are considered in the decisions they take in accordance with the Council's 'risk appetite' as detailed in the Risk Appetite Statement.

The successful delivery of the Corporate Strategy Objectives depends on the Council's ability to manage and tolerate risk where it cannot be eliminated altogether. Significant risks that may be potentially damaging to the achievement of the objectives are recorded in the Corporate Risk Register.

The Senior Management Team regularly reviews and updates the Corporate Risk Register and is required to state positively the level of assurance they can place upon the controls that mitigate risks. If the residual risk exceeds the 'risk appetite', managers are required to consider whether cost effective actions that will reduce the likelihood and/or impact of the risk occurring can be introduced. The Risk Register is reviewed by the Audit Committee and used to inform the Internal Audit Plan for annual audit planning.

The Audit Committee will continue to review the governance arrangements to ensure they are fit for purpose in managing key risks and seeking corrective action where they are found not to be.

8. Managing the risk of fraud

To mitigate the risk of fraud the council has in place fraud and governance policies to which staff should adhere. These include the Anti-fraud, Bribery and Corruption Policy, Prosecution Policy, Whistleblowing Policy and Anti-Money Laundering Policy. These policies are reviewed, updated and agreed by the Audit Committee. Any issues raised relating to these policies are dealt with by the appropriate responsible Officers in accordance with the requirements of each policy. Where appropriate the policies are available on the Council's website and intranet.

Within the Council, the Internal Audit Service fulfils a proactive and reactive role for issues relating to fraud. This includes a fraud investigation officer, (dedicated resource to investigate all types of housing tenancy fraud). This work results in ensuring that properties are used by tenants in accordance with the tenancy agreement. Outcomes can include the return of properties to the housing stock to enable them to be utilised for those on the housing waiting list.

9. Anti-Fraud and Corruption Statement

The Council is committed to the highest possible standards of honesty, openness and accountability.

It will ensure that internal procedures are in place to identify, deter and prevent the risk of fraud and corruption and maintain clear and well publicised arrangements for receiving and investigating issues raised through its governance policies.

The Council will pursue appropriate action, including the recovery of any losses it has suffered, where fraud and corruption has been identified.

10. Responsible Chief Financial Officer

A Strategic Director is the Chief Financial Officer (CFO) (the 'Section 151 Officer'). The CFO has responsibility for delivering and overseeing the Council's financial management arrangements and has responsibility for the Finance Team and Internal Audit. The role conforms to the good practice requirements in the *CIPFA Statement on the Role of the Chief Financial Officer in Local Government*.

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The CFO has been involved in reviewing the governance framework and preparing this Statement and is satisfied with the arrangements that are in place for managing finances, considers the system of internal control works effectively and that no matters of significance have been omitted from this Statement.

11. Internal and External Audit assurance

The Council receives a substantial amount of assurance from the work that is undertaken by its Internal Audit Service and External Auditors (Grant Thornton LLP). Despite the difficulties that the pandemic placed upon these assurance providers re communication and logistics, these hurdles were overcome by the co-operation of those professionals involved, although timeframes to obtain information was sometimes delayed the work was completed to the professional standard required to provide an opinion.

12. Internal Audit

The Council considers its Internal Audit team to be a key component of its governance framework that:

- Provides independent, risk-based and objective assurance, advice and insight to the Council on its operations.
- Enhances and protects value, by assisting management improve the delivery of the Council's objectives and operations through evaluating and challenging the effectiveness of risk management, control and governance processes.

Each year the Audit Committee reviews the Internal Audit Charter, which sets out the internal audit role and its responsibilities and clarifies its independence and aligns it to the *Public Sector Internal Audit Standards (PSIAS)*.

The Internal Audit Manager reports to the Strategic Director (Section 151 Officer) but to maintain independence and objectivity of the Internal Audit service also has direct access to the Chief Executive, the Audit Committee and its Chairman.

The Internal Audit Manager has stated in their Internal Audit Annual report that there were no constraints placed upon them in respect of determining overall audit coverage, audit methodology, the delivery of the audit plan or proposing actions for improvement or forming opinions on individual audit reports issued.

One of the key assurance statements the Council receives is the annual Internal Audit report. This report includes the opinion of the Internal Audit Manager on the Council's control environment based on the work that has been completed throughout the 2021/22 year.

The opinion for the 12-month period ending March 2022 is shown below:

"I am satisfied that sufficient assurance work has been carried out to allow me to form a reasonable conclusion on the adequacy and effectiveness of the internal control environment.

In my opinion frameworks of governance, risk management and management control are 'Adequate' and audit testing has demonstrated controls to be working in practice.

Where weaknesses have been identified through internal audit review, we have worked with management to agree appropriate corrective actions and a timescale for improvement."

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Corrective action above being by way of items reported to each audit committee where timeframes have not been achieved.

13. External Audit

The Council's external auditors are appointed by Public Sector Audit Appointments Limited (PSAA). Grant Thornton LLP were appointed by PSAA to undertake the Council's external audit.

The external auditor has issued an unqualified opinion on the Council's arrangements for securing economy, efficiency and effectiveness (value for money) and in the use of its resources.

14. Level of Assurance

This AGS demonstrates that the systems and processes continue to provide a comprehensive level of assurance to the Council in its governance arrangements during 2021/22.

15. Certification

The Council's framework of governance comprises all the detailed strategies, policies and procedures that are in place to achieve good governance. These are used in delivering the objectives set out in the Corporate Strategy and to which Officers work to in carrying out their responsibilities on behalf of the Council. This AGS has been prepared by those with knowledge of the key governance issues who are satisfied that the Council's framework complies with the principles set out in the Delivering Good Governance Framework.

We therefore commend the Governance Statement to the Audit Committee for approval.

Councillor Paul Follows

Tom Horwood

Signed

Signed

Leader of the Council

Joint Chief Executive

Dated: 31 October 2023

Dated: 31 October 2023

Independent auditor's report to the members of Waverley Borough Council

Report on the Audit of the Financial Statements

Opinion on financial statements

We have audited the financial statements of Waverley Borough Council (the 'Authority') and its subsidiaries (the 'group') for the year ended 31 March 2022, which comprise the group Comprehensive Income and Expenditure Statement, the group Movement in Reserves Statement, the group Balance Sheet, the group Cash Flow Statement, notes to the financial statements, including a summary of significant accounting policies, the Housing Revenue Account Income and Expenditure Statement, the Movement on the Housing Revenue Account Statement and the Collection Fund Statement. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of practice on local authority accounting in the United Kingdom 2021/22.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the group and of the Authority as at 31 March 2022 and of the group's expenditure and income and the Authority's expenditure and income for the year then ended;
- have been properly prepared in accordance with the CIPFA/LASAAC Code of practice on local authority accounting in the United Kingdom 2021/22; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law, as required by the Code of Audit Practice (2020) ("the Code of Audit Practice") approved by the Comptroller and Auditor General. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of our report. We are independent of the group and the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We are responsible for concluding on the appropriateness of the Executive Head of Finance and Section 151 officer's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority or group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify the auditor's opinion. Our conclusions are based on the audit evidence obtained up to the date of our report. However, future events or conditions may cause the Authority or the group to cease to continue as a going concern.

In our evaluation of the Executive Head of Finance and Section 151 officer's conclusions, and in accordance with the expectation set out within the CIPFA/LASAAC Code of practice on local authority accounting in the United Kingdom 2021/22 that the Authority and group's financial statements shall be prepared on a going concern basis, we considered the inherent risks associated with the continuation of services provided by the group and the Authority. In doing so we had regard to the guidance provided in Practice Note 10 Audit of financial statements and regularity of public sector bodies in the United Kingdom (Revised 2020) on the application of ISA (UK) 570 Going Concern to public sector entities. We assessed the reasonableness of the basis of preparation used by the group and Authority and the group and Authority's disclosures over the going concern period.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Authority's or the

group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

In auditing the financial statements, we have concluded that the Executive Head of Finance and Section 151 officer's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

The responsibilities of the Executive Head of Finance and Section 151 officer with respect to going concern are described in the 'Responsibilities of the Authority, Executive Head of Finance and Section 151 officer and Those Charged with Governance for the financial statements' section of this report.

Other information

The Executive Head of Finance and Section 151 officer is responsible for the other information. The other information comprises the information included in the Statement of Accounts, other than the financial statements, and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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

Under the Code of Audit Practice published by the National Audit Office in April 2020 on behalf of the Comptroller and Auditor General (the Code of Audit Practice) we are required to consider whether the Annual Governance Statement¹ does not comply with 'delivering good governance in Local Government Framework 2016 Edition' published by CIPFA and SOLACE or is misleading or inconsistent with the information of which we are aware from our audit. We are not required to consider whether the Annual Governance Statement addresses all risks and controls or that risks are satisfactorily addressed by internal controls.

We have nothing to report in this regard.

Opinion on other matters required by the Code of Audit Practice

In our opinion, based on the work undertaken in the course of the audit of the financial statements and our knowledge of the Authority, the other information published together with the financial statements in the Statement of Accounts for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

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

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or;

- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

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

Responsibilities of the Authority, the Executive Head of Finance and Section 151 officer and Those Charged with Governance for the financial statements

As explained in the Statement of Responsibilities, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Executive Head of Finance and Section 151 officer. The Executive Head of Finance and Section 151 officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of practice on local authority accounting in the United Kingdom 2021/22, for being satisfied that they give a true and fair view, and for such internal control as the Executive Head of Finance and Section 151 officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Head of Finance and Section 151 officer is responsible for assessing the Authority's and the group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there is an intention by government that the services provided by the Authority and the group will no longer be provided.

The Audit and Risk Committee is Those Charged with Governance. Those Charged with Governance are responsible for overseeing the Authority's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

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

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. Owing to the inherent limitations of an audit, there is an unavoidable risk that material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK).

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the group and Authority and determined that the most significant, which are directly relevant to specific assertions in the financial statements, are those related to the reporting frameworks (international accounting standards as interpreted and adapted by the CIPFA/LASAAC Code of practice on local authority accounting in the United Kingdom 2021/22, The Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the Local Government Act 2003.

- We enquired of senior officers and the Audit and Risk Committee, concerning the group and Authority's policies and procedures relating to:
 - the identification, evaluation and compliance with laws and regulations;
 - the detection and response to the risks of fraud; and
 - the establishment of internal controls to mitigate risks related to fraud or non-compliance with laws and regulations.
- We enquired of senior officers, internal audit and the Audit and Risk Committee, whether they were aware of any instances of non-compliance with laws and regulations or whether they had any knowledge of actual, suspected or alleged fraud.
- We assessed the susceptibility of the Authority and group's financial statements to material misstatement, including how fraud might occur, by evaluating officers' incentives and opportunities for manipulation of the financial statements. This included the evaluation of the risk of management override of controls and any other fraud risks identified for the audit. We determined that the principal risks were in relation to Valuation of land and buildings, including investment properties and council dwellings and Valuation of pension fund net liability.
- Our audit procedures involved:
 - evaluation of the design effectiveness of controls that the Executive Head of Finance and Section 151 officer has in place to prevent and detect fraud;
 - journal entry testing, with a focus on unusual journals made during the year and the accounts production stage for appropriateness and corroboration.
 - challenging assumptions and judgements made by management in its significant accounting estimates in respect of land and buildings, council dwellings and investment property and defined benefit pensions net liability valuations; and
 - assessing the extent of compliance with the relevant laws and regulations as part of our procedures on the related financial statement item.
- These audit procedures were designed to provide reasonable assurance that the financial statements were free from fraud or error. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error and detecting irregularities that result from fraud is inherently more difficult than detecting those that result from error, as fraud may involve collusion, deliberate concealment, forgery or intentional misrepresentations. Also, the further removed non-compliance with laws and regulations is from events and transactions reflected in the financial statements, the less likely we would become aware of it.
- The team communications in respect of potential non-compliance with relevant laws and regulations, including the potential for fraud in revenue and expenditure recognition, and the significant accounting estimates related to valuation of land and buildings, including investment properties and council dwellings and Valuation of pension fund net liability.
- Our assessment of the appropriateness of the collective competence and capabilities of the group and Authority's engagement team included consideration of the engagement team's.
 - understanding of, and practical experience with audit engagements of a similar nature and complexity through appropriate training and participation
 - knowledge of the local government sector
 - understanding of the legal and regulatory requirements specific to the Authority and group including:
 - the provisions of the applicable legislation
 - guidance issued by CIPFA, LASAAC and SOLACE
 - the applicable statutory provisions.
- In assessing the potential risks of material misstatement, we obtained an understanding of:
 - the Authority and group's operations, including the nature of its income and expenditure and its services and of its objectives and strategies to understand the classes of transactions, account

balances, expected financial statement disclosures and business risks that may result in risks of material misstatement.

- The Authority and group's control environment, including the policies and procedures implemented by the Authority and group to ensure compliance with the requirements of the financial reporting framework.

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

Matter on which we are required to report by exception – the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

Under the Code of Audit Practice, we are required to report to you if, in our opinion, we have not been able to satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2022.

We have nothing to report in respect of the above matter.

Responsibilities of the Authority

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

Auditor's responsibilities for the review of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 to be satisfied that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance issued by the Comptroller and Auditor General in December 2021. This guidance sets out the arrangements that fall within the scope of 'proper arrangements'. When reporting on these arrangements, the Code of Audit Practice requires auditors to structure their commentary on arrangements under three specified reporting criteria:

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

We documented our understanding of the arrangements the Authority has in place for each of these three specified reporting criteria, gathering sufficient evidence to support our risk assessment and commentary in our Auditor's Annual Report. In undertaking our work, we have considered whether there is evidence to suggest that there are significant weaknesses in arrangements.

Report on other legal and regulatory requirements – Audit certificate

We certify that we have completed the audit of Waverley Borough Council for the year ended 31 March 2022 in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

Use of our report

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 43 of the Statement of

Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the Authority's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Paul Cuttle, Key Audit Partner

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

London

31 October 2023