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Wednesday, 12 July 2023

To All Councillors:

As a Member or Substitute of the **Governance & Resources Committee**, please treat this as your summons to attend a meeting on **Thursday, 20 July 2023 at 6.00 pm** in the **Council Chamber, Town Hall, Matlock, DE4 3NN**

Yours sincerely,

James McLaughlin
Director of Corporate and Customer Services

This information is available free of charge in electronic, audio, Braille and large print versions, on request.

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AGENDA

1. APOLOGIES FOR ABSENCE

Please advise the Democratic Services Team on 01629 761133 or email committee@derbyshiredales.gov.uk of any apologies for absence.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING (Pages 5 - 10)

08 March 2023

3. PUBLIC PARTICIPATION

To enable members of the public to ask questions, express views or present petitions, **IF NOTICE HAS BEEN GIVEN**, (by telephone, in writing or by email) **BY NO LATER THAN**

12 NOON OF THE WORKING DAY PRECEDING THE MEETING. As per Procedural Rule 14.4 at any one meeting no person may submit more than 3 questions and no more than 1 such question may be asked on behalf of one organisation.

4. INTERESTS

Members are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the District Council's Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member, her/his partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at the time.

5. QUESTIONS PURSUANT TO RULE OF PROCEDURE NUMBER 15

To answer questions from Members who have given the appropriate notice.

6. MATLOCK BATH ILLUMINATIONS - CAR PARK EVENT CHARGE (Pages 11 - 26)

To consider introducing a car park event charge of £5.00 to operate 4pm – 10pm on the evenings when the Illuminations are on in the following car parks:

- Matlock Bath Station
- Temple Walk
- Pavilion
- Artist Corner

7. LAND HOLDINGS REVIEW PHASE 6 (Pages 27 - 58)

This report represents the sixth phase of an ongoing review of the Council's land and property assets in accordance with the Asset Management Plan. This phase of the Land Holdings Review covers 8 sites across the District.

8. INTERNAL AUDIT ANNUAL REPORT 2022/23 (Pages 59 - 72)

This report presents a summary of the internal audit work undertaken during 2022/23 from which the opinion on governance, risk and internal control is derived. The report also provides an opinion on the overall adequacy and effectiveness of the Council's governance, risk and control arrangements including any qualifications to that opinion.

9. EXTERNAL AUDIT COMPLETION REPORT AND ANNUAL REPORT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022 (Pages 73 - 142)

These reports summarise work undertaken and the key findings arising from the external auditor's work in relation to the Authority's statements for 2021/22.

10. LETTER OF REPRESENTATION 2021/22 (Pages 143 - 152)

This report requests that Members consider and endorse the draft Letter of Representation as part of their responsibility for approving the financial statements for 2021/22.

11. STATEMENT OF ACCOUNTS FOR 2021/22 (Pages 153 - 300)

This report provides interpretation of the Statement of Accounts for 2021/22 and highlights the key issues. The report also requests approval of the Statement of Accounts for 2021/22.

Members of the Committee - Councillors Tony Morley, Geoff Bond, Neil Buttle (Vice-Chair), Steve Flitter, David Hughes, Stuart Lees, Lucy Peacock, Simon Ripton, Roger Shelley and Nick Wilton (Chair)

Substitutes – Councillors David Chapman, Marilyn Franks, Joanne Linthwaite, Laura Mellstrom, Andy Nash and Mark Wakeman

NOTE

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committee@derbyshiredales.gov.uk

Governance & Resources Committee

Minutes of a Governance & Resources Committee meeting held at 6.00 pm on Wednesday, 8th March, 2023 in the Council Chamber, Town Hall, Matlock, DE4 3NN.

PRESENT

Councillor Tom Donnelly - In the Chair

Councillors: David Chapman, Sue Bull, Helen Froggatt, Alyson Hill, Susan Hobson, Stuart Lees and Neil Buttle

Present as substitute – Councillor(s): David Hughes

Tim Braund (Director of Regulatory Services), Karen Henriksen (Director of Resources), Deborah Unwin (Human Resources Manager), Jenny Williams (Head of the Internal Audit Consortium), Joanna Hill (Climate Change Project Officer), Tommy Shaw (Democratic Services Team Leader) and Angela Gratton (Democratic Services Officer)

Note:

“Opinions expressed or statements made by individual persons during the public participation part of a Council or committee meeting are not the opinions or statements of Derbyshire Dales District Council. These comments are made by individuals who have exercised the provisions of the Council’s Constitution to address a specific meeting. The Council therefore accepts no liability for any defamatory remarks that are made during a meeting that are replicated on this document.”

APOLOGIES

Apologies for absence were received from Councillor(s): Dermot Murphy, Garry Purdy, Alasdair Sutton, Robert Archer, Paul Cruise, Steve Flitter, Mike Ratcliffe and Colin Swindell

319/22 - APPROVAL OF MINUTES OF PREVIOUS MEETING

18:02 pm - Councillor Neil Buttle joined the meeting

It was moved by Councillor David Chapman, Seconded by Councillor Helen Froggatt and

RESOLVED

That the minutes of the meeting of the Governance and Resources Committee held on 16 February 2023 be approved as a correct record.

Voting:

07 For

00 Against

01 Abstention

The Chairman declared the motion **CARRIED**.

320/22 - PUBLIC PARTICIPATION

There was no public participation.

321/22 - INTERESTS

There were no declarations of interest.

322/22 - QUESTIONS PURSUANT TO RULE OF PROCEDURE NUMBER 15

No questions were submitted.

323/22 - PROPOSED NEW EMPLOYMENT POLICY - SUBSTANCE MISUSE

The Human Resources Manager introduced a report which sought approval to adopt the proposed new employment policy on Substance Misuse. It was noted that this policy was being implemented to introduce a standard and not to address an existing problem in the authority.

The proposed policy covered the misuse of illegal drugs, alcohol, prescription drugs, solvents and other substances that could adversely affect work performance and/or Health and Safety. The Human Resources Manager informed the Committee that the Council would take a balanced approach between supporting employees who may seek help with a dependency and managing misuse in order to maintain the health and safety of all employees (and others with whom they come into contact).

The proposed policy also aimed to ensure the protection of the Council's reputation and its ability to deliver high quality, effective services. Members were informed that the Council would reserve the right to implement the disciplinary procedure where a manager identifies substance misuse as a safety issue. It was also noted within the report that all staff and managers would be briefed on the processes prior to the launch of the policy, together with the list of possible sources for help.

It was moved by Councillor Susan Hobson, Seconded by Councillor David Hughes and

RESOLVED (unanimously)

That the proposed new employment Policy on Substance Misuse be adopted.

The Chairman declared the motion **CARRIED**.

18:06 – Deborah Unwin, Human Resources Manager left the meeting.

324/22 - INTERNAL AUDIT PLAN 2023/24

The Head of the Internal Audit Consortium introduced a report which presented the 2023/24 Internal Audit Plan for approval. Members were informed of the key requirement of the Public Sector Internal Audit Standards, that a periodic risk based plan should be prepared that should be sufficiently flexible to reflect the changing risks and priorities of the organisation. The risk based plan should be fixed for a period of no longer than one year, it should also outline the assignments to be carried out, their respective priorities and the estimated resources needed.

Due to the Council's Auditors leaving the Authority and an inability to recruit to these positions, the Committee were informed that the Director of Resources would be re-advertising the positions with the addition of a market supplement. As a result of these difficulties, not all 2022/23 audits had been completed and as a result the 2022/23 Internal Audit Plan had largely rolled over to 2023/24. It was noted that the days for the audits that were completed had been added to contingency, with the exception of 10 days that were allocated to climate change as a topical high risk area.

The report noted the following factors taken into account during the preparation of the plan:

- The organisation's objectives and priorities.
- Local and national issues and risks.
- The requirement to produce an annual internal audit opinion – adequate coverage of risk, governance and control arrangements.
- The Council's Strategic and Operational Risk Registers.
- The views of the Director of Resources and Corporate Leadership Team.

It was also noted that completion of the proposed plan for 2023/24 would rely on the ability to recruit internal audit staff or the implementation of other options.

It was moved by Councillor David Chapman, Seconded by Councillor Helen Froggatt and

RESOLVED (unanimously)

That the proposed internal audit plan for 2023/24 be agreed.

The Chairman declared the motion **CARRIED**.

18:12 – Jenny Williams, Head of the Internal Audit Consortium left the meeting.

325/22 - STATEMENT OF ACCOUNTS 2022/23 - APPROVAL OF ACCOUNTING POLICIES

The Director of Resources introduced a report which sought Member approval for the Accounting Policies to be used within the Derbyshire Dales District Council's Statement of Accounts 2022/23, the report highlighted any changes from the previous year. Full details of all the proposed accounting policies for 2022/23 were provided at Appendix 1 of the agenda, with proposed changes shown by red text.

The report noted the requirement for the Council to publish its Statement of Accounts by the 31st May and informed the Committee that their consideration of the Accounting Policies in advance of the production and publication of the Statement of Accounts was considered best practice.

Members were informed that it may become necessary to amend a policy during the preparation of the Statement of Accounts for 2022/23. If this were to occur, the change and the reason for the change would be reported back to the Governance & Resources Committee at its next available meeting and / or would be highlighted within the report when the Statement of Accounts is presented to Members for approval.

It was moved by Councillor Susan Hobson, Seconded by Councillor David Hughes and

RESOLVED (unanimously)

That the 2022/23 Accounting Policies be approved for use within the Statement of Accounts.

The Chairman declared the motion **CARRIED**.

326/22 - ARREARS FOR WRITE OFF 2022/23

The Director of Resources introduced a report providing members with information about debtor write offs authorised by the Director of Resources under delegated authority in accordance with the Council's Financial Regulations. The report also sought approval for the write off of individual debts exceeding £10,000 in accordance with the Council's Financial Regulations. The schedule of write offs were itemised in Appendix 1 of the agenda.

The position as at 6 February 2023 was summarised within the report, including the details of three proposed write offs over £10,000 which required the Committee's approval. It was noted that most write offs in 2022/23 related to cases involving bankruptcy, insolvency, debt relief orders, where payers were deceased or had left with no trace or where debts were uneconomic to pursue. The three write offs over £10,000 proposed in the report were for non-domestics rates, these were shown in Appendix 1 and totalled £42,615.05.

It was moved by Councillor Sue Bull, Seconded by Councillor David Chapman and

RESOLVED (unanimously)

That the individual amounts exceeding £10,000 listed in Appendix 1 totalling £42,612.05 be written off.

The Chairman declared the motion **CARRIED**.

327/22 - TREASURY MANAGEMENT MID-YEAR REPORT 2022/23

The Director of Resources introduced a report summarising the treasury management activities for the first six months of 2022/23 and seeking approval for the Treasury Management Mid-Year report for 2022/23. The mid-year report compares actual treasury management activities for the financial year to 30th September 2022, against the Treasury Management Strategy for 2022/23.

It was noted within the report that the Council had long adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code), this required the Council to approve treasury management mid-year and annual reports. It was also noted that the Council's Treasury Management Strategy for 2022/23 was approved at the 24th March meeting of Council. On 30th September 2022, the Council had net investments of £31.4m arising from its revenue and capital income and expenditure.

Due to the substantial sums of money invested by the Council and associated financial risks, such as loss of invested funds or the revenue effects of changing interest rates, Members were made aware of the importance of successful identification, monitoring and control of risk, central to the Council's treasury management strategy.

The report detailed how the Authority measures and manages its exposures to treasury management risks using the following indicators: Security, Liquidity, Interest Rate Exposures, Maturity Structure of Borrowing and Principal Sums Invested for periods longer than a year. These indicators were detailed in section 2.5 (Treasury Management Indicators) of the report.

It was moved by Councillor Susan Hobson, Seconded by Councillor Sue Bull and

RESOLVED (unanimously)

That the Treasury Management Mid-Year Report for 2022/23 be approved.

The Chairman declared the motion **CARRIED**.

18:30 – Tim Braund, Director of Regulatory Services left the meeting due to a personal interest in the following item.

328/22 - DECARBONISATION OF THE ARC LEISURE CENTRE (MATLOCK) AND WIRKSWORTH LEISURE CENTRE

The Climate Change Project Officer introduced a report which sought agreement to accept a grant offer of £1.9m from the Public Sector Decarbonisation Scheme (PSDS) phase 3b in order to decarbonise the Arc Leisure Centre Matlock and Wirksworth Leisure Centre. The report also sought a recommendation from the Committee to request that the Council approve an addition to the capital programme for 2024/25 of the sum of £2,189,500 for the decarbonisation scheme, to be financed by a grant of £1,925,500 and a 'like for like' contribution of £264,000, the latter being financed from the capital receipts reserve.

The report explained the aim of the PSDS, which provides grants for public sector bodies to fund heat decarbonisation and energy efficiency measures, putting the public sector at the forefront of decarbonising buildings in the UK and in a leadership role to create exemplar projects in our communities that pave the way to help the UK meet its Carbon Budgets and Net Zero commitments. It was noted that most of the buildings rely on fossil fuel-based heating and, as these heating systems approach the end of their working lives, it provides an ideal opportunity to transition those systems to low carbon heating.

Members were informed that should the Council choose to take advantage of the opportunity presented and accept the offer ensuring that the necessary funding is

available in the capital programme for 2024/25, the timetable for implementation is for the project to begin in April 2024, to be completed by March 2025. Both sites would benefit from significant capital investment in their heating systems which would be difficult to secure elsewhere, reducing likely ongoing maintenance requirements and ensuring their longevity.

It was moved by Councillor Helen Froggatt, Seconded by Councillor David Chapman and

RESOLVED (unanimously)

1. That the grant offer set out in this report be accepted.
2. That Council be requested to approve an addition to the capital programme for 2024/25 of the sum of £2,189,500 for 'PSDS3b Decarbonisation at Arc Leisure Centre Matlock and Wirksworth Leisure Centre', to be financed by a grant of £1,925,500 and a 'like for like' contribution of £264,000, the latter being financed from the capital receipts reserve.

The Chairman declared the motion **CARRIED**.

Meeting Closed: 6.44 pm

Chairman



Agenda Item 6

**OPEN REPORT
GOVERNANCE AND RESOURCES COMMITTEE**

Governance and Resources Committee - 20 July 2023

MATLOCK BATH ILLUMINATIONS – CAR PARK EVENT CHARGE

Report of Director of Community and Environmental Services

Report Author and Contact Details

Vikki Hatfield, Neighbourhoods Manager
01629 761377 or vikki.hatfield@derbyshiredales.gov.uk

Wards Affected

Matlock Bath and Cromford

Report Summary

To consider introducing a car park event charge of £5.00 to operate 4pm – 10pm on the evenings when the Illuminations are on in the following car parks:

- Matlock Bath Station
- Temple Walk
- Pavilion
- Artist Corner

Recommendations

1. That a £5.00 car park event charge to operate 4.00pm – 10.00pm on Saturdays and Sundays be approved for introduction in the car parks specified in this report for the duration of the Illuminations each year.
2. If the Car Park Event charge is approved, to amend the Off-Street Parking Order to reflect the new charge for those car parks affected.

List of Appendices

Appendix A

Background Papers

None

Consideration of report by Council or other committee

No

Council Approval Required

No

Exempt from Press or Public

No

Matlock Bath Illuminations – Car Park Event Charge

1. Background

- 1.1 The current charges in the District Council's car parks operate differently during Peak Hours (8.00am-6.00pm) and Off-Peak Hours (6.00pm-8.00am). Peak Hours have an hourly charging tariff and in Off-Peak Hours there is a fixed fee of £1.00.
- 1.2 The District Council also provides a Park and Ride service from Cromford Meadows which is used but has spare capacity. This service is £2.00 per adult and £1.00 per child, so a family with two adults and two children would pay £6.00.
- 1.3 Gulliver's Kingdom also provides overflow parking when all the District Council car parks are at capacity and charged £4.00 per vehicle during last year's event.
- 1.4 The Illuminations Event opens at 6.00pm and the traffic through Matlock Bath is extremely busy with people trying to find parking to attend the event. It is felt that the change in car park charge from Peak to Off Peak Hours contributes to the traffic significantly.

2. Key Issues

- 2.1 It is proposed that a car park event charge of £5.00 be introduced from 4pm to 10pm on the evenings when the Illuminations are on in the following car parks:
 - Matlock Bath Station
 - Temple Walk
 - Pavilion
 - Artist Corner.
- 2.2 It is hoped that the introduction of this Car Park Event Charge would help to reduce the traffic through Matlock Bath at a time when there is a high number of pedestrians walking to the event. Also, by introducing this from 4.00pm, it is hoped that the businesses in Matlock Bath would benefit from people parking earlier and spending more time in the area.
- 2.3 Looking at the number of transactions in the four car parks on Saturdays and Sundays during the Illuminations in 2022 and taking into consideration that there would be more choice for customers, officers feel it would be realistic to expect to achieve an additional £15,000 in revenue during this period. This income would go into the revenue account and would go towards supporting council services.
- 2.4 By only changing the car parking charge for the car parks in Matlock Bath, this could encourage people to use public transport from Matlock or other locations by parking further afield or using public transport to get to the event.

2.5 Residents with a resident concession permit would still be able to use this and park for free after 4pm and before 11am the following day.

3. Options Considered and Recommended Proposal

3.1 One option would be to do nothing, but traffic will continue to be concentrated between 5.30pm-6.30pm on the evenings that the Illuminations runs. This would mean the Council would lose the opportunity to generate additional income which would go towards supporting council services.

3.2 It is considered that introducing the £5.00 car park tariff from 4.00pm-10.00pm would help with staggering the traffic before the illuminations event opens. This is the recommended proposal.

4. Consultation

4.1 This proposal was discussed with Members of the Car Park Review Working Group on 28 February 2023 and with new Members of the group on 28 June 2023. Members of the working group were happy for this recommendation to be made to the committee.

4.2 Subject to the committee's approval of the proposed charge, the Council would have to advertise the changes to the parking charges through local publications, the council website and in the car parks affected.

4.3 Letters would be sent to all the businesses in Matlock Bath, notifying them of the changes to the car parking charge before the 2023 Illuminations event.

5. Timetable for Implementation

5.1 Subject to the approval of this report's recommendations, the outcome of the consultation and the change to the car parking order, the change to the charges would be advertised in August using local publications and at each of the payment machines in the following car parks:

- Matlock Bath Station
- Temple Walk
- Pavilion
- Artist Corner.

5.2 Signage will be produced and installed in time for the start of the Illuminations from 9 September until 29 October 2023.

6. Policy Implications

- 6.1 Place 'Keeping Derbyshire Dales Clean, Green and Safe'
- 6.2 Prosperity 'Promoting investment in our market towns to increase footfall and spending'

7. Financial and Resource Implications

- 7.1 It is estimated that the introduction of this £5 charge will generate additional revenue income of around £15,000 over the period of the Matlock Bath Illuminations in 2023. This income would be credited to the revenue account and used to support the provision of Council services. The financial risk is assessed as low.

8. Legal Advice and Implications

- 8.1 As stated, this report is to consider introducing a car park event charge, as such the Derbyshire Dales District Council (Off-Street Parking Places) Order 2013 will need to be amended.
- 8.2 There is one recommended decision as part of this report and the legal risk associate with the recommendation has been assessed as low.

9. Equalities Implications

- 9.1 An Equality Impact Assessment has been carried out and the potential positive and/or negative implications on the Protected Characteristics of Age and Disability with any mitigation is set out in the full EIA which is include as Appendix A.

10. Climate Change Implications

- 10.1 It is possible that introducing a specific charge for the Matlock Bath car parks could encourage those attending the Illuminations to use a different form of transport that has a lower climate change impact that driving private cars into the village. It is not possible to quantify this at this stage as this relies on behaviour change. If the charge is introduced, it is recommended that a review of its impact on the travel behaviour of attendees is undertaken as part of the general review of the Illuminations event.

11. Risk Management

- 11.1 The District Council has a Protect obligation and a new nationally policy on this specifically aimed at small and large scale events called Martyn's Law. The Council are aware a high number of pedestrians walk along the pavement between 5.30-6.30pm and it is felt that by introducing this car park event charge it could reduce the traffic congestion in areas were the walkways are narrow.

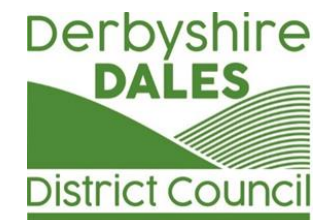
Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive	Paul Wilson	12/07/2023
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	10/07/2023
Monitoring Officer (or Legal Services Manager)	Kerry France	10/07/2023

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Derbyshire Dales District Council Equality Impact Assessment



Please refer to the guidance whilst completing this form.

Contact Elizabeth Wilson [elizabeth.wilson@derbyshiredales.gov.uk, or 01269 761240] for support.

1. Outline

Information required	Detail
a. Title of policy, practice, service or function being assessed	Car Parks – Car Park Event Charge
b. Links to Service and/or Corporate Plan Ref/s	Neighbourhoods – Car Parks
c. Name and Role of Officers conducting assessment	Vikki Hatfield – Neighbourhood Manager
d. Date of assessment	10/07/2023
e. Reason for assessment	The District Council are looking to introduce a car park event charge of £5.00 to operate on Saturdays and Sundays during the eight weeks of the Illuminations – Charge in charging policy.
f. What is the purpose of this policy, practice, service or function? (specify aims and objectives)	To reduce congestion at peak times before the event starts To align more the parking charges across all areas Park & Ride, Gulliver's Kingdom and Derbyshire Dales District Council car parks and raise additional income. Encourage other ways of travel such as public transport (Rail)
g. Are there any other organisations involved in its implementation?	No
h. Likely customer groups to be impacted	Customers travelling by car to the Illuminations
i. Other stakeholders likely to be impacted	Residents, businesses, local workers, visitors, Town and Parish Councils

Information required	Detail
Which District Council departments are affected by the policy, practice, service or function?	Car Parks, Customer Services, Neighbourhoods Team and Finance
Do any of the objectives directly support or hinder another Council activity?	Equality, Diversity and Inclusion Policy

2. Assessing Relevance to the General Equality Duty

The General Equality Duty has three aims which require the District Council to have due regard to the need to:	Tick those which are relevant ✓
1. Eliminate unlawful discrimination (both direct or indirect), harassment and victimisation	
2. Advance equality of opportunity between all persons by <ul style="list-style-type: none"> • removing or minimising disadvantages suffered by protected groups; • taking steps to meet the needs of people from protected groups where these are different from the needs of other people • encouraging people from protected groups to participate in public life or other activities where participation is disproportionately low 	✓
3. Foster good relations between different groups	

3. What existing information / data do you have / monitor about different diverse groups in relation to this policy, practice, service or function? For example: previous EIA's, reports, consultation, surveys, demographic data etc.

Information / Data	Data source and date	Information relevant to proposed policy/service/function

<p>Office National Statistics 2021 Census https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationandhouseholdestimatesenglandandwalescensus2021</p>	<p>Office National Statistics population datasets – age, sex, households etc</p>	<p>e.g. Derbyshire Dales population has increased by 0.5% from 71,116 to 71,500</p> <p>27.8% of the population in the Derbyshire Dales are over 65</p> <p>The Derbyshire Dales has less people aged under 35 than the average for England, in all 5 year age bands</p> <p>The number of households has increased by 5.1%, from 30,744 to 32,300</p>
<p>Derbyshire Dales Equalities Profile https://observatory.derbyshire.gov.uk/wp-content/uploads/reports/profiles/area_profiles/district/Derbyshire_Dales_Area_Profile.pdf</p>	<p>Derbyshire Observatory; taken from Census 2020 - national survey of all households</p>	<p>19.7% of households are deprived in 2 or more areas</p>
<p>Population figures – estimated for 2020 by the ONS https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationestimatesforukenglandandwalescotlandandnorthernireland</p>	<p>Office of National Statistics</p>	<p>e.g. The UK median age is 40.4, in the Derbyshire Dales it is 51.5</p> <p>e.g. Total population of Derbyshire Dales is 72,422; made up of 36,777 women and 35,645 men</p>
<p>Visitors to the Illuminations https://www.derbyshiredales.gov.uk/your-council/news-and-social-media/latest-news/2023-illuminations-tickets-on-sale</p>	<p>Statista</p>	<p>The District Council sell over 47,000 tickets each year and it attracts more than 100,000 visitors into the Dales each autumn.</p>

4. Consultation and engagement

4a. If no consultation has taken place OR is unnecessary, please explain why.

The Car Park Event Charge was first discussed with Members of the Car Park Review Working Group on 28th February 2023 and again after the elections 28th June 2023, with the new Members of the Car Park Working Group.

Members were keen that residents of the Derbyshire Dales were not adversely impacted.

Each resident receives a free resident concession permit with their Council Tax bill each year, this entitles you to park for free in any of the council car parks after 4pm and before 11am the following day.

This resident concession permit would still be valid during the time the proposed increase in the car parking charges would take place.

If approved, the changes to the Car Park charges will be advertised twice using local publications in August 2023 and September. Notices will also be placed on all the payment machines affected by the changes for four week before the changes take place and letters will be sent to the businesses in Matlock Bath.

4b. Add the results of any completed consultation and how it has/will inform the development of the policy/service.

Who <u>did</u> you consult with?	How and when	Outcomes/Results	Implications and amendments as a result of consultation
Car Park Review Member working group	This cross-party group of Members were canvased for their views in February 2023 and again in June 2023.	Members recommended to increase the car parking charge for the event and for this to go to Committee/Council for a decision.	Signage will be prominent and information will be available on the FAQs page for the Illuminations.

4c. Add consultation plans and results here

Think about who the stakeholders are? How will you gather their views? By when?

Remember to complete a Consultation Proposal form to access support and refer to the guides – everything you need is here

<X:\Partnerships and Projects\Consultation All Directorates\Strategies Guidance Resources>

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Who <u>will</u> you consult with?	How and When	Results	Implications and amendments as a result of consultation
See above			

5. Based on the evidence above, does the policy, practice, service or function have a positive or negative impact on any protected group(s)?

Protected groups	Positive effects	Negative effects	Potential Improvement Actions
Age	Reducing traffic and congestion could potentially improve safety for younger residents and visitors, who may be more at risk from heavy traffic near narrow walkways	Increasing charges may impact negatively on older people, who are more likely to use a car	Notification of charges in advance. Clear instructions on accessing public transport
Disability or long term ill heath Physical disabilities, sensory impairments, limiting long-term illnesses, learning disabilities or mental health issues	This could potentially reduce traffic and congestion will improve safety and air quality for disabled residents and visitors, who may be more at risk from poor air quality and from heavy traffic near narrow walkways	Disabled car parking spaces may become full quicker and for longer. Busy car parks may be more unsafe for less mobile disabled residents or visitors.	Advert the Park & Ride as the best form of transport to the event for those with disabilities. Use temporary measures such as tape to create clear, safe walkways through the car parks. Provide increased traffic warden presence during the event.
Race / ethnic groups	No specific positive impact	No specific negative impact	
Women or men	No specific positive impact	No specific negative impact	
Sexual orientation	No specific positive impact	No specific negative impact	

Religion or belief (including non-belief)	No specific positive impact	No specific negative impact	
Transgender (including people planning to or going through gender reassignment)	No specific positive impact	No specific negative impact	
Pregnancy and maternity (including maternity and paternity leave)	No specific positive impact	No specific negative impact	
Marital status (including civil partnership & same sex marriage)	No specific positive impact	No specific negative impact	

5a. Are there any local priority groups / factors which should be considered?

Other factors	Positive effects	Negative effects	Improvement actions
Rural areas	No known positives for this specific group	No known negatives for this specific group	
Poverty / deprivation	No known positives for this specific group	People with low incomes may struggle to afford the car parking charge	If they are residents, then they can use their free concession permit which each household is provided at the beginning of the financial year.

6. Commissioned / outsourced services

Is your policy, practice, service or function partly or wholly provided by any external organisation / agency?	No
If yes, please list any contractual or other arrangements which aim to ensure that the provider promotes equality and diversity (e.g. <i>monitoring data</i>)	

7. Summary

By introducing this car park event charge, it will help reduce congestion at very busy periods before the start of the event, promote other modes of transport such as bus and rail services.

It will also generate additional income which will be used to support council services.

Use this space to summarise key data and its implications, the key issues to be addressed, potential actions to address them and any other points relevant to the Policy/service.

8. Improvement Plan

Key issues identified	Actions
Communications plan	Using social media, Dales Matters, council website and other platforms to communicate the changes

PLEASE FORWARD THE COMPLETED FORM TO THE POLICY MANAGER / POLICY OFFICER (Consultation & Equalities)

Signed _____ (Completing Officer)

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Agenda Item 7



OPEN REPORT GOVERNANCE & RESOURCES COMMITTEE

Governance & Resources Committee – 20 July 2023

ASSET MANAGEMENT PLAN – LAND HOLDINGS REVIEW PHASE 6

Report of Director of Regulatory Services

Report Author and Contact Details

Mike Galsworthy, Estates and Facilities Manager
01629 761207 or mike.galsworthy@derbyshiredales.gov.uk

Wards Affected

Matlock West
Darley Dale
Bonsall and Winster
Hulland Ward
Ashbourne North
Ashbourne South

Report Summary

This report represents the sixth phase of an ongoing review of the Council's land and property assets in accordance with the Asset Management Plan. This phase of the Land Holdings Review covers 8 sites across the District.

Recommendations

1. That Site nos. 1 and 2, Station House, Matlock and Darley Dale Down Station building, Darley Dale be declared as surplus to requirements and that the Estates and Facilities Manager be delegated to proceed with disposal of the sites in accordance with one of options 1,2 or 3 as outlined in Appendix 1 of this report.
2. That Sites nos. 3 and 4, Land between 44-48 High Street, Bonsall and Land at Peats Close, Kirk Ireton be declared as surplus to requirements and to be offered for freehold sale by public auction on the terms outlined in Appendix 1 of this report.
3. That Site no. 5, Land at Fishpond Meadows, Ashbourne be transferred to Ashbourne Town Council on the terms outlined in Appendix 1 of this report as a Community Asset Transfer by way of long lease.
4. That site no 6, part of land off Clifton Road, Ashbourne be transferred to the NHS on the terms outlined in Appendix 1 of this report by way of long lease.

5. That in respect of Site no. 7, Monsal Head Car Park, a new 10-year lease be taken from Little Longstone Parish Meeting by the District on the terms outlined in Appendix 1 of this report.
6. That Site no 8, Allotments and adjoining land at Church Road, Darley Dale is transferred to Darley Dale Town Council on the terms outlined in one of options 1 or 2 as outlined in Appendix 1 of this report.
7. That it is noted that the disposal of site nos. 5,6 and 8. above (either by lease or freehold title transfer) comprise undervalue transactions permitted under the General Disposal Consent 2003.
8. Responsibility for legal and surveyors' costs in respect of all the transactions above are detailed in Appendix. 1 of this report.

List of Appendices

Appendix 1 Land Holdings Review Phase 6 by Property

Background Papers

Non-applicable

Consideration of report by Council or other committee

Not applicable

Council Approval Required

No

Exempt from Press or Public

No

Asset Management Plan – Land Holdings Review Phase 6

1. Background

- 1.1 The Asset Management Plan (AMP) 2019 -2023 is intended to set out the Council's strategic approach to the management of its land and property and to provide a framework within which property asset decisions can be made in support of the Council's corporate aims and objectives.
- 1.2 The Asset Management Plan recommends that unused or surplus buildings and land (of area 0.1ha and above excluding parks and pleasure grounds and public open space) be reviewed to establish whether they should be sold or whether they could contribute to the Council's key objectives of economic development and affordable housing or whether they could form part of a Community Asset Transfer.
- 1.3 This the sixth of a number of phases of reports consider the future arrangements for surplus land and buildings across the District.

2. Key Issues

- 2.1 Phase 6 of the Land Holdings Review covers 4 sites in which queries or expressions of interest have been received, 2 sites where a lease is required to regularise an existing occupation, 1 disposal of an area of surplus land and 1 lease in of an operational car park site. Following consideration of planning, legal and estate management factors, together with operational requirements, recommendations are made regarding whether the sites should be retained, allocated for a particular use or sold and the terms which would apply.
- 2.2 An appraisal of each site has taken place comprising advice on any planning constraints, legal restrictions and maintenance liabilities/costs.
- 2.3 Site nos. 1 and 2 comprise the former Station Master's House and associated gardens of total area 0.03 acres (0.01ha) located adjacent to the railway station and bus station in Matlock and the former Down Station building and associated car park located adjacent to the Peak Rail crossing at Station Road, Darley Dale.
- 2.4 Site nos. 3 and 4 comprise vacant plots of land of 0.057acres (.02ha) and 0.083 acre (.03ha) adjacent to existing housing in Bonsall and Kirk Ireton.
- 2.5 Site nos. 5 and 6 comprise existing structures on District Council owned land at Fishpond Meadows and Clifton Road, Ashbourne.
- 2.6 Site no.7 comprises an existing pay and display car park at Monsal Head.
- 2.7 Site no.8 comprises an allotment site and adjacent grazing land at Station Road, Darley Dale.
- 2.8 The results and recommendations for the eight sites are summarised in Appendix 1 together with plans of each site.

3. Options Considered and Recommended Proposal

3.1 Not applicable

4. Consultation

4.1 Ward Members and the relevant Town/Parish Council have been consulted on the proposed disposals and any comments received will be reported to the meeting.

5. Timetable for Implementation

5.1 On approval instructions will be issued to the Legal department to progress all matters to completion.

5.2 Except for site no. 8 which is subject to notice periods, it is anticipated that transfers and leases will be completed by the 4th quarter of 2023/24.

6. Policy Implications

6.1 In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, equalities, environmental, climate change, health, human rights, personnel and property.

7. Financial and Resource Implications

7.1 The site index at the start of Appendix 1 indicates the recommended option for each site i.e. market or community asset transfer for long lease, freehold sale or freehold community asset transfer. For the sites that are to be subject to the market, it is difficult at this stage to assess the level of income accurately.

7.2 Rental or lease income is credited to the revenue account. Receipts from disposals of land or buildings are treated as capital receipts if the individual receipt is £10,000 or more and are credited to the revenue account if less than £10,000.

7.3 The disposal of site nos. 5, 6 and 8.(either by lease or freehold title transfer) comprise undervalue transactions permitted under the General Disposal Consent 2003.

7.4 Disposal of sites 1-4 and 8 would reduce a maintenance liability.

7.5 Where appropriate, a contribution or full payment of our legal and surveying expenses will be sought as outlined in Appendix. 1 of this report.

7.6 The financial risk of the report recommendations is assessed as low.

8. Legal Advice and Implications

- 8.1 All disposals are subject to a full title check with relevant legal procedures being followed and will contain appropriate restrictions to protect the Council's interest.
- 8.2 In respect of sites 1-7 (and 8 if Option 2 is followed), subject to clause 8.1 being addressed, the legal risk is assessed as low.
- 8.3 In respect of site 8, if Option 1 is followed, the legal risk is considered to be medium.

9. Equalities Implications

- 9.1 None applicable

10. Climate Change Implications

- 10.1 There are no significant climate change impacts of the recommendations on the report.

11. Risk Management

- 11.1 Financial and legal risks have been assessed above.

Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive		
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	06/07/2023
Monitoring Officer (or Legal Services Manager)	James McLaughlin	11/07/2023

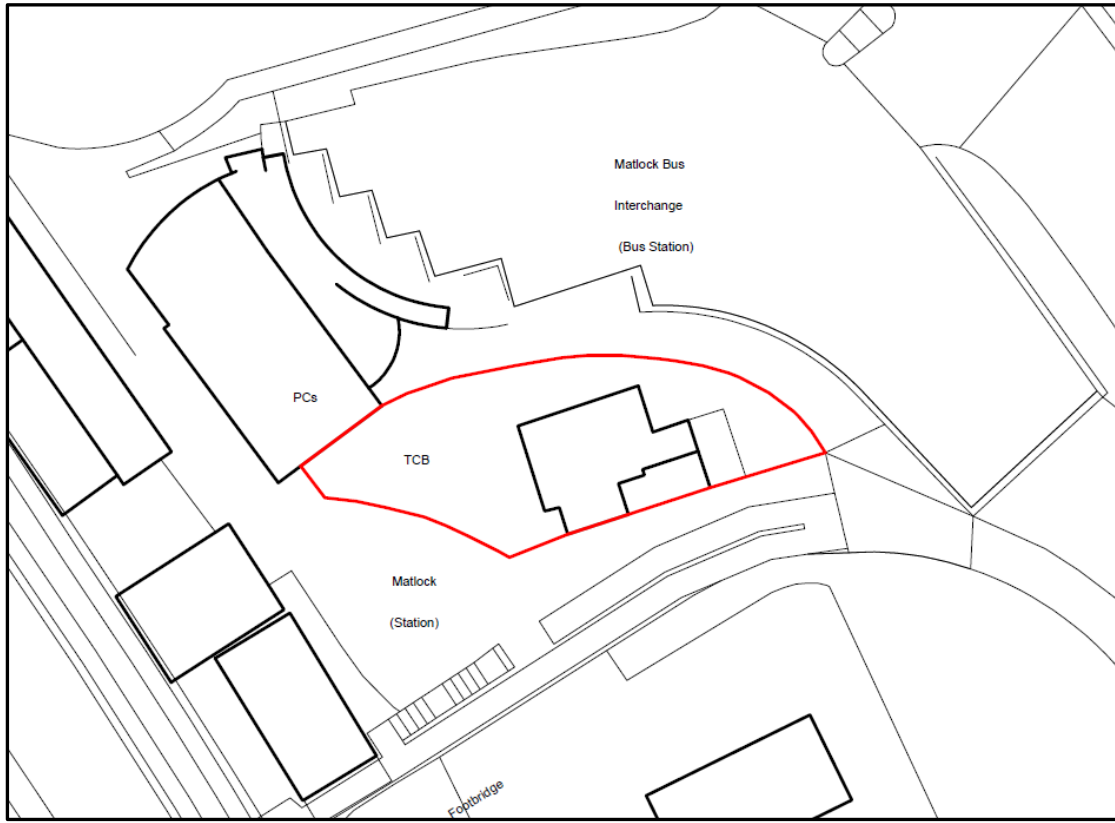
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APPENDIX 1 – LAND HOLDINGS REVIEW PHASE 6 BY PROPERTY

SITE INDEX

1.	Station House, Matlock	Market for long lease
2.	Down Station Building, Darley Dale	Market for long lease
3.	Land between 44 and 48 High St at Bonsall	Freehold sale
4.	Land at Peats Close, Kirk Ireton	Freehold sale
5.	Beacon, Area within Fishpond Meadows, Ashbourne	CAT – Long Lease
6.	Land at Clifton Rd, Ashbourne	Long lease
7.	Front car park at Monsal Head	Lease In
8.	Land Adjoining Church Rd Allotments (resubmission)	CAT – Freehold Transfer

Site 1 – Station House, Matlock



Indicative Plan only
Plan - Area outlined in red

LAND HOLDINGS REVIEW

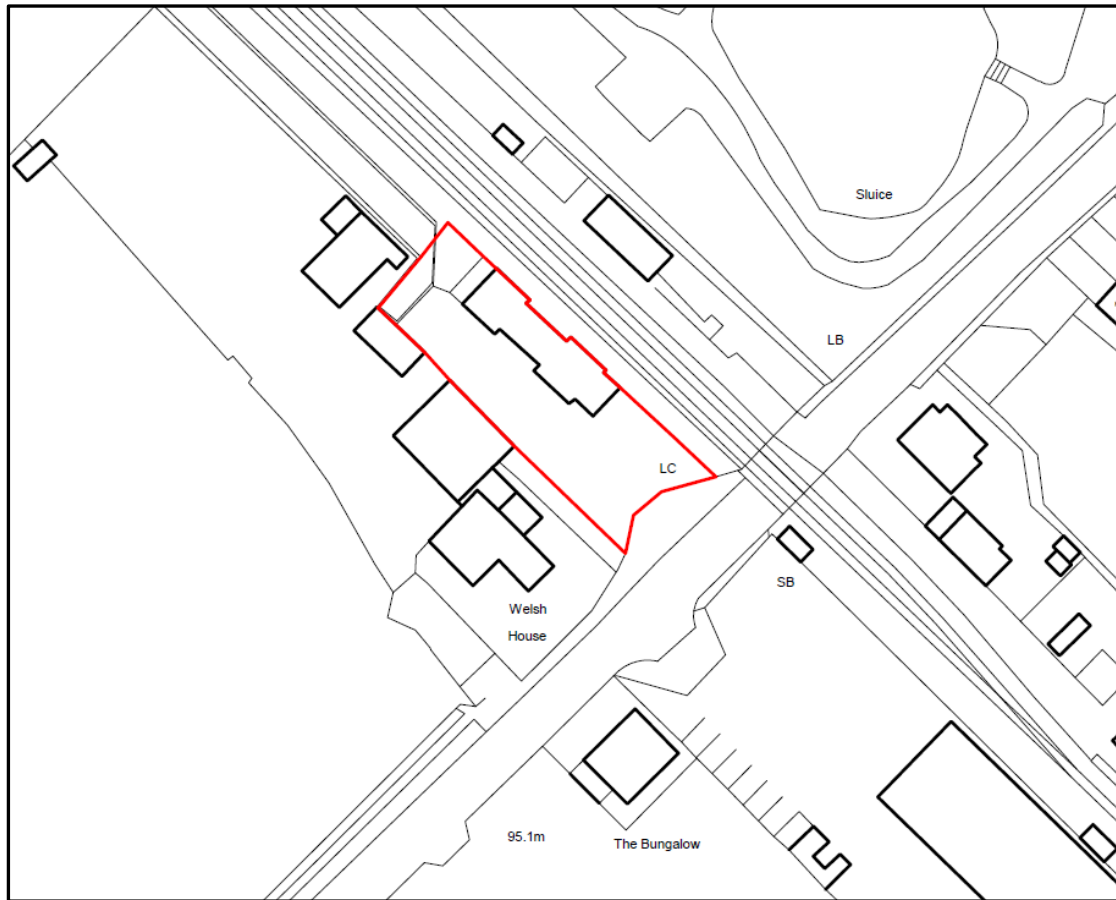
SITE NO. 1

ADDRESS	Station House, Station Yard Matlock DE4 3NA Reference: A/00599
REQUEST RECEIVED	We have been approached by Peak Rail who are interested in taking the site on as part of their operation to use as a specialised holiday let in connection with the railway.
DESCRIPTION/LOCATION	<p>The site comprises the former Station Master's House designed by Joseph Paxton and constructed in c1850 forming part of the original station development by the Midland Railway company on the route between Derby and Buxton.</p> <p>It comprises a listed 2 storey residential property with associated gardens of total area 0.03 acres (0.01ha) located adjacent to the railway station and bus station.</p> <p>The property was retained from the housing stock transfer in 2002 pending redevelopment of the area around Station House. The original tenants remained in occupation and the property has been empty since they vacated.</p>
OWNERSHIP	Freehold owned by DDDC under part of title DY395367.
LEGAL COVENANTS RESTRICTIONS	Subject to title check
PLANNING	Property is grade listed. The proposed use of the building for tourism / holiday let use would be an acceptable form of development in principle, subject to impact on historic fabric.
MAINTENANCE	The property has been empty for a number of years and is maintained to be structurally sound and in a wind and watertight condition although refurbishment works will be required before occupation. Maintenance costs of

	c£4,400 have been incurred over the last 4 years.
HEALTH & SAFETY/RISKS	The property is inspected regularly, and any health and safety risks are addressed. The services are drained down and isolated.
CLIMATE CHANGE	Use of the property as a holiday let in connection with the railway combined with its location adjacent to the station makes it suitable for visitors using public transport.
OFFICER COMMENT	<p>This site was one of 2 sites allocated for housing purposes at the March 2021 meeting of this Committee. However, following appraisal work by the Housing Team and their consultants, it has been determined that conversion to affordable housing is not viable due to the size, layout and listed nature of the property.</p> <p>Peak Rail are currently undertaking a feasibility study of the site.</p>
RECOMMENDATION	<p>That the site be declared as surplus to requirements and that the Estates and Facilities Manager be delegated to proceed with the disposal of the site by one of the following 3 options: -</p> <ol style="list-style-type: none"> 1. negotiate and agree a leasehold disposal of the property on suitable market terms (including, if appropriate a payment towards the Council's reasonable legal and surveyors costs)any requirement for a residential related use with Peak Rail PLC. 2. negotiate and agree a leasehold disposal of the property on suitable market terms (including, if appropriate a payment towards the Council's reasonable legal and surveyors costs)for a residential/ commercial (subject to planning consent) use with a third party following a period of marketing. 3. To offer for freehold sale by public auction as one lot with a reserve to be set by the Estates &Facilities Manager in consultation with the auctioneer depending on interest generated with a

	buyer's premium to apply to cover the Council's costs..
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Site 2 – Down Station Building, Darley Dale



Indicative plan only
Plan – Property outlined in red

LAND HOLDINGS REVIEW

SITE NO. 2

ADDRESS	Down Station Building, Darley Dale Reference : A/00343
REQUEST RECEIVED	Peak Rail have expressed a continued interest in this building due to its close ties to the railway.
DESCRIPTION/LOCATION	The Down Station building is a former station building constructed in c1873. It comprises a single storey listed stone building located on the station platform with an associated car park.
OWNERSHIP	Freehold part title DY395570
LEGAL COVENANTS RESTRICTIONS	Subject to title check.
PLANNING	Property is grade II listed. Any re-use of this building would require planning and listed building consent.
MAINTENANCE	The property has been empty for a number of years and is maintained to be structurally sound and in a wind and watertight condition including substantial roof repairs in 2018/19 at a cost of £40,250. Further substantial refurbishment works will be required before occupation.
HEALTH & SAFETY/RISKS	The property is inspected regularly, and any health and safety risks are addressed. The services are drained down and isolated.
CLIMATE CHANGE	No impact
OFFICER COMMENT	
RECOMMENDATION	That the site be declared as surplus to requirements and that the Estates and Facilities Manager be delegated to proceed with the disposal of the site by one of the following 3 options: -

	<p>1.To negotiate and agree a leasehold disposal of the property on suitable market terms(including, if appropriate a payment towards the Council's reasonable legal and surveyors costs) with Peak Rail PLC for an appropriate use in connection with the railway.</p> <p>2.To negotiate and agree a leasehold disposal of the property on suitable market terms (including, if appropriate a payment towards the Council's reasonable legal and surveyors costs)with a third party for an appropriate use following a period of marketing.</p> <p>3.To offer for freehold sale by public auction as one lot with a reserve to be set by the Estates &Facilities Manager in consultation with the auctioneer depending on interest generated with a buyer's premium to apply to cover the Council's costs..</p>

Site 3 – Land between 44 and 48 High St at Bonsall



Indicative Plan only

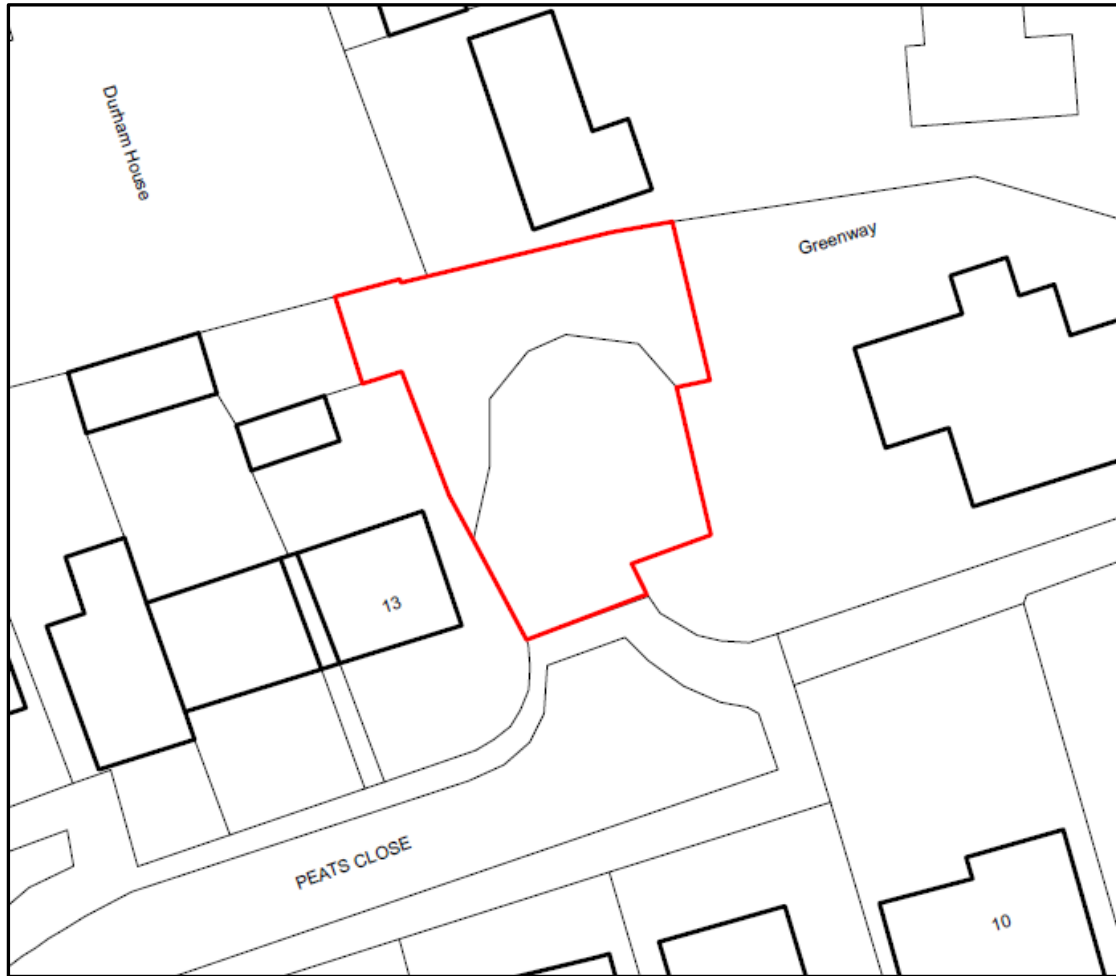
Plan - Land outlined in red

LAND HOLDINGS REVIEW

SITE NO. 3

ADDRESS	Land between 44 and 48 High St at Bonsall Reference No: A/00292
REQUEST RECEIVED	Interest in the site has been received from a local resident.
DESCRIPTION/LOCATION	The site is .057acres (.02hc)
OWNERSHIP	Freehold title DY413834
LEGAL COVENANTS RESTRICTIONS	Subject to title check
PLANNING	Any change of use or development of this site would require planning consent. Site centrally positioned within a tier four settlement in the current local plan.
MAINTENANCE	The site is adjacent to residential properties and is an ongoing maintenance liability for the District Council.
HEALTH & SAFETY/RISKS	No risks noted
CLIMATE CHANGE	No significant impacts
OFFICER COMMENT	This area has no current operational use. The Housing Team and their consultants have looked at the site and it has been determined that development for affordable housing is not viable on this site
RECOMMENDATION	That the site be declared as surplus to requirements and to be offered for freehold sale by public auction as one lot with a reserve to be set by the Estates &Facilities Manager in consultation with the auctioneer depending on interest generated with a buyer's premium to apply to cover the Council's costs..

Site 4 – Land at Peats Close at Kirk Ireton



Indicative Plan only

Plan - Area outlined in red

LAND HOLDINGS REVIEW

SITE NO. 4

ADDRESS	Land between 13 and 15 Peats Close at Kirk Ireton Reference No: A/00358
REQUEST RECEIVED	No specific request. The site was retained from the Housing Stock Transfer in 2002
DESCRIPTION/LOCATION	The site is .083 acre (.03hc)
OWNERSHIP	Freehold owned by DDDC under title DY421558.
LEGAL COVENANTS RESTRICTIONS	Subject to title check and establishing the exact boundaries (plan indicative only).
PLANNING	Any change of use or development of this site would require planning consent. Site located within a tier four settlement in the current Local Plan.
MAINTENANCE	No current issues
HEALTH & SAFETY/RISKS	No current issues
CLIMATE CHANGE	No impact
OFFICER COMMENT	<p>This site was one of 2 sites allocated for housing purposes at the March 2021 meeting of this Committee. However, following appraisal work by the Housing Team and their consultants, it has been determined that development for affordable housing is not viable on this site</p> <p>The site is stone surfaced and is used as an informal car park. All the houses in the vicinity have their own parking. The site has no current operational use.</p>
RECOMMENDATION	That the site be declared as surplus to requirements and be offered for freehold sale by public auction as one lot with a reserve to be set by the Estates & Facilities Manager in consultation with the auctioneer depending on

	interest generated with a buyer's premium to apply to cover the Council's costs..
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Site 5 – Area within Fishpond Meadows, Ashbourne



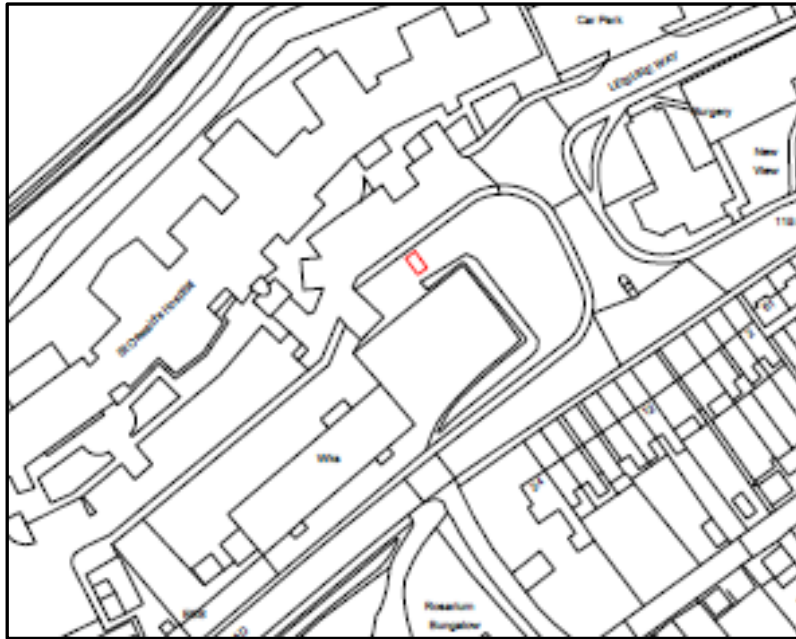
Indicative plan only

Plan - Area outlined in red lease area

ADDRESS	Fishpond Meadows Park Road Ashbourne Reference No: A/00458
REQUEST RECEIVED	Ashbourne Town Council (ATC) have installed a beacon to commemorate the coronation of King Charles III.
DESCRIPTION/LOCATION	The beacon comprises an iron basket mounted on a 6m steel post with associated foundations. It stands on an area of the meadow between the fishpond weir and Henmore Brook.
OWNERSHIP	Freehold owned by DDDC under title DY401340.
LEGAL COVENANTS RESTRICTIONS	Subject to title check.
PLANNING	Planning for the location of the beacon was granted under 23/00098/FUL. Site located within Flood Zone 2 which constrains future development.
MAINTENANCE	The beacon was installed by Whitehouse Construction in May 2023 under the instruction of ATC.
HEALTH & SAFETY/RISKS	No risks noted
CLIMATE CHANGE	No impact
OFFICER COMMENT	It is good practice for installations on Council land to be subject to a formal lease agreement so that insurance and future maintenance obligations are clear.
RECOMMENDATION	Subject to POS advertising ATC to be granted new 25-year lease at peppercorn rent (undervalue transaction) on key terms as follows – <ul style="list-style-type: none"> - 25-year lease - Peppercorn rent - To use as monument (any active use of beacon to covered under an events licence) - £10m in public liability insurance - Lessee responsible for all repair

	<ul style="list-style-type: none">- Comply with planning permissions- Not to charge, underlet or sub-lease. <p>As a CAT each party is to pay for their own legal and surveying expenses.</p>

Site 6 – Land at Clifton Road, Ashbourne



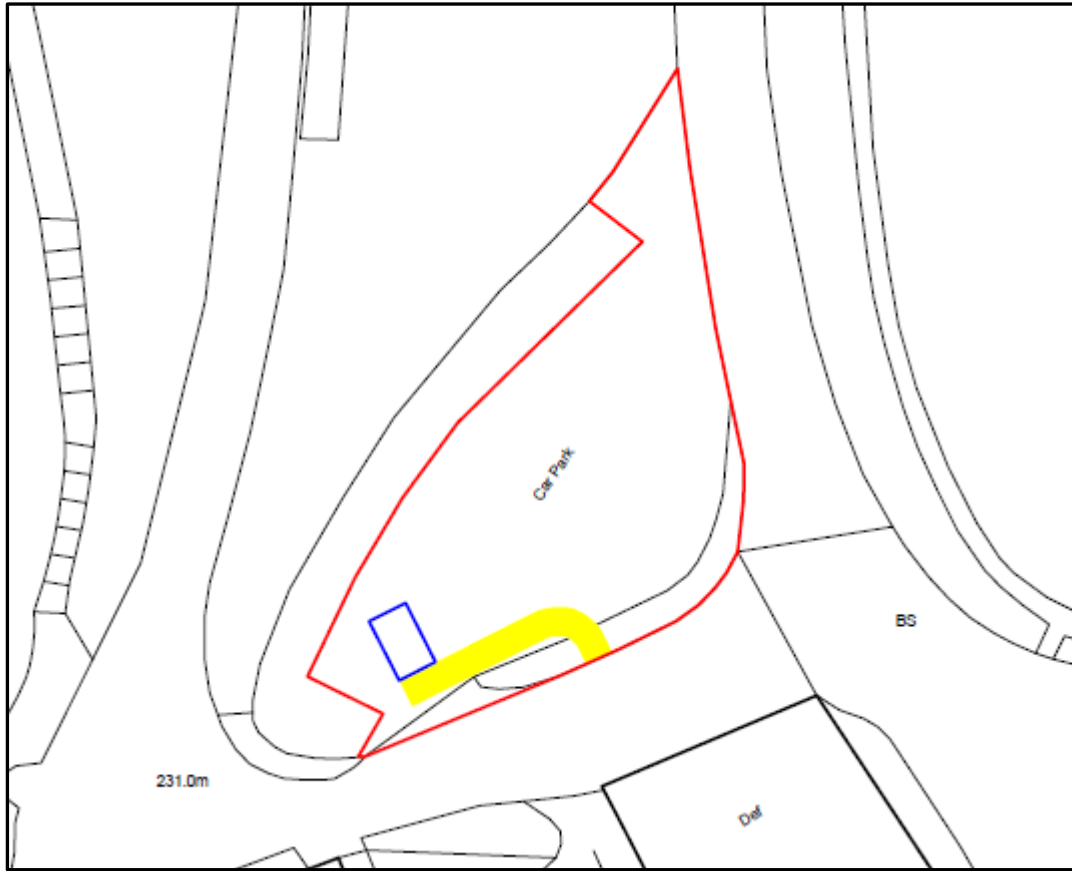
Indicative plan only

Plan - Area outlined in red lease area

ADDRESS	Land at Clifton Road Ashbourne Reference No : A/01217
REQUEST RECEIVED	NHS have installed a directional sign on the land and require a lease for its installation.
DESCRIPTION/LOCATION	The sign for the Hospital was erected by the NHS in connection with the hospital on the adjacent site which was sold in 2008 by the District Council.
OWNERSHIP	Freehold owned by DDDC under title DY 241025.
LEGAL COVENANTS RESTRICTIONS	Subject to title check.
PLANNING	No issues
MAINTENANCE	No issues -the sign was erected by the NHS and is maintained by them. This agreement formalises that arrangement.
HEALTH & SAFETY/RISKS	No issues
CLIMATE CHANGE	No impact
OFFICER COMMENT	<p>It is good practice for installations on Council land to be subject to a formal lease agreement so that insurance and future maintenance obligations are clear.</p> <p>The sign forms part of the adjacent hospital development originally sold to the NHS by the District Council in 2008.</p> <p>Ideally, this should have been included as part of that land sale, but it is considered that the best way to regularise the situation is to grant a 25-year lease of the site of the sign.</p> <p>The Council's remaining 0.13 Ha. land holding in this area was approved for sale at the 18th November 2021 meeting of this committee and will be offered for sale once this matter is completed.</p>
RECOMMENDATION	Subject to POS advertising (if required) NHS to be granted new 25-year lease at a

	<p>peppercorn rent (undervalue transaction) on key terms as follows –</p> <ul style="list-style-type: none">- 25-year lease- Peppercorn rent- To install directional sign- £10m in public liability insurance- Lessee responsible for all repair- Comply with planning permissions- Not to charge, underlet or sub-lease. <p>As to make contribution to DDDC legal costs of £300.</p>
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Site 7 – Front car park at Monsal Head



Indicative plan only

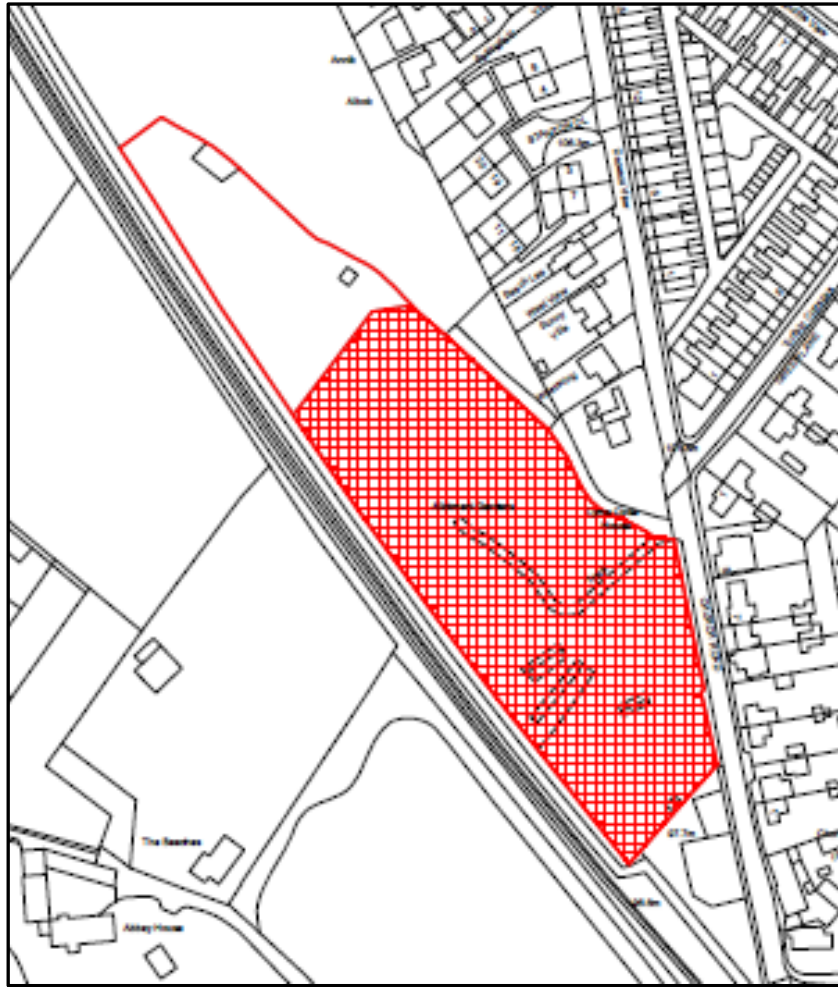
Plan - Area outlined in red lease area, yellow electric easement, blue reserved for ice cream van

Site 7

ADDRESS	Front car park at Monsal Head Reference No: L/00009
REQUEST RECEIVED	Little Longstone Parish Meeting have offered DDDC the opportunity to renew the existing lease which expires 30 November 2023.
DESCRIPTION/LOCATION	The site comprises a small 19 space car park overlooking Monsal Head. It provides Pay and Display car parking and an area for an ice cream van which is operated by the Parish Meeting.
OWNERSHIP	Freehold owned by The Parish Meeting of Little Longstone.
LEGAL COVENANTS RESTRICTIONS	Subject to title check.
PLANNING	Existing consent.
MAINTENANCE	Other than repairs to walls etc, there has been no significant maintenance expenditure required to the car park which remains in good condition.
HEALTH & SAFETY/RISKS	No issues noted
CLIMATE CHANGE	Minor benefit of less emissions by allowing the ice cream van to operate from an electric hook up.
OFFICER COMMENT	This is a renewal of an existing lease which is approaching expiry. Other than terms relating to the installation of the electricity supply, the new lease is on broadly the same terms as the existing agreement.
RECOMMENDATION	Enter into a new lease with the Lessor from 1 December 2023 on key terms as follows – <ul style="list-style-type: none"> - 10-year lease - Peppercorn rent (undervalue transaction) - To reserve L’or right for ice cream van and for installation of electrical supply - Other terms broadly the same as existing but allowing for modernisations <p>DDDC to cover L’or’s reasonable legal costs (up to £1,500 plus VAT).</p>

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Site 8 – Land at Church Road Darley Dale



Indicative Plan

Land outlined in red

Site 8

ADDRESS	<p>Allotment site and adjoining land at Church Road, Darley Dale</p> <p>Reference Nos</p> <p>A/00420 L/00058 05/0019– Allotment Site</p> <p>A/00421 05/0019 – Adjoining land</p>
REQUEST RECEIVED	<p>During the course of progressing the transfer approved in Phase 4 (G&R committee 22 November 2022) of the allotments and adjoining land the occupier of the adjoining land and ward members have requested the transfer be reconsidered due to their occupation.</p> <p>Darley Dale Town Council (DDTC) have requested the transfer of the allotment land and adjoining land be transferred as one parcel.</p>
DESCRIPTION/LOCATION	<p>The properties are located on the west side of Church Road, Darley Dale.</p> <p>The allotment site is 2.8 acres (1.1 Ha) and the adjoining land is 0.8 acre (0.3 Ha).</p> <p>The site connects to the land leased to Peak Rail.</p>
OWNERSHIP	<p>Freehold owned by Derbyshire Dales District Council under titles DY408532 (absolute title) and DY375949 (possessory title).</p>
LEGAL COVENANTS RESTRICTIONS	<p>Subject to title check</p>
PLANNING	<p>Use of the site as allotments would not amount to a material change of use of the land. Any associated development / infrastructure, buildings and hardstanding etc. would require planning permission.</p>
MAINTENANCE	<p>DDTC already has maintenance responsibility for the allotment site.</p>
HEALTH & SAFETY/RISKS	<p>No issues noted.</p>

CLIMATE CHANGE	The indicative plans of DDTC seek to improve the natural capital on site and may have a positive climate change impact.
OFFICER COMMENT	<p>The adjoining land which we thought had unauthorised occupation was incorrect and the occupier is claiming rights under an agricultural tenancy.</p> <p>This could be brought to an end by appropriate notice, but this would leave the current occupier with no local grazing accommodation.</p> <p>Without this additional land, no additional allotments can be created</p>
RECOMMENDATION	<p>To proceed with one of the following options: -</p> <ol style="list-style-type: none"> 1. That, following an appropriate period of notice, and subject to vacant possession being obtained, the whole site be transferred as a CAT to DDTC as per the November 2022 resolution. or 2. Alternatively, that no notice be served and only the part of the site currently occupied by DDTC be transferred as a CAT to DDTC as per the November 2022 resolution.

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Agenda Item 8

OPEN REPORT GOVERNANCE AND RESOURCES COMMITTEE

Governance and Resources 20 July 2023

INTERNAL AUDIT ANNUAL REPORT 2022/23

Report of the Director of Resources

Report Author and Contact Details

Jenny Williams, Head of the Internal Audit Consortium
01246 959770 or jenny.williams@chesterfield.gov.uk

Wards Affected

District Wide

Report Summary

This report is to: -

- Present a summary of the internal audit work undertaken during 2022/23 from which the opinion on governance, risk and internal control is derived.
- Provide an opinion on the overall adequacy and effectiveness of the Council's governance, risk and control arrangements including any qualifications to that opinion.
- Draw attention to any issues that need to be considered for inclusion in the Annual Governance Statement.
- Compare work undertaken with that which was planned and summarise performance.
- Comment on compliance with the Public Sector Internal Audit Standards (PSIAS) and Code of Ethics.
- Comment on the results of the internal quality assurance programme.
- Confirm the organisational independence of internal audit.
- Review the performance of Internal Audit against the current Internal Audit Charter.

Recommendation

That the Internal Audit Annual Report for 2022/23 be accepted.

List of Appendices

Appendix 1 Internal Audit Reports Issued 2022/23

Appendix 2 Comparison of planned work to actual work undertaken

Appendix 3 Internal Audit Quality Assurance Programme

Background Papers

None

Consideration of report by Council or other committee

N/A

Council Approval Required

No

Exempt from Press or Public

No

Internal Audit Annual Report 2022/23

1. Background

1.1 The Public Sector Internal Audit Standards require that the Head of the Internal Audit Consortium delivers an annual internal audit opinion and report that can be used by the organisation to inform its governance statement.

2. Key Issues

2.1 The 2022/23 Operational Audit Plan was approved by the Governance and Resources Committee on the 17 March 2022.

2.2 In June 2022 both the Senior Auditor and Auditor tendered their resignations leaving the Council without any audit staff. Several recruitment attempts were made however the Council has only recently been able to appoint a Senior Auditor (starting 29th May 2023). This has had a large impact on the completion of the 2022/23 plan.

2.3 Appendix 1 details the audit reports issued in respect of audits included in the 2022/23 internal audit plan. The appendix shows for each report the overall assurance level provided on the reliability of the internal controls and the assurance level given at the last audit. Report opinions for the last few years is summarised in the table below.

Table 1 – Audit report opinions 2019/20 to 2022/23

	Number of reports 2019/20	Number of reports 2020/21	Number of Reports 2021/22	Number of Reports 2022/23
Substantial	9	3	6	2
Reasonable	9	2	4	1
Limited	1	1	1	0
Inadequate	0	0	0	0
Total	19	6	11	3

A definition of the above assurance levels is shown at the foot of Appendix 1.

2.4 No fraud was identified in respect of the audits completed in 2022/23.

2.5 As only 3 audits were completed, the performance indicators for internal audit have not been calculated for the 2022/23 financial year as they would be meaningless.

Opinion on the adequacy and effectiveness of governance, risk and control arrangements

2.6 The Head of the Internal Audit Consortium is responsible for the delivery of an annual audit opinion that can be used by the council to inform its governance system. The annual opinion concludes on the overall adequacy and

effectiveness of the organisation's framework of governance, risk management and control.

- 2.7 The results of the work carried out by internal audit are not sufficient to support a Head of Internal Audit annual opinion on the overall adequacy and effectiveness of the organisations framework of governance, risk management and control. This opinion is a requirement of the Public Sector Internal Audit Standards.
- 2.8 This limitation of scope has arisen because the Council has not had any internal audit staff for the majority of the year. This has meant that only 3 audits have been completed and it has also not been possible to assess what other assurances are in place. As can be seen in the table above, a reduced number of audits were also completed in 2020/21 and 2021/22 so sufficient reliance cannot be drawn from previous audit work.
- 2.9 A Senior Auditor has now been appointed and therefore the recruitment process will begin for the vacant Auditor post. If both of these posts are filled for the majority of the 2023/24 financial year then this should prevent the same situation occurring again.

Issues for inclusion within the Annual Governance Statement

- 2.10 The internal control issues arising detailed above will be considered by the Director of Resources during the preparation of the Annual Governance Statement namely: -
- Lack of an audit opinion on the organisation's governance, risk management and control arrangements due to there being no audit staff in post for most of the year.

Comparison of planned work to actual work undertaken

- 2.11 Appendix 2 provides full details of the audits completed and those deferred in respect the 2022/23 internal audit plan.

Compliance with the Public Sector Internal Audit Standards/ Code of Ethics and other quality assurance results

- 2.12 Quality control procedures have been established within the Internal Audit Section and these are documented in the Quality and Assurance Improvement Programme at Appendix 3. These procedures are designed to ensure compliance with the PSIAS and Code of Ethics.

3 Options Considered and Recommended Proposal

- 3.1 The report is presented for information in accordance with the Public Sector Internal Audit Standards. There is no alternative proposal to consider, although the Committee may determine to add other decisions on matters pertaining to this report.

4 Consultation

4.1 The Corporate Leadership Team were consulted in the preparation of this report.

5 Timetable for Implementation

5.1 If the recommendation before the Committee were to be approved, there would be no decision to be implemented.

6 Policy Implications

6.1 Audit reviews help to ensure that the Council's resources and priorities are focused on achieving the objectives within the corporate plan and that there are appropriate governance, risk and control arrangements in place.

7 Financial and Resource Implications

7.1 There are no financial implications arising from this report.

8 Legal Advice and Implications

8.1 Internal Audit provides a valuable service in reviewing procedures and processes against high standards of governance. Recommendations arising from specific reports help the organisation to learn, improve and mitigate risk. The legal risk associated with the recommended decision has been assess as low.

9 Equalities Implications

9.1 There are no equalities implications arising from this report.

10 Climate Change Implications

10.1 There are no climate change implications arising from this report.

11. Risk Management

11.1 There is a risk that the lack of independent assurance means that weaknesses in governance, risk and control may go undetected.

Report Authorisation

Approvals obtained from Statutory Officers:-

	Named Officer	Date
Chief Executive	Paul Wilson	03/07/2023
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	03/07/2023
Monitoring Officer (or Legal Services Manager)	James McLaughlin	11/07/2023

Appendix 1

Internal Audit Reports Issued 2022/23

Ref	Report Title	Assurance Level 2022/23
1	Bakewell Agricultural Business Centre	Reasonable
2	Leisure Centre Contract Management	Substantial
3	National Non-Domestic Rates	Substantial

Assurance Level	Definition
Substantial Assurance	There is a sound system of controls in place, designed to achieve the system objectives. Controls are being consistently applied and risks well managed.
Reasonable Assurance	The majority of controls are in place and operating effectively, although some control improvements are required. The system should achieve its objectives. Risks are generally well managed.
Limited Assurance	Certain important controls are either not in place or not operating effectively. There is a risk that the system may not achieve its objectives. Some key risks were not well managed.
Inadequate Assurance	There are fundamental control weaknesses, leaving the system/service open to material errors or abuse and exposes the Council to significant risk. There is little assurance of achieving the desired objectives.

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Comparison of Planned Work to Work Completed 2022/23

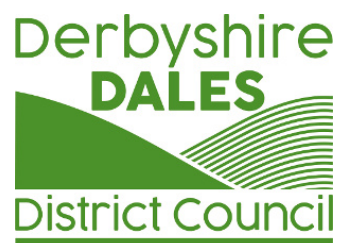
Completed
Deferred

Priority	Main Financial Systems	2022/23 Days
H/M	Main Accounting System	9
H/M	Budgetary Control	5
H/M	Cash and Bank	15
H/M	Treasury Management	15
H/M	Council Tax	10
H/M	Non Domestic Rates	20
H	Housing / Council Tax Benefit	20
H/M	Business Grants	10
	Total Main Financial Systems	104
	Other Operational Audits	
H/M	Asset Management	12
L	Bakewell Agricultural Centre	8
M/L	Energy Grants	5
L	Expenses and Allowances	10
L	Illuminations	2
H/M	Leisure Contract Management	14
L	Parks	5
H	Refuse Collection	15
M	Transport / fuel	12
	Total Other Operational Audits	83
	Corporate/Cross Cutting	
M	Corporate Targets	10
H/M	Data Protection	12
M	Business Continuity	10
M	Ethics	12
H	Follow up Previous Recommendations	10
L	Freedom of Information	8
M	Health and Safety	12
	Total Corporate/Cross Cutting	74
	IT Systems	
M	Laptops / Removable Media	10
	Total IT Systems	10
	Fraud and Corruption	
M/L	NFI	1
	Total Fraud and Corruption	1

	Other	
	Contingency	30
	Financial Advice/Working Groups	25
	Total Other	55
	Management Time (IA Head of Audit)	30
	Grand Total	357

Internal Audit Section

Quality Assurance and Improvement Programme (QAIP)



Introduction

The Public Sector Internal Audit Standards require that the Head of Internal Audit develops and maintains an improvement programme that covers all aspects of the internal audit activity.

A quality assurance and improvement programme (QUAIP) is designed to enable an evaluation of the internal audit activity's conformance with the Public Sector Internal Audit Standards and an evaluation of whether internal auditors apply the Code of Ethics. The programme also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement.

The quality assurance and improvement programme must include both internal and external assessments.

Internal assessments must include:

- Ongoing monitoring of the performance of the internal audit activity.
- Periodic self-assessments or assessments by other persons within the organisation with sufficient knowledge of internal audit practices.

External assessments must be conducted at least once every five years by a qualified, independent assessor or assessment team from outside the organisation.

This QUAIP covers: -

- 1) Internal Assessments
- 2) External Assessments
- 3) Staff qualifications / experience
- 4) Training
- 5) Other elements

1) Internal Assessments

Internal assessments consist of the following: -

- An annual assessment against the Public Sector Internal Audit Standards by the Head of the Internal Audit Consortium. Although procedures are in place the PSIAS have not been complied with due to the lack of internal audit staff during the 2022/23 financial year.
- Reviews of working papers – All audit working papers are reviewed by the Head of Internal Audit or a Senior Auditor to ensure that they meet required standards and support the findings of the review. These reviews are documented.
- Review of audit reports – The Head of Internal Audit reviews all reports for quality and consistency before they are formally issued.

- Key performance indicators – these are usually reported in the annual report however have not been calculated this year due to the lack of audit work undertaken.
- Customer feedback – Customer satisfaction surveys are issued with every report and the results monitored. Due to the lack of audits completed satisfaction rates can not be effectively measured this year.

2) External Assessments

An external review of internal audit took place in May 2021 the results of which concluded “Current services are assessed to “generally conform” with the PSIAS and compare favourably with peers, there are no areas where the service does not comply with the Standards”.

The results of the external assessment were fully reported to the Governance and Resources Committee.

An action plan was developed from the points arising in the 2021 external review and has been used to further drive improvement.

3) Audit Staff qualifications / experience

The table below summarises the qualifications and experience of the Internal Audit staff.

<u>Post</u>	<u>Qualification</u>	<u>Experience</u>
Head of Internal Audit	CIPFA	25 years
Senior Auditor (Starting 29 May 2023)	AAT	10 Plus years
Auditor	Vacant post	

Training Undertaken in 2022/23

Training records are maintained to monitor both professional and ad hoc training received by staff.

Training is delivered via webinars, team meetings, professional journals etc. All staff undertake CPD.

Other Elements

- A spreadsheet is populated by members of the audit team with ideas for improvement. The ideas are discussed at team meetings and actions agreed accordingly.
- Performance Development Reviews – All staff have a performance review and 1:1 meetings. These reviews set and monitor the achievement of objectives and identify any training requirements.
- The Internal Audit Manual is a comprehensive record of audit procedures and requirements and is updated at least every 2 years.
- Declarations of Business Interest – Staff are required to complete a declaration of business interests form on an annual basis and cannot undertake audits where there is a potential conflict of interest.
- Team meetings – Monthly team meetings are held which discuss points of practice, audit findings, information sharing and include elements of training and brainstorming.

Agenda Item 9



OPEN REPORT GOVERNANCE AND RESOURCES COMMITTEE

Governance & Resources Committee – 20 July 2023

EXTERNAL AUDIT COMPLETION REPORT AND ANNUAL REPORT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

Report of the Director of Resources

Report Author and Contact Details

Karen Henriksen, Director of Resources

01629 761284 or karen.henriksen@derbyshiredales.gov.uk

Wards Affected

District-wide

Report Summary

These reports summarise work undertaken and the key findings arising from the external auditor's work in relation to the Authority's financial statements for 2021/22.

Recommendations

1. That the External Auditor's "Audit Completion Report for the year ended 31 March 2022" be received.
2. That the "Auditor's Annual Report for the year ended 31 March 2022" be received.
3. That the appointment of Mazars LLP as the Authority's external auditor for a period that covers the audits of the statutory accounts for the five consecutive financial years commencing 1 April 2023 be noted.

List of Appendices

Appendix 1 "Audit Completion Report for the year ended 31 March 2022" from Mazars

Appendix 2 "Auditor's Annual Report for the year ended 31 March 2022"

Background Papers

None

Consideration of report by Council or other committees

No

Council Approval Required

No

Exempt from Press or Public

No

External Audit Completion Report and Annual Report For The Financial Year Ended 31 March 2022

1. Background

- 1.1 Members are requested to note the reports from the external auditors prior to approving the Council's Statement of Accounts. The external auditor, Gavin Barker from Mazars LLP, will attend the meeting to take members' questions on the reports.
- 1.2 Due to resource constraints on both sides, there has been a delay in the completion of the external audit of the Statement of Accounts by Mazars LLP, meaning that the deadline of 30 November 2022 was missed. This is by no means unusual this year; Public Sector Audit Appointments (PSAA) announced that only 12% of opted in bodies were able to meet the publishing date of 30 November 2022 for 2021/22 audited financial statements. Although a slight increase on the previous year's 9%, this year's publishing date was two months later than the 30 September target for delivery of 2020/21 opinions. By the end of December 2022 the figure was 15%.
- 1.3 Concluding the 2021/22 audit will be Gavin Barker's last duties as the Council's external audit lead; there will be a new Engagement Lead who will take over for the audit of the 2022/23 financial statements and onwards.
- 1.4 For financial statements relating to 2022/23 and subsequent financial years, the Accounts and Audit Regulations have recently been updated and the deadline for the completion of the external audit will be 30th September (following the year-end).
- 1.5 Following the procurement of external audit services carried out by PSAA (see report to Council 27 January 2022), Mazars LLP has been appointed as the Authority's external auditor for a period that covers the audits of the statutory accounts for the five consecutive financial years commencing 1 April 2023.

2. Key Issues

- 2.1 The Council's external auditors, Mazars, have issued their Audit Completion Report for the year ended 31 March 2022 covering the 2021/22 accounts. The purpose of this document is to summarise the audit conclusions for the 2021/22 financial statements. A copy of the report is shown at Appendix 1; the external auditor has requested that it be brought to Members' attention.
- 2.2 The key issues in the Audit Completion Report are:
 - Audit opinion: The external auditor anticipates issuing an unqualified opinion on the financial statements for 2021/22;
 - Value for Money: The external auditor has not identified any significant weaknesses in arrangements that the Council has put in place to secure economy, efficiency & effectiveness in its use of resources;

- Wider powers: The external auditor did not receive any questions or objections to the financial statements from electors;
- Significant risks: The external auditor has identified three significant risks but has not identified any material issues arising from them to bring to members' attention;
- Internal control recommendations: The external auditor has identified that management should review and strengthen controls relating to the preparation of the grants note. This recommendation has been accepted and has been addressed as part of the preparation of the grants note for the 2022/23 financial statements;
- Corrected misstatements: The external auditor identified six misstatements that were accepted by management and subsequently corrected in the financial statements. Details of the adjusted misstatements are given on pages 21 to 23 of the Audit Completion Report (Appendix 1). Corrections were required to the Comprehensive Income and Expenditure Statement and Balance Sheet. Some disclosures notes had to be adjusted; details of these are given on page 25 of the Audit Completion report (Appendix 1) and in in the report on the Statement of Accounts 2021/22, elsewhere on the agenda for this meeting.
- Uncorrected misstatements: There are three unadjusted misstatements, which relate to entries in the Comprehensive Income and Expenditure Statement. Further details of these are provided on page 24 of the Audit Completion report (Appendix 1) and in the report on the Letter of Representation elsewhere on the agenda for this meeting;
- Disclosure amendments: The external auditor also identified a small number of casting and descriptive issues that required correction. Details of the disclosure amendments are given on page 25 of the Audit Completion Report. The Statement of Accounts has been amended accordingly.
- Wider reporting responsibilities: The external auditor did not receive any questions or objections to the financial statements from electors.

2.3 The Council's external auditors, Mazars, have issued their Draft Annual Audit Report for the year ended 31 March 2022 covering the 2021/22 accounts. The Auditor's Annual Report summarises the work the external auditor has undertaken for the year ended 31 March 2022. A copy of the report is shown at Appendix 2; the external auditor has requested that it be brought to Members' attention.

2.4 The key issues in the Auditor's Annual Report are:

- Audit opinion: The external auditor anticipates issuing an unqualified opinion on the financial statements for 2021/22;
- Value for Money: The external auditor has not identified any significant weaknesses in arrangements that the Council has put in place to secure economy, efficiency & effectiveness in its use of resources;

- Wider reporting responsibilities: The external auditor did not receive any questions or objections to the financial statements from electors;
- Fees: The external auditor's fees for the 2021/22 financial statements are set out on page 19 of the Auditor's Annual Report and total £52,875 (an estimated fee based on the estimated work required to complete the audit).

3. Options Considered and Recommended Proposal

3.1 Not applicable.

4. Consultation & Publicity

4.1 The Draft Statement of Accounts 2021/22 and notice of public rights were placed on the Council's website on the 9th November 2022 and the accounts were available for public inspection from 9th November 2022 to 20th December 2022. No objections were received.

4.2 A notice of a delay in publishing the Audited Statement of Accounts is currently shown on the Council's website.

5. Timetable for Implementation

5.1 The Audited Statement of Accounts will be published on the Council's website as soon as practicable following the Committee's approval and the receipt of the opinion from the external auditor.

6. Policy Implications

6.1 None

7. Financial and Resource Implications

7.1 The external auditor has estimated the fees for the 2021/22 financial statements to be £52,875. This exceeds the budget of £47,895 by £4,980, which has been assessed as a low financial risk.

8. Legal Advice and Implications

8.1 As stated, this report summarises work undertaken and the key findings arising from the external auditor's work in relation to the Authority's financial statements for 2021/22. The legal risk for decision making in association with these recommendations has been assessed as low.

9. Equalities Implications

9.1 There are no equalities issues arising from this report.

10. Climate Change Implications

10.1 There are no climate change issues arising from this report.

11. Risk Management

- 11.1 The work of the external auditor provides assurance that the Council's financial statements present a true and fair view of the Council's finances.
- 11.2 The VFM assessment has not identified any significant weaknesses in arrangements that the Council has put in place to secure economy, efficiency & effectiveness in its use of resources.

Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive	Paul Wilson	03/07/2023
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	05/07/2023
Monitoring Officer (or Legal Services Manager)	James McLaughlin	11/07/2023

Audit Completion Report

Derbyshire Dales District Council

Year ended 31 March 2022

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June 2023



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- 01 Executive summary
- 02 Status of the audit
- 03 Audit approach
- 04 Significant findings
- 05 Internal control recommendations
- 06 Summary of misstatements
- 07 Value for Money

Appendix A: Draft management representation letter

Appendix B: Draft audit report

Appendix C: Independence

Appendix D: Other communications

Our reports are prepared in the context of the 'Statement of Responsibilities of auditors and audited bodies' and the 'Appointing Person Terms of Appointment' issued by Public Sector Audit Appointments Limited. Reports and letters prepared by appointed auditors and addressed to the Council are prepared for the sole use of the Council and we take no responsibility to any member or officer in their individual capacity or to any third party. Mazars LLP is the UK firm of Mazars, an international advisory and accountancy group. Mazars LLP is registered by the Institute of Chartered Accountants in England and Wales.



Governance and Resources Committee Members
Derbyshire Dales District Council
Town Hall
Bank Road
Matlock
Derbyshire
DE4 3NN

Mazars LLP
The Corner
Bank Chambers
26 Mosley Street
Newcastle Upon Tyne
NE1 1DF

28 June 2023

Dear Committee Members

Audit Completion Report – Year ended 31 March 2022


We are pleased to present our Audit Completion Report for the year ended 31 March 2022.

The purpose of this document is to summarise our audit conclusions. The scope of our work, including identified significant audit risks and other areas of management judgement, was outlined in our Audit Strategy Memorandum which we presented on 14 July 2022. We have reviewed our Audit Strategy Memorandum and concluded that the original significant audit risks and other areas of management judgement remain appropriate.

We would like to express our thanks for the assistance of your team during our audit.

If you would like to discuss any matters in more detail then please do not hesitate to contact me on 07896 684771.

Yours faithfully

Gavin Barker

Gavin Barker

Mazars LLP

01

Section 01: **Executive summary**

1. Executive summary

Principal conclusions and significant findings

The detailed scope of our work as your appointed auditor for 2021/22 is set out in the National Audit Office's (NAO) Code of Audit Practice. Our responsibilities and powers are derived from the Local Audit and Accountability Act 2014 and, as outlined in our Audit Strategy Memorandum, our audit has been conducted in accordance with International Standards on Auditing (UK) and means we focus on audit risks that we have assessed as resulting in a higher risk of material misstatement.

In section 4 of this report we have set out our conclusions and significant findings from our audit. This section includes our conclusions on the audit risks and areas of management judgement in our Audit Strategy Memorandum, which include:

- Management override of controls;
- Property, plant and equipment valuation; and
- Defined benefit pension liability valuation.

Section 5 sets out internal control recommendations and section 6 sets out audit misstatements; there are three unadjusted misstatements. Section 7 outlines our work on the Council's arrangements to achieve economy, efficiency and effectiveness in its use of resources.

Status and audit opinion

We have substantially completed our audit in respect of the financial statements for the year ended 31 March 2022.

There has been a substantial delay in completing the audit of the Council's 2021/22 financial statements. The reasons for this are explained more fully on page 13 of this report.

At the time of preparing this report, a few matters remaining outstanding as outlined in section 2. We will provide an update to you in relation to the matters outstanding by issuing a follow up letter prior to issuing our audit opinion.

Subject to the satisfactory conclusion of the remaining audit work, we have the following conclusions.



Audit opinion

We anticipate issuing an unqualified opinion, without modification, on the financial statements. Our proposed audit opinion is included in the draft auditor's report in Appendix B.



Value for Money

We anticipate having no significant weaknesses in arrangements to report in relation to the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources. Further detail on our Value for Money work is provided in section 7 of this report.



Whole of Government Accounts (WGA)

We have 2021/22 group instructions from the National Audit Office, but not an indication of sampled components. So when the 2021/22 opinion is given, we cannot issue the certificate as the instructions received are not yet complete in respect of our work on the Council's WGA submission.



Wider powers

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Council and to consider any objection made to the accounts. No questions or objections have been received.

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Appendices




02

Section 02: **Status of the audit**

2. Status of the audit

Our work is nearly complete; there are currently no matters of which we are aware that would require modification of our audit opinion, subject to completion of work in the areas detailed below.

Audit area	Status	Description of the outstanding matters
Completion work		Procedures such as our quality control, review for post balance sheet events, and management representations are ongoing, and will remain as such, through to the date of issuing the auditor’s report.
 WGA		We are awaiting updated group instructions from the National Audit Office indicating sampled components. This may impact on the timing of issuing our audit certificate to formally conclude and close the audit.
Defined Benefits Pension – net liability		The outcome of the triennial valuation of the Derbyshire Pension Fund as at 31 March 2022 has been published. Given that the valuation provided updated information on the position as at 31 March 2022 (for example in terms of scheme membership numbers), management obtained an updated IAS 19 valuation report and has reflected this in the financial statements. At this stage we need to fully review the amendments arising from this, review any updated actuarial assumptions and obtain assurances from the auditor of the Pension Fund relating to testing of the updated membership data submitted to the actuary for the triennial revaluation process.
Closing procedures		Review of the updated financial statements and consideration of any post balance sheet events.

-  Likely to result in material adjustment or significant change to disclosures within the financial statements.
-  Potential to result in material adjustment or significant change to disclosures within the financial statements.
-  Not considered likely to result in material adjustment or change to disclosures within the financial statements.



03

Section 03: **Audit approach**

3. Audit approach

Changes to our audit approach

We provided details of our intended audit approach in our Audit Strategy Memorandum in July 2022. We have not made any changes to our audit approach since we presented our Audit Strategy Memorandum.

Materiality

Our provisional materiality at the planning stage of the audit was set at £865k using a benchmark of 2% of gross operating expenditure. Our final assessment of materiality, based on the final financial statements is £770k, using the same benchmark.

Use of experts

Management makes use of experts in specific areas when preparing the Council's financial statements. We have used available third-party information to challenge the key valuation assumptions. Furthermore, no changes have been made to the planned approach as outlined in the Audit Strategy Memorandum.

Items of account	Management's expert	Our expert
Property valuations	Valuer appointed by the Council	
Defined benefit pension liability	Hymans Robertson Actuary for the Derbyshire Pension Fund	NAO's Consulting Actuary (PwC)
Financial instruments	Arlingclose Treasury management advisors	

Service organisations

At the planning stage we did not identify any service organisations which impact on the production of the financial statements. This remains the case at the completion stage.



04

Section 04: **Significant findings**

4. Significant findings

In this section we outline the significant findings from our audit. These findings include:

- our audit conclusions regarding other significant risks and key areas of management judgement outlined in the Audit Strategy Memorandum;
- our comments in respect of the accounting policies and disclosures that you have adopted in the financial statements. On page 13 we have concluded whether the financial statements have been prepared in accordance with the financial reporting framework and commented on any significant accounting policy changes that have been made during the year; and
- any significant difficulties we experienced during the audit.

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Significant risks

Management	Description of the risk
override of controls	In all entities, management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur, we consider there to be a risk of material misstatement due to fraud and thus a significant risk on all audits.
How we addressed this risk	
We addressed this risk through performing audit work over:	
<ul style="list-style-type: none"> • Accounting estimates impacting amounts included in the financial statements; • Consideration of identified significant transactions outside the normal course of business; and • Journals recorded in the general ledger and other adjustments made in preparation of the financial statements. 	
Audit conclusion	
Our audit work has provided the assurance we sought and has not identified any material issues to bring to your attention. There is no indication of management override of controls.	



4. Significant findings

Valuation of property, plant and equipment	Description of the risk
06	<p>The financial statements contain material entries on the Balance Sheet as well as material disclosure notes in relation to the Council's holding of property, plant and equipment (PPE). Although the Council uses a valuation expert to provide information on valuations, there remains a high degree of estimation uncertainty associated with the revaluation of PPE due to the significant judgements and number of variables involved in providing revaluations. We have therefore identified the valuation of PPE to be an area of significant risk.</p>
	<p>How we addressed this risk</p> <p>We addressed this risk by considering the Council's arrangements for ensuring that PPE values are reasonable and reviewed third party data to assess the reasonableness of the valuations provided by the valuer. We will also assessed the competence, skills and experience of the valuer.</p> <p>We discussed methods used with the valuer and examined supporting information. We used indices provided by our own expert to confirm the assets not revalued are unlikely to have materially changed in value. We tested revaluations in year to valuation reports and supporting calculation sheets and re-performed the calculations to ensure that they were correct and source data was accurate. We also considered the valuation and presentation of infrastructure assets to gain additional assurance on their reasonableness.</p>
	<p>Audit conclusion</p> <p>Our audit procedures have not identified any material errors or uncertainties in the financial statements, or other matters that we wish to bring to Members' attention in relation to the valuation of land, buildings and investment property assets.</p>

Valuation of Net Defined Benefit Pension Liability	Description of the risk
	<p>The 2021/22 financial statements contain material pension entries in respect of retirement benefits. The calculation of these pension figures, both assets and liabilities, can be subject to significant volatility and includes estimates based upon a complex interaction of actuarial assumptions. This results in an increased risk of material misstatement.</p>
	<p>How we addressed this risk</p> <p>We discussed with key contacts any significant changes to the pension estimates. In addition to our standard programme of work in this area, we evaluated the management controls you have in place to assess the reasonableness of the figures provided by the actuary and considered the reasonableness of the actuary's output, referring to an expert's report on all actuaries nationally.</p> <p>We reviewed the appropriateness of the key assumptions included within the valuations, compared them to expected ranges and reviewed the methodology applied in the valuation. We considered the adequacy of disclosures in the financial statements.</p> <p>We have also sought and obtained assurance from the audit of the Derbyshire Pension Fund regarding the pension estimates involved.</p>
	<p>Audit conclusion</p> <p>Subject to completing the work in relation to the changes made to the 2021/22 financial statements arising from reflecting updated IAS 19 disclosures that take into account the triennial revaluation (as described in Section 2), our work to date has provided the assurance sought, with no material matters to bring to Members' attention.</p>

4. Significant findings

Qualitative aspects of the Council's accounting practices

We have reviewed the Council's accounting policies and disclosures and concluded they comply with the 2021/22 Code of Practice on Local Authority Accounting, appropriately tailored to the Council's circumstances.

Draft accounts and supporting working papers were received from the Council on 7 November 2022 before the start of our rescheduled audit work and were of a reasonable quality, however the Council identified that its initial upload of the draft accounts had some issues with regard to the accuracy of the comparative prior year figures. It was agreed that an updated set of draft accounts would be prepared to address this.

Significant difficulties during the audit

As noted in the Executive Summary in Section 1 of this report, there has been a substantial delay in completing the audit of the Council's 2021/22 financial statements. The reasons for this are explained more fully below.

The timetable for the 2021/22 financial statements required draft statements to be published by the end of May 2022, with audit completion planned for the end of November 2022.

However, the Council experienced significant resourcing and capacity issues due to staff turnover, and was unable to publish its financial statements to the statutory deadline. In the event, draft 2021/22 financial statements were published on 7 November 2022 and the audit work had to be rescheduled to reflect the new timetable.

In addition, we experienced our own significant difficulties in resourcing the audit. There were a number of factors which contributed to this, including backlogs in our work, which were exacerbated by technical accounting issues impacting widely in the local authority sector, most notably in relation to accounting for infrastructure assets. This issue which had become apparent in the sector in February / March 2022 impacted all local authority and related bodies which had material infrastructure assets. As the way forward on this issue was not determined until January 2023, even where draft financial statements had been prepared to the statutory timetable and audits substantially completed by the end of November 2022, it was not possible to issue audit opinions on any sets of 2021/22 financial statements pending addressing the infrastructure issue.

As the Council has infrastructure assets itself, this was also an issue for the Council, with guidance on what to do to address this issue only becoming available in mid-January 2023, and further elements of our work were further rescheduled to consider the Council's revised infrastructure disclosures. In essence, a statutory override was put in place (effective from Christmas Day in 2022) to address the technical accounting issue that had been identified, and CIPFA issued guidance in January 2023 setting out how to apply the statutory override and other changes to be made to the disclosure of infrastructure, primarily to disclose the net position on infrastructure (and not the gross cost and gross depreciation) and to provide additional disclosures to explain to readers of the accounts the nature of the infrastructure assets reflected in the financial statements.

The Council took advantage of the statutory override and amended its financial statements to reflect the newly required disclosures.

By the time we had substantially completed our work on the audit and also in relation to the changes made in disclosures for infrastructure, another technical issue had arisen which led to a further delay. Again, this issue did not only impact only on the Council, but on all local authority and related audits, where audit opinions had still not been issued because of the additional work that had been taking place on infrastructure.

The delays in completing 2021/22 audits meant that the triennial revaluation of the pension fund was complete and there was consequently updated information available of the position as at 31 March 2022 which now needed to be reflected in the 2021/22 financial statements.

Management has subsequently obtained an updated IAS 19 valuation report from the actuary and has reflected this in the 2021/22 financial statements prepared for approval. At this stage we still need to fully review the amendments arising from this, review any updated actuarial assumptions and obtain assurances from the auditor of the Pension Fund relating to testing of the updated membership data submitted to the actuary for the triennial revaluation process. We will report the outcomes of this work in a follow up letter which we will share when we are in a position to issue our audit opinion in relation to the 2021/22 financial statements.

In summary, the delays this year have been challenging and reflect an unfortunate sequence of events, much of which was beyond management or our control.

We are pleased to report that, despite the significant difficulties experienced in the audit of the 2021/22 financial statements, in our view, we continued to have the full co-operation of management as we navigated the various challenges that were presented.

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Wider responsibilities

Our powers and responsibilities under the 2014 Act are broad and include the ability to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to law; and
- issue an advisory notice under schedule 8 of the 2014 Act.

We have not exercised any of these powers as part of our 2021/22 audit.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. No questions or objections have been raised.



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Section 05: **Internal control recommendations**

5. Internal control recommendations

The purpose of our audit was to express an opinion on the financial statements. As part of our audit we have considered the internal controls in place relevant to the preparation of the financial statements in order to design audit procedures to allow us to express an opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of internal controls or to identify any significant deficiencies in their design or operation.

The matters reported are limited to those deficiencies and other control recommendations that we have identified during our normal audit procedures and that we consider to be of sufficient importance to merit being reported. If we had performed more extensive procedures on internal controls we might have identified more deficiencies to be reported or concluded that some of the reported deficiencies need not in fact have been reported. Our comments should not be regarded as a comprehensive record of all deficiencies that may exist or improvements that could be made.

Our findings and recommendations are set out below. We have assigned priority rankings to each of them to reflect the importance that we consider each poses to your organisation and, hence, our recommendation in terms of the urgency of required action. In summary, the matters arising fall into the categories in the table opposite.

Our work this year has only identified one issue to bring to your attention.

Follow up of previous internal control points

We raised 3 internal control points in the prior year. An update on these matters is detailed on pages 18-19.

Priority ranking	Description	Number of issues
1 (high)	In our view, there is potential for financial loss, damage to reputation or loss of information. This may have implications for the achievement of business strategic objectives. The recommendation should be taken into consideration by management immediately.	0
2 (medium)	In our view, there is a need to strengthen internal controls or enhance business efficiency. The recommendations should be actioned in the near future.	0
3 (low)	In our view, internal controls should be strengthened in these additional areas when practicable.	1



5. Internal control recommendations

Other deficiencies in internal control – Level 3

Description of deficiency

Controls in place in regard to the preparation of the grants notes

We identified a number of errors in the preparation of the grants notes for 2021/22. These errors are detailed on page 21 and have been corrected by the Council. For 2020/21 we raised a related recommendation regarding the need to ensure that controls were in place in regard to the preparation of the grants notes and we are carrying forward our recommendation as this remains an area of concern.

Potential effects

Risk of error in relation to the disclosure made.

Recommendation

Management should review and strengthen its controls relating to the preparation of the grants notes.

Management response

Accepted.



5. Internal control recommendations

Follow-up on previous internal control points - Level 3

Controls in place in regard to the preparation of the leases note

During our 2020/21 testing we identified that an incorrect working paper was used when creating the draft financial statements extract for leases (note 38), this resulted in incorrect figures being included in the draft accounts. This resulted in the draft accounts figure for operating leases as lessor being £626k overstated.

Potential effects

Risk of error in relation to the disclosure made.

Recommendation

Management should review and strengthen its controls relating to the preparation of the leases note.

2021/22 update

The 2021/22 leases information was prepared correctly and similar issues were not encountered.

Controls in place in regard to the preparation of the grants notes

Non-Domestic Rates (NDR) was overstated in the draft accounts in Note 35. Capital grants disclosed in Note 12 were not disclosed in Note 35. Note 35 was reviewed for consistency with Note 12. Note 35 NDR has been changed in the updated accounts from £12,312k to £5,922k and Capital grants (not previously disclosed) added as £1,495k. The total credited to Tax and Non specific Grant Income in Note 35 has been amended to £11,454k.

Potential effects

Risk of error in relation to the disclosure made.

Recommendation

Management should review and strengthen its controls relating to the preparation of the grants notes.

2021/22 update

We identified a number of errors in the preparation of the grants notes for 2021/22. These errors are detailed on page 21 and have been corrected by the Council. We are carrying forward our recommendation as this remains an area of concern.

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5. Internal control recommendations

Follow-up on previous internal control points - Level 3

Controls in place in regard to the preparation of the officers' remuneration note for non-senior officer employees paid over £50k

Three non-senior officer employees paid over £50k were omitted from the disclosure in Note 34.

Potential effects

Risk of error in relation to the disclosure made.

Recommendation

Management should review and strengthen its controls relating to the preparation of the officers' remuneration note.

2021/22 update

The 2021/22 officers' remuneration information was prepared correctly and similar issues were not encountered.

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Section 06:

Summary of misstatements

6. Summary of misstatements

This section outlines the misstatements identified during the course of the audit, above the trivial threshold for adjustment of £23,000. There were six adjusted misstatements in the accounts above the trivial threshold.

The adjusted misstatements in the primary statements are set out in the table below.

Adjusted misstatements

		Comprehensive Income and Expenditure Statement		Balance Sheet	
		Dr (£'000)	Cr (£'000)	Dr (£'000)	Cr (£'000)
1	Dr: Note 9 - Income from council tax and non-domestic rates	2,485			
	Cr: Note 9 - Government grants and contributions		2,485		
66	This figure was incorrectly classified in council tax and non domestic rates and needed to be transferred to government grants and contributions				
2	Dr: Short-term debtors - NNDR impairment			193	
	Cr: Note 9 Income from council tax and non-domestic rates)				193
	This results from the 40% Council share of a Collection Fund income adjustment of £482k. This also impacts the income from council tax and non domestic rates (increase) in Note 9				
3	Dr: Note 19 - Council Tax Payers			105	
	Dr: Note 19 - Business Ratepayers			65	
	Cr: Note 19 - Other Entities and Individuals				170
	Misclassification of debtors - no overall impact on total debtors figure				

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6. Summary of misstatements

Adjusted misstatements (continued)

		Comprehensive Income and Expenditure Statement		Balance Sheet	
		Dr (£'000)	Cr (£'000)	Dr (£'000)	Cr (£'000)
4	Dr: Note 22 - Creditors - Other Entities and Individuals			289	
	Cr: Note 19 - Debtors - Other Entities and Individuals				289
60% preceptors share of £482k error removed from creditors and debtors					
001	Dr: Collection Fund - Allowance for impairment	482			
	Cr: Collection Fund - Allowance for impairment)		482		
	Wrong signage in collection fund for increase/decrease in provision for credit losses				



6. Summary of misstatements

Adjusted misstatements (continued)

		Comprehensive Income and Expenditure Statement		Balance Sheet	
		Dr (£'000)	Cr (£'000)	Dr (£'000)	Cr (£'000)
6	Dr: Unusable Reserves (Pensions)			2,314	
	Cr: Other Long Term Liabilities (Pensions)				2,314
101	The outcome of the triennial valuation of the Derbyshire Pension Fund as at 31 March 2022 has been published. Given that the valuation provides updated information on the position as at 31 March 2022 (for example in terms of scheme membership numbers) the Council has obtained an updated IAS 19 report from the actuary which indicates an increased long term pensions liability. The Council updated its accounts in June 2023 to reflect the increased pensions liability involved of £2,314k.				
Total adjusted misstatements		2,967	2,967	2,966	2,966



6. Summary of misstatements

This section outlines the unadjusted misstatements identified during the course of the audit, above the trivial threshold for adjustment of £23,000. There were three unadjusted misstatements in the accounts above the trivial threshold.

Unadjusted misstatements		Comprehensive Income and Expenditure Statement		Balance Sheet	
		Dr (£'000)	Cr (£'000)	Dr (£'000)	Cr (£'000)
1	Dr: CIES - Income - Rents from Investment Properties	31			
	Cr: General Fund		31		
	Extrapolated impact of a £1,215 non material cut off error				
102	Dr: General Fund	114			
	Cr: CIES - Expenditure - Green waste recycling		114		
	Extrapolated impact of a £809 non material cut off error				
3	Dr: CIES - Other Operating Expenditure - Gains/(Losses) on the disposal of non-current assets			56	
	Cr: General Fund				56
	2020/21 Right to Buy sales incorrectly accounted for in calculation of 2021/22 gain/loss on disposal of non-current assets				
Total unadjusted misstatements		145	145	56	56

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6. Summary of misstatements

This section outlines the disclosure amendments identified during the course of the audit. The Council has updated the accounts to address these issues.

Disclosure amendments

During our review of the financial statements we identified a small number of casting and descriptive issues which required correction. The main issues resulting in the amendments made by the Council were as follows:

- 1. The infrastructure assets note and associated disclosures required updating to reflect guidance received well after the end of the financial year..
- 2. Minor amendments were made to the Collection Fund disclosures.
- 3. Minor amendments were made to the Capital Adjustment Account.
- 4. Minor amendments were made to the narrative for Note 14.

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Section 07: **Value for Money**

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7. Value for Money

Approach to Value for Money

We are required to consider whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out and sets out the reporting criteria that we are required to consider. The reporting criteria are:

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

At the planning stage of the audit, we undertake work to understand the arrangements that the Council has in place under each of the reporting criteria and we identify risks of significant weaknesses in those arrangements. Although we describe this work as planning work, we keep our understanding of arrangements under review and update our risk assessment throughout the audit to reflect emerging issues that may suggest significant weaknesses in arrangements exist.

Where our risk-based procedures identify actual significant weaknesses in arrangements we are required to report these and make recommendations for improvement. Where such significant weaknesses are identified, we report these in the audit report.

The primary output of our work on the Council's arrangements is the commentary on those arrangements that forms part of the Auditor's Annual Report. We plan to issue the Auditor's Annual Report shortly after we give our 2021/22 audit opinion.

Status of our work

We have completed our work in respect of the Council's arrangements for the year ended 31 March 2022. We have not identified any significant weaknesses in arrangements that require us to make a recommendation regarding the Council's arrangements.

Our commentary on the Council's arrangements will be provided in the Auditor's Annual Report which we plan to issue shortly after we give our 2021/22 audit opinion.



Appendices

A: Draft management representation letter

B: Draft audit report

C: Independence

D: Other communications

Appendix A: Draft management representation letter

From:

Karen Henriksen CPFA
Director of Resources
Derbyshire Dales District Council
Town Hall
Matlock
Derbyshire
DE4 3NN

To:

Mr Gavin Barker
Director
Mazars LLP
The Corner
Bank Chambers
26 Mosley Street
Newcastle Upon Tyne
NE1 9DF

Date: XXX

Derbyshire Dales District Council - audit for year ended 31 March 2022

This representation letter is provided in connection with your audit of the financial statements of Derbyshire Dales District Council for the year ended 31 March 2022 for the purpose of expressing an opinion as to whether the statement of accounts give a true and fair view in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 (the Code) and applicable law.

I confirm that the following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, inspection of supporting documentation) sufficient to satisfy ourselves that I can properly make each of the following representations to you.

My responsibility for the statement of accounts and accounting information

I believe that I have fulfilled my responsibilities for the true and fair presentation and preparation of the statement of accounts in accordance with the Code and applicable law.

My responsibility to provide and disclose relevant information

I have provided you with:

- access to all information of which I am aware that is relevant to the preparation of the statement of accounts such as records, documentation and other material;



Appendix A: Draft management representation letter

- additional information that you have requested from me for the purpose of the audit; and
- unrestricted access to individuals within the Council you determined it was necessary to contact in order to obtain audit evidence.

I confirm as Director of Resources that I have taken all the necessary steps to make me aware of any relevant audit information and to establish that you, as auditors, are aware of this information. As far as I am aware there is no relevant audit information of which you, as auditors, are unaware.

Accounting records

I confirm that all transactions that have a material effect on the financial statements have been recorded in the accounting records and are reflected in the financial statements. All other records and related information, including minutes of all Council and committee meetings, have been made available to you.

Accounting policies

I confirm that I have reviewed the accounting policies applied during the year in accordance with the Code and International Accounting Standard 8 and consider these policies to faithfully represent the effects of transactions, other events or conditions on the Council's financial position, financial performance and cash flows.

Accounting estimates, including those measured at fair value

I confirm that any significant assumptions used by the Council in making accounting estimates, including those measured at current or fair value, are reasonable.

I confirm that I am satisfied that the actuarial assumptions underlying the valuation of pension scheme liabilities for IAS19 disclosures are consistent with my knowledge. I confirm that all settlements and curtailments have been identified and properly accounted for. I confirm that all significant retirement benefits have been identified and properly accounted for (including any arrangements that are statutory, contractual or implicit in the employer's actions, that arise in the UK or overseas, that are funded or unfunded).

Group Accounts

I confirm that I have reviewed the accounting transactions of the Council's partnerships and joint ventures and am satisfied that these do not need lead to the need for the Council to prepare group accounts.

Contingencies

There are no material contingent losses including pending or potential litigation that should be accrued where:

- information presently available indicates that it is probable that an asset has been impaired or a liability had been incurred at the balance sheet date; and
- the amount of the loss can be reasonably estimated..

There are no material contingent losses that should be disclosed where, although either or both the conditions specified above are not met, there is a reasonable possibility that a loss, or a loss greater than that accrued, may have been incurred at the balance sheet date. There are no contingent gains which should be disclosed.



Appendix A: Draft management representation letter

All material matters, including unasserted claims, that may result in litigation against the Council have been brought to your attention. All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with Code.

Laws and regulations

I confirm that I have disclosed to you all those events of which I am aware which involve known or suspected non-compliance with laws and regulations, together with the actual or contingent consequences which may arise therefrom.

The Council has complied with all aspects of contractual agreements that would have a material effect on the accounts in the event of non-compliance.

Fraud and error

I acknowledge my responsibility as Director of Resources for the design, implementation and maintenance of internal control to prevent and detect fraud and error.

I have disclosed to you:

- all the results of my assessment of the risk that the statement of accounts may be materially misstated as a result of fraud;
- all knowledge of fraud or suspected fraud affecting the Council involving:
 - 109 - management and those charged with governance;
 - - employees who have significant roles in internal control; and
 - - others where fraud could have a material effect on the financial statements.

I have disclosed to you all information in relation to any allegations of fraud, or suspected fraud, affecting the Council's financial statements communicated by employees, former employees, analysts, regulators or others.

Related party transactions

I confirm that all related party relationships, transactions and balances (including sales, purchases, loans, transfers, leasing arrangements and guarantees) have been appropriately accounted for and disclosed in accordance with the requirements of the Code. I have disclosed to you the identity of the Council's related parties and all related party relationships and transactions of which I am aware.

Impairment review

To the best of my knowledge, there is nothing to indicate that there is a permanent reduction in the recoverable amount of the property, plant and equipment below their carrying value at the balance sheet date. An impairment review is therefore not considered necessary.



Appendix A: Draft management representation letter

Charges on assets

All the Council's assets are free from any charges exercisable by third parties except as disclosed within the financial statements.

Future commitments

We have no plans, intentions or commitments that may materially affect the carrying value or classification of assets and liabilities or give rise to additional liabilities.

Subsequent events

I confirm all events subsequent to the date of the financial statements and for which the Code require adjustment or disclosure have been adjusted or disclosed.

Should further material events occur after the date of this letter which may necessitate revision of the figures included in the financial statements or inclusion of a note thereto, I will advise you accordingly.

Covid-19

We confirm that we have carried out an assessment of the on-going impact of the Covid-19 Virus pandemic on the Council, including the impact of mitigation measures and uncertainties, and that the disclosure in the Statement of Accounts fairly reflects that assessment.

Brexit

We confirm that we have carried out an assessment of the potential impact of the United Kingdom leaving the European Union, including the potential outcomes at the end of the Implementation Period, and that the disclosure in the Statement of Accounts fairly reflects that assessment.

Ukraine

We confirm that we have carried out an assessment of the potential impact of Russian Forces entering Ukraine on the Council and there is no significant impact on the Council's operations from restrictions or sanctions in place.

Banking crisis

We confirm that we have assessed the impact on the Council of the on-going Global Banking challenges, in particular whether there is any impact on the Council's ability to continue as a going concern, and on the post balance sheet events disclosures. In this regard we confirm that our exposure (either direct cash exposure or direct / indirect through investments) with Silicon Valley Bank, Credit Suisse, Signature Bank or any other bank in a distress situation, is not material.



Appendix A: Draft management representation letter

Going concern

To the best of my knowledge there is nothing to indicate that the Council will not continue as a going concern in the foreseeable future. The period to which I have paid particular attention in assessing the appropriateness of the going concern basis is not less than twelve months from the date of approval of the accounts.

I have updated our going concern assessment in light of the on-going Covid-19 pandemic. I continue to believe that the Council's financial statements should be prepared on a going concern basis and have not identified any material uncertainties related to going concern on the grounds that current and future sources of funding or support will be more than adequate for the Council's needs. We believe that no further disclosures relating to the Council's ability to continue as a going concern need to be made in the financial statements.

Annual Governance Statement

I am satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and I confirm that I am not aware of any significant risks that are not disclosed within the AGS.

Narrative report

The disclosures within the Narrative Report fairly reflect my understanding of the Council's financial and operating performance over the period covered by the financial statements.

Unadjusted misstatements

I confirm that the effects of any uncorrected misstatements are set out at Appendix A and are immaterial, both individually and in aggregate, to the financial statements as a whole.

Yours sincerely

Director of Resources

Date.....



Appendix B: Draft audit report

Independent auditor’s report to the members of Derbyshire Dales District Council

Report on the audit of the financial statements

Opinion on the financial statements

We have audited the financial statements of Derbyshire Dales District Council (“the Council”) for the year ended 31 March 2022, which comprise the Comprehensive Income and Expenditure Statement, Movement in Reserves Statement, Balance Sheet, Statement of Cash Flows, notes to the financial statements including a summary of significant accounting policies and the Collection Fund. 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 Council as at 31st March 2022 and of its expenditure and income for the year then ended; and
- have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities section of our report. We are independent of the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and 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

In auditing the financial statements, we have concluded that the Director of Resources’ use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

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 Council’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.

Our responsibilities and the responsibilities of the Director of Resources with respect to going concern are described in the relevant sections of this report.

Other information

The Director of Resources is responsible for the other information. The other information comprises the other 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 this other information, we are required to report that fact.



Appendix B: Draft audit report (continued)

We have nothing to report in this regard.

Responsibilities of the Director of Resources for the financial statements

As explained more fully in the Statement of the Director of Resources' Responsibilities, the Director of Resources 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, and for being satisfied that they give a true and fair view. The Director of Resources is also responsible for such internal control as the Director of Resources determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Director of Resources is required to comply with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 and prepare the financial statements on a going concern basis on the assumption that the functions of the Council will continue in operational existence for the foreseeable future. The Director of Resources is responsible for assessing each year whether or not it is appropriate for the Council to prepare its accounts on the going concern basis and disclosing, as applicable, matters related to going concern.

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.

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. Based on our understanding of the Council we identified that the principal risks of non-compliance with laws and regulations related to the Local Government Act 2003 (and associated regulations made under section 21), the Local Government Finance Acts of 1988, 1992 and 2012, and the Accounts and Audit Regulations 2015, and we considered the extent to which non-compliance might have a material effect on the financial statements.

We evaluated the Director of Resources' incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, management bias through judgements and assumptions in significant accounting estimates and significant one-off or unusual transactions.

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to :

- discussing with management and the Governance and Resources Committee the policies and procedures regarding compliance with laws and regulations;
- communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- considering the risk of acts by the Council which were contrary to applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to :

- making enquiries of management and the Governance and Resources Committee on whether they had knowledge of any actual, suspected or alleged fraud;
- gaining an understanding of the internal controls established to mitigate risks related to fraud;

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Appendix B: Draft audit report (continued)

- discussing amongst the engagement team the risks of fraud; and
- addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management and the Governance and Resources Committee. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

We are also required to conclude on whether the Director of Resources' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. We performed our work in accordance with Practice Note 10: Audit of financial statement and regularity of public sector bodies in the United Kingdom, and Supplementary Guidance Note 01, issued by the National Audit Office in September 2021.

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

Report on the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources

Matter on which we are required to report by exception

We are required to report to you if, in our opinion, we are not satisfied that the Council 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 this respect.

Responsibilities of the Council

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

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

We are required under section 20(1)(c) of the Local Audit and Accountability Act 2014 to satisfy ourselves that the Council 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 Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We have undertaken our work in accordance with the Code of Audit Practice, having regard to the guidance issued by the Comptroller and Auditor General in December 2021..



Appendix B: Draft audit report (continued)

Matters on which we are required to report by exception under the Code of Audit Practice

We are required by the Code of Audit Practice to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014;
- we make a recommendation under section 24 of the Local Audit and Accountability Act 2014; or
- we exercise any other special powers of the auditor under sections 28, 29 or 31 of the Local Audit and Accountability Act 2014.

We have nothing to report in these respects.

Use of the audit report

This report is made solely to the members of Derbyshire Dales District Council, as a body, in accordance with part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 44 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 members of the Council 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 members of the Council, as a body, for our audit work, for this report, or for the opinions we have formed.

Delay in certification of completion of audit

We cannot formally conclude the audit and issue an audit certificate until we have completed:

- the work necessary to issue our assurance statement in respect of the Council's Whole of Government Accounts consolidation pack.

[Signature]

Gavin Barker
Director

For and on behalf of Mazars LLP
The Corner
Bank Chambers
26 Mosley Street
Newcastle Upon Tyne. NE1 1DF

Date: *to be confirmed*



Appendix C: Independence

As part of our ongoing risk assessment we monitor our relationships with you to identify any new actual or perceived threats to our independence within the regulatory or professional requirements governing us as your auditors.

We can confirm that no new threats to independence have been identified since issuing the Audit Strategy Memorandum and therefore we remain independent.

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Appendix D: Other communications

Other communication	Response
Compliance with Laws and Regulations	<p>We have not identified any significant matters involving actual or suspected non-compliance with laws and regulations.</p> <p>We will obtain written representations from management that all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements have been disclosed.</p>
External confirmations	<p>We did not experience any issues with respect to obtaining external confirmations.</p>
Related parties 117	<p>We did not identify any significant matters relating to the audit of related parties.</p> <p>We will obtain written representations from management confirming that:</p> <ul style="list-style-type: none"> a. they have disclosed to us the identity of related parties and all the related party relationships and transactions of which they are aware; and b. they have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of the applicable financial reporting framework.
Going Concern	<p>We have not identified any evidence to cause us to disagree with the Director of Resources that Derbyshire Dales District Council will be a going concern, and therefore we consider that the use of the going concern assumption is appropriate in the preparation of the financial statements..</p> <p>We will obtain written representations from management, confirming that all relevant information covering a period of at least 12 months from the date of approval of the financial statements has been taken into account in assessing the appropriateness of the going concern basis of preparation of the financial statements.</p>

Appendix D: Other communications

Other communication	Response
Subsequent events	<p>We are required to obtain evidence about whether events occurring between the date of the financial statements and the date of the auditor’s report that require adjustment of, or disclosure in, the financial statements are appropriately reflected in those financial statements in accordance with the applicable financial reporting framework.</p> <p>We will obtain written representations from management that all events occurring subsequent to the date of the financial statements and for which the applicable financial reporting framework requires adjustment or disclosure have been adjusted or disclosed.</p>
Matters related to fraud 118	<p>We have designed our audit approach to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement due to fraud. In addition to the work performed by us, we will obtain written representations from management and the Council, confirming that</p> <ul style="list-style-type: none"> a. they acknowledge their responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud; b. they have disclosed to the auditor the results of management’s assessment of the risk that the financial statements may be materially misstated as a result of fraud; c. they have disclosed to the auditor their knowledge of fraud or suspected fraud affecting the entity involving: <ul style="list-style-type: none"> i. Management; ii. Employees who have significant roles in internal control; or iii. Others where the fraud could have a material effect on the financial statements; and d. they have disclosed to the auditor their knowledge of any allegations of fraud, or suspected fraud, affecting the entity’s financial statements communicated by employees, former employees, analysts, regulators or others.

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*where permitted under applicable country laws.

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Auditor's Annual Report – FINAL DRAFT FOR COMMITTEE

Derbyshire Dales District Council – year
ended 31 March 2022

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June 2023



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Our reports are prepared in the context of the 'Statement of responsibilities of auditors and audited bodies' issued by Public Sector Audit Appointments Ltd. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of Derbyshire Dales District Council. No responsibility is accepted to any member or officer in their individual capacity or to any third party.

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Section 01: **Introduction**

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1. Introduction

Purpose of the Auditor's Annual Report

Our Auditor's Annual Report (AAR) summarises the work we have undertaken as the auditor for Derbyshire Dales District Council ('the Council') for the year ended 31 March 2022. Although this report is addressed to the Council, it is designed to be read by a wider audience including members of the public and other external stakeholders. **This is a DRAFT report, as we have not yet issued our audit opinion. The report will be finalised when we issue our audit opinion, anticipated in August 2023.**

Our responsibilities are defined by the Local Audit and Accountability Act 2014 and the Code of Audit Practice ('the Code') issued by the National Audit Office ('the NAO'). The remaining sections of the AAR outline how we have discharged these responsibilities and the findings from our work. These are summarised below.



Opinion on the financial statements

We issued our audit report on **xx xxxx 2023**. Our opinion on the financial statements was unqualified. **[At this stage, we anticipate being able to issue an unqualified opinion, subject to finalisation of remaining issues.]**



Value for Money arrangements

In our audit report, issued on **xx xxxx 2023 [not yet issued]**, we reported that we had completed our work on the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources and had not identified significant weaknesses in those arrangements at the time of reporting. Section 3 confirms that we have completed this work and provides our commentary on the Council's arrangements. No significant weaknesses in arrangements were identified and there are no recommendations arising from our work.



Wider reporting responsibilities

We issued our Whole of Government Accounts (WGA) Assurance Statement to National Audit Office on **xx xxxx 2023**. NAO have not yet given an indication of sampled components. We will not be able to issue an audit certificate formally closing the audit until NAO have provided confirmation in this respect. **[We anticipate reporting on WGA immediately after issuing our audit opinion.]**

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Council and to consider any objection made to the accounts. We did not receive any questions or objections in respect of the Council's financial statements.

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Section 02:

Audit of the financial statements

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2. Audit of the financial statements

The scope of our audit and the results of our opinion

Our audit was conducted in accordance with the requirements of the Code, and International Standards on Auditing (ISAs).

The purpose of our audit is to provide reasonable assurance to users that the financial statements are free from material error. We do this by expressing an opinion on whether the statements are prepared, in all material respects, in line with the financial reporting framework applicable to the Council and whether they give a true and fair view of the Council's financial position as at 31 March 2022 and of its financial performance for the year then ended. Our audit report, issued on xx xxxx 2023 gave an unqualified opinion on the financial statements for the year ended 31 March 2022. **[At this stage, we anticipate being able to issue an unqualified opinion, subject to finalisation of remaining issues.]**

Our Audit Completion Report 2021/22, presented to the Council's Governance and Resources Committee on 20 July 2023 provides further details of the findings of our audit of the Council's financial statements. This includes our conclusions on the identified audit risks and areas of management judgement, internal control recommendations and misstatements identified during the course of the audit.

Qualitative aspects of the Council's accounting practices

We have reviewed the Council's accounting policies and disclosures and concluded they comply with the 2021/22 Code of Practice on Local Authority Accounting, appropriately tailored to the Council's circumstances.

Draft accounts and supporting working papers were received from the Council on 7 November 2022 before the start of our rescheduled audit work and were of a reasonable quality, however the Council identified that its initial upload of the draft accounts had some issues with regard to the accuracy of the comparative prior year figures. It was agreed that an updated set of draft accounts would be prepared to address this.

Significant difficulties during the audit

There was a substantial delay in completing the audit of the Council's 2021/22 financial statements. The reasons for this are explained more fully below.

The timetable for the 2021/22 financial statements required draft statements to be published by the end of May 2022, with audit completion planned for the end of November 2022.

However, the Council experienced significant resourcing and capacity issues due to staff turnover, and was unable to publish its financial statements to the statutory deadline. In the event, draft 2021/22 financial statements were published on 7 November 2022 and the audit work had to be rescheduled to reflect the new timetable.

In addition, we experienced our own significant difficulties in resourcing the audit. There were a number of factors which contributed to this, including backlogs in our work, which were exacerbated by technical accounting issues impacting widely in the local authority sector, most notably in relation to accounting for infrastructure assets. This issue which had become apparent in the sector in February / March 2022 impacted all local authority and related bodies which had material infrastructure assets. As the way forward on this issue was not determined until January 2023, even where draft financial statements had been prepared to the statutory timetable and audits substantially completed by the end of November 2022, it was not possible to issue audit opinions on any sets of 2021/22 financial statements pending addressing the infrastructure issue.

As the Council has infrastructure assets itself, this was also an issue for the Council, with guidance on what to do to address this issue only becoming available in mid-January 2023, and further elements of our work were further rescheduled to consider the Council's revised infrastructure disclosures. In essence, a statutory override was put in place (effective from Christmas Day in 2022) to address the technical accounting issue that had been identified, and CIPFA issued guidance in January 2023 setting out how to apply the statutory override and other changes to be made to the disclosure of infrastructure, primarily to disclose the net position on infrastructure (and not the gross cost and gross depreciation) and to provide additional disclosures to explain to readers of the accounts the nature of the infrastructure assets reflected in the financial statements.

2. Audit of the financial statements

Significant difficulties during the audit (continued)

The Council took advantage of the statutory override and amended its financial statements to reflect the newly required disclosures.

By the time we had substantially completed our work on the audit and also in relation to the changes made in disclosures for infrastructure, another technical issue had arisen which led to a further delay. Again, this issue did not only impact only on the Council, but on all local authority and related audits, where audit opinions had still not been issued because of the additional work that had been taking place on infrastructure.

The delays in completing 2021/22 audits meant that the triennial revaluation of the pension fund was complete and there was consequently updated information available of the position as at 31 March 2022 which now needed to be reflected in the 2021/22 financial statements.

Management has subsequently obtained an updated IAS 19 valuation report from the actuary and has reflected this in the 2021/22 financial statements prepared for approval. **At this stage we still need to fully review the amendments arising from this, review any updated actuarial assumptions and obtain assurances from the auditor of the Pension Fund relating to testing of the updated membership data submitted to the actuary for the triennial revaluation process. We will report the outcomes of this work in a follow up letter which we will share when we are in a position to issue our audit opinion in relation to the 2021/22 financial statements. [the section highlighted in red will be updated to reflect the outcomes of the planned work that is needed.]**

In summary, the delays this year have been challenging and reflect an unfortunate sequence of events, much of which was beyond management or our control.

We are pleased to report that, despite the significant difficulties experienced in the audit of the 2021/22 financial statements, in our view, we continued to have the full co-operation of management as we navigated the various challenges that were presented.

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Section 03: **Commentary on VFM arrangements**

3. VFM arrangements – Overall summary

Approach to Value for Money arrangements work

We are required to consider whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out and sets out the reporting criteria that we are required to consider. The reporting criteria are:

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

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At the planning stage of the audit, we undertake work so we can understand the arrangements that the Council has in place under each of the reporting criteria. As part of this work we may identify risks of significant weaknesses in those arrangements. Where we identify significant risks, we design a programme of work (risk-based procedures) to enable us to decide whether there is a significant weakness in arrangements. Although we describe this work as planning work, we keep our understanding of arrangements under review and update our risk assessment throughout the audit to reflect emerging issues that may suggest there are further risks of significant weaknesses. We did not identify any significant risks at the planning stage of our audit of Derbyshire Dales District Council.

Where our risk-based procedures identify actual significant weaknesses in arrangements, we are required to report these and make recommendations for improvement. There are no significant weaknesses to report.

The table below summarises the outcomes of our work against each reporting criteria. On the following pages we outline further detail of the work we have undertaken against each reporting criteria, including the judgements we have reached.

Reporting criteria	Commentary page reference	Risks of significant weaknesses in arrangements identified?	Actual significant weaknesses in arrangements identified?
Financial sustainability	10	No	No
Governance	12	No	No
Improving economy, efficiency and effectiveness	15	No	No

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3. VFM arrangements – Financial Sustainability

Overall commentary on the Financial Sustainability reporting criteria

How the Council identifies significant financial pressures that are relevant to its short and medium-term plans

The Council is required to set a balanced budget on an annual basis and to agree a reserves strategy to manage longer-term risk. The Council has developed a Medium Term Financial Strategy (MTFS) covering a 5 year timeframe for 2021/22 to 2025/26. The Medium Term Financial Strategy (MTFS) is reviewed and updated annually. The Council also has a Medium Term Financial Plan (MTFP), which is updated on a rolling basis and presented to Members for approval in March, July and November/December each year. The authority uses scenario testing against its MTFP. The plan recognises the risks and uncertainties facing the Council in terms of cost pressures, future funding arrangements, volatile income levels and potential variations in the costs of the delivery of demand led services in particular. The MTFS is supported by corporate mechanisms for consultation e.g. community forums; customer satisfaction surveys; and consultation on the draft budget.

Our review of the MTFP noted that there are uncertainties over the implementation of the Government spending review and the residual disruption caused by Covid-19. However, as the MTFP is updated on a rolling basis the plan can be updated as the position becomes clearer.

Budgets are assigned to operational managers who monitor budgets on a regular basis as evidenced by our review of budget reports. Each service is assigned a finance lead to help identify pressures and determine the financial impact. Delta returns to Government help to inform Covid-related financial pressures.

The financial position throughout the period has been communicated to elected Members via the Governance and Resources Committee and the full Council as evidenced by our review of minutes. During 2021/22 the Council faced a number of challenges in successfully managing its financial position, delivering new and existing services whilst also planning for the future. The Council set a balanced budget in March 2022 which accounted for the known and expected issues as fully as possible at that stage. The Medium Term Financial Plan demonstrates that, with the proposed increase in council tax and use of reserves, there is a balanced budget for 2022/23 and 2023/24, with savings of £286,000 being required to balance the budget for 2024/25. However, the Medium Term Financial Plan shows that further grant losses are expected from 2025/26 onwards and that, as a result, there is a need to identify additional savings or income of approximately £3m a year from then onward.

The Council's usable reserves have decreased by £2.2m to £24.6m, however this is largely the result of fixed asset adjustments. There is a strong focus on financial resilience within the MTFS and ensuring the Council has appropriate reserves for the future.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council plans to bridge funding gaps and identifies achievable savings

The 5 year MTFS approved in March 2021 identified emerging longer-term pressures. The MTFS is balanced to the end of 2023/24 with efficiency savings of £0.3m required in 2024/25 and savings or income of approximately £3m a year from then onward.

The Council has a good track record of identifying and delivering savings and has made savings of over £2.7 m since 1st April 2014. Total savings required in 2023/24 and 2024/25 are £nil and £286k respectively which are not significant in relation to the overall budget of the Council. While there is uncertainty over the Council's future funding position, it is proposed that (while the Council will continue to look for efficiency savings) there will be a cautious approach to any significant service reductions until the full outcome of the funding / business rates reviews is known. It is considered that the Council has sufficient reserves and balances that would be available to address any immediate funding reduction, giving a period of time to consider the required action in the event of significant funding cuts.

The MTFS does not rely on any contributions from reserves apart from those reserves which are earmarked for specific purposes.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council plans finances to support the sustainable delivery of services in accordance with strategic and statutory priorities

A corporate plan has been developed for 2022 to 2024. There are 3 broad priority areas:

- People - providing a high quality customer experience;
- Place - keeping the Derbyshire Dales Clean, Green and Safe; and
- Prosperity - supporting better homes and jobs.

The MTFS recognises the ongoing pressure the Council faces and the potential impact on service delivery. In-year monitoring reports detail the pressures faced by the Council, whether savings are being achieved, and if resources need to be redirected to areas of need. Our review of the MTFS did not identify a reliance on 'one off' measures to balance the budget.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

3. VFM arrangements – Financial Sustainability

Overall commentary on the Financial Sustainability reporting criteria - continued

How the Council ensures that its financial plan is consistent with other plans

Cost of pay awards are estimated and revised as part of budget setting. Salary budgets are linked to structure establishments and new recruitments have to be approved to ensure that there is sufficient base budget in place to fund the post. The Council liaises with the Pension Fund on a triennial basis to review the employers contribution rates.

The Treasury Management Strategy and Capital Strategy are updated on a regular basis and set out how the Council manages risks and benefits associated with cash-flow, treasury management and borrowing. The strategy sets out how the Council can fund a multi-year capital programme in a financially sustainable way using a series of prudential indicators to monitor the position. This is supported by 'Business Case' documentation to ensure capital projects go through a robust business case documentation process and the revenue implications of capital investment decisions are fully considered and form part of the MTFS planning and budget setting process. These plans and strategies are considered and approved by the Council alongside MTFS and budget decisions each year.

Other operational planning and its impact on the MTFS is also considered, together with the opportunities for working with other local authorities. Risk management is also considered in terms of financial plans and the strategic risk-register is regularly updated and reported to the Governance and Resources Committee in an annual report.

The Governance and Resources Committee and Council consider the updated financial position at various stages throughout the year and this allows for Member scrutiny and challenge. The latest MTFP update was considered by the Council at their March 2023 meeting.

Savings plans are risk assessed to advise Members of the potential impact with proposals being risk assessed for impact on communities and service delivery. We have considered the savings initiatives undertaken in recent years with no weaknesses identified.

The annual MTFS process includes reviewing the Council's earmarked reserves. We confirmed a review was completed in 2021/22 to ensure funding set aside remains in line with strategic and statutory priorities of the Council. This is evidenced in the reports presented to the Governance and Resources Committee and Council during the financial year.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council identifies and manages risks to financial resilience

The MTFS recognises the risks and uncertainties facing the Council in terms of cost pressures, future funding arrangements, volatile income levels and potential variations in the costs of the delivery of demand led services. The plan includes consideration of the impact of Covid, although there is still a lot of uncertainty generated by the pandemic. Our review of the MTFS shows that there is no evidence that assumptions are unrealistic or that there is unplanned or heavy reliance of reserves to cover unplanned spend. The Council models its income and expenditure over the MTFS and builds in known pressures.

A key focus of this medium-term financial strategy is to promote financial resilience and sustainability. The proposed revenue budget is balanced across the term of the financial plan with no reliance on reserves or one-off income to fund permanent spend commitments and the MTFS looks to protect and replenish the Council's reserve levels where possible. Our review of the MTFS has not identified any significant weaknesses in arrangements.

The Council has a good record of delivering planned savings, and the adoption of prudent MTFS planning assumptions, provide comfort that the Council has a sustainable financial position for the immediate future. Our review of savings plans and assumptions within the MTFS has not identified any significant weaknesses in arrangements.

The replenishment of reserves remains a focus of the MTFS with financial resilience a key factor.

The Council has an established risk management framework and the Governance and Resources Committee receives regular risk management updates. We reviewed the reports presented to the Governance and Resources Committee and Council during 2021/22 which reported the forecast outturn position. These reports contain evidence of a clear summary of the Council's performance, detailing significant variances and providing adequate explanation of the causes. Our review did not indicate a weakness in the Council's risk management and budget monitoring and reporting arrangements.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

3. VFM arrangements – Governance

Overall commentary on the Governance reporting criteria

How the Council monitors and assesses risk and how the Council gains assurance over the effective operation of internal controls, including arrangements to prevent and detect fraud

The Council's Head of Internal Audit is engaged from an internal audit consortium that specialises in local government provision. The Council directly employs a Senior Internal Auditor and an Internal Auditor. The Internal Audit Plan and Head of Internal Audit Report is reviewed by the Council's Governance and Resources Committee. As detailed in the plan, the Council uses a risk-based approach to determine the priorities of the internal audit activity, consistent with the Council's objectives.

We confirmed that the Governance and Resources Committee received regular updates on the Audit Plan. Internal Audit reviews highlight weaknesses and recommend actions when required to strengthen processes or procedures. These are regularly reported to the Governance and Resources Committee which holds management to account where weaknesses are identified. The Governance and Resources Committee monitors management actions in response to recommendations and this is reported on a regular basis. The Governance and Resources Committee challenges management if recommendations are not implemented within the agreed timeframe.

The Internal Audit Annual Report was presented to the Governance and Resources Committee meeting in July 2022 and the overall opinion on the framework of governance, risk management and control operating at the Council is that it provides reasonable assurance. Based on our discussions with the Head of Internal Audit, our review of the audit plan, audit reports and our attendance at the Governance and Resources Committee where they were discussed we have not identified any significant weaknesses in arrangements.

The Council has a Risk Management Policy and Strategy that is periodically reviewed, amended and approved by the Governance and Resources Committee. The departmental risk registers covering operational risks are reviewed, updated and challenged regularly and presented to the Corporate Leadership Team and reported to the Governance and Resources Committee as confirmed from our attendance at meetings and review of agendas and papers.

The Council has implemented a Code of Governance, and has published this alongside the Council's Annual Governance Statement. As part of our audit procedures we considered the Council's Annual Governance Statement. This included consideration of the Statement and our cumulative audit knowledge. We identified no matters indicating a significant weakness in arrangements.

Procurement and financial-decision-making are subject to suitable levels of segregation of duty to ensure approvals and oversight of financial activity is maintained. As evidenced through the contract procedure rules, financial regulations and scheme of delegation as set out in the Constitution.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council approaches and carries out its annual budget setting process

The MTFS recognises the risks and uncertainties facing the Council in terms of future cost pressures, funding arrangements, volatile income levels and potential variations in the costs of the delivery of demand led services in particular. The MTFS is supported by consultation with local authority partners and stakeholders. We have reviewed the budget setting arrangements through observation and discussions with officers. No matters have been identified indicating a significant weakness in arrangements. Overall the Council is aware of the financial pressures it faces.

How the Council ensures effective processes and systems are in place to ensure budgetary control; to communicate relevant, accurate and timely management information (including non-financial information where appropriate); supports its statutory financial reporting requirements; and ensures corrective action is taken where needed

We have reviewed Governance and Resources Committee and Council minutes and confirmed there was reporting of the financial position during the 2021/22 financial year. This included detail of movements in the budget and forecast outturn. The reports detailed the in-year pressures as well as planned mitigations. The outturn position was not significantly different to that reported to Members during the year, after taking account of additional grants funding, and did not indicate a weakness in arrangements.

The Council has a good record of delivering against its budget and this is evidence of effective arrangements for budgetary control. The Chief Finance Officer is a member of the Corporate Leadership Team and attends key Committee meetings. There is a delegated framework of financial accountability, including identified senior managers to be responsible for financial performance in each service area and a financial reporting timetable for monitoring. The MTFS sets out the Council's approach to meeting corporate savings targets and helps to ensure the Council identifies and implements efficiency and savings opportunities.

Budget Managers are provided with relevant training to undertake their role as budget managers and are provided with budget monitoring information on a regular basis. Each department is provided with a dedicated finance resource to provide advice and support on business decisions. Finance staff also take budget monitoring information into service team meetings for review.

3. VFM arrangements – Governance

Overall commentary on the Governance reporting criteria - continued

The financial statements timetable is prepared each year to guide the work undertaken. Whilst challenges were encountered as outlined in section 2, our audit of the financial statements we did not identify any matters to indicate a significant weakness in the accuracy of the financial information reported or the process for preparing the accounts. In this regard it is worth highlighting that in our experience management takes action to address audit matters in a timely and appropriate manner.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council ensures it makes properly informed decisions, supported by appropriate evidence and allowing for challenge and transparency.

Decisions are made in accordance with the Constitution and Scheme of Delegation. Financial procedure rules set the parameters for decision-making on capital investments. Proposals are considered by the Corporate Leadership Team (CLT). The Council uses a business case methodology. Business cases template include details of the project manager, project objectives, scope, outputs, benefits, timescale, resources required (financial & personnel), governance arrangements, prioritisation score (against corporate plan priorities), assessment of data protection & ICT issues, risk assessment & CLT decision. Once approved by CLT this business case forms the basis of a report to the relevant committee or Council.

The authority applies the CIPFA/SOLACE Delivering Good Governance in Local Government Framework. Financial regulations state that “No expenditure introducing major continuing liabilities to the Council, particularly new projects which involve financial commitments in future years, new policy or extension of services, may be incurred without prior consultation with the Director of Resources and the approval of Council either through the budget or separately in the course of the financial year.”

Most day-to-day decisions are made by policy committees. Approval of the revenue budget and capital programme is reserved to full Council. In addition, senior officers of the Council make decisions under delegated authority. The Council’s constitution outlines how the Council operates and makes decisions. All reports for policy committees and full Council include legal and financial risk assessments. Reports are challenged by the Corporate Leadership Team and at the Chair’s Briefings, prior to inclusion on meeting agendas. Equality Impact assessments are required to ensure that the Council does not discriminate against certain groups or individuals, especially those who are disadvantaged or vulnerable.

The presentation of the final outturn figures and variations from budget allow the leadership team to make strategic financial decisions.

At Governance and Resources Committee, elected members review progress against objectives and through the monitoring of financial and performance information. The Committee manages its work to enable members to look in more detail at individual topics, making recommendations to the Council as appropriate. The Governance and Resources Committee is tasked with ensuring, amongst other things, good stewardship of the Council’s resources and promoting proper internal control by reviewing the Council’s control systems and monitoring its compliance with legislation, relevant standards, codes of practice and policies.

The Council publishes the outcomes from external reviews and monitors the implementation of any recommended actions through its performance management framework.

The Council implemented measures to ensure that services could continue despite the residual restrictions arising as a result of the COVID-19 pandemic. The arrangements included live streaming to allow the public to observe Council meetings.

We have reviewed Council minutes in the year and have not identified any evidence of a significant weakness in arrangements. The reports we reviewed support informed decision-making and were clear in the decision or recommendation Members were asked to make.

We have not identified any matters from our review to suggest a significant weakness in the committee structure of the Council. It is designed to provide assurance that decision making, risk and performance management is subject to appropriate levels of oversight and challenge.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

3. VFM arrangements – Governance

Overall commentary on the Governance reporting criteria - continued

How the Council monitors and ensures appropriate standards are maintained

The Council’s Constitution is reviewed at least annually and sets out how the Council operates, how decisions are made and the rules and procedures which are followed to ensure that these are efficient and transparent to local people.

There are established codes of conduct for members and officers and a register of gifts and hospitality which is available on the Council’s website and supported by relevant training. Related parties are recorded on an annual basis and disclosed in the statement of accounts as well as senior officer remunerations. We considered these disclosures and compared them with the interests declared. Our work did not indicate a significant weakness in arrangements.

The Annual Governance Statement (AGS) is published and reviews the effectiveness of the Council’s Governance Framework. Our review of the AGS did not identify any significant weaknesses in arrangements. As noted earlier, a system of scrutiny and oversight is in place and documented in the Annual Governance Statement.

The Council appoint an independent person to support the complaints process in accordance with the requirements of the Localism Act 2011 and publish an Annual Complaints Report which considers the outcome of the complaints raised during the year. The Council also publishes an annual letter from the Local Government Ombudsman.

There is regular reporting of treasury management activity that details the Council’s investments, cash and borrowing positions. The Treasury Management Strategy was approved ahead of the 2021/22 financial year and sets out the Council’s measures against which treasury management can be assessed. The measures include those designed to mitigate risk to the Council’s finances and we identified no evidence to indicate a weakness in arrangements.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

3. VFM arrangements – Improving Economy, Efficiency and Effectiveness

Overall commentary on the Improving Economy, Efficiency and Effectiveness reporting criteria

How financial and performance information has been used to assess performance to identify areas for improvement

The Council has well established and effective processes for reviewing financial and performance information and using this to inform areas for improvement. Key performance indicators (KPIs) are monitored. Corporate targets and KPIs are regularly reviewed and reported to Members, with action being taken to address areas of poor performance to inform service and improvement planning. Performance information is considered by the Governance and Resources Committee and used to inform budget setting and monitoring.

Areas of adverse performance feed into the Council’s strategic risk register where relevant. Our review of the risk register and attendance at Governance and Resources Committee confirms that it covers relevant areas.

The Corporate Leadership Team receive comprehensive financial information to inform the budget setting process. Key members of the Corporate Leadership Team are involved in decision-making around service investment and making savings. Financial reports provide an assessment of the financial outturn position for the year in relation to approved budgets for Revenue, Capital and usable reserves, Collection Fund and Treasury Management issues and also progress against other plans.

The Council has undertaken a review against the CIPFA Financial Management Code, to assess the arrangements it has in place. The Council also undertakes benchmarking exercises to assess areas such as council tax levels. Corporate performance against key performance indicators is also reported. Our work on those reports identified no evidence of a significant weakness in arrangements.

The Council’s financial performance is reported on a regular basis together with details of the financial position along with rationale for any changes and factors to be taken into account. Reports include HR implications and impact assessments as appropriate.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council evaluates the services it provides to assess performance and identify areas for improvement

The Governance and Resources Committee receives performance updates and feedback from reviews.

The Director of Resources includes a statement on the adequacy of reserves and financial resilience in the annual budget report and Medium Term Financial Strategy, reflecting the CIPFA Financial Resilience Index as well as bespoke benchmarking reports from a consultant to compare reserve levels with other councils. Other areas of benchmarking are undertaken. Our review has not identified any significant weaknesses in arrangements.

Performance monitoring takes place across all services and this is supplemented with surveys across the Council’s stakeholders to help improve performance. The Council monitors performance during the year against its Corporate Plan including the monitoring of non-financial key performance information.

Assessment by regulators was limited in the 2021/22 year, partly as a result of the COVID-19 pandemic, but the Council has arrangements in place for responding to any recommendations made as a result of external reviews.

Based on our review of a sample of reports and our understanding of the reporting framework, there is sufficient monitoring, reporting and overall scrutiny of both the performance and the financial position of the Council.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

3. VFM arrangements – Improving Economy, Efficiency and Effectiveness

Overall commentary on the Improving Economy, Efficiency and Effectiveness reporting criteria - continued

How the Council ensures it delivers its role within significant partnerships, engages with stakeholders it has identified, monitors performance against expectations, and ensures action is taken where necessary to improve

The Council works with local communities, volunteers, voluntary and community organisations. Some examples include:

- Working in Partnership with volunteers from EMH Care & Support who provide day opportunities for people with learning disabilities and autism;
- The Peak District Partnership (formerly the Local Strategic Partnership) bringing together public, private and voluntary sector organisations working in the Derbyshire Dales and High Peak to deliver a shared vision for the Peak District;
- Budget Consultation and meetings held with different groups to understand stakeholder priorities and ensure priorities and areas for improvement are informed;
- ¹³⁶ Vision Derbyshire which is a partnership of local authorities across Derbyshire, including Derbyshire Dales District Council, which have joined forces to encourage more people living locally to set up their own companies; and
- The Derbyshire Economic Partnership, which comprises the County Council and eight partner district councils looking to take joint initiatives to improve services and amenities.

The Council uses various channels of communication and feedback mechanisms, including social media to reach out to and meet the needs of its communities. During the pandemic, meetings have been streamed live and recordings of meetings are available on the Council website.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

How the Council commissions or procures services, how the Council ensures this is done in accordance with relevant legislation, professional standards and internal policies, and how the Council assesses whether it is realising the expected benefits

Key commissioning and procurement decisions are taken by suitably skilled and trained staff to ensure compliance with legislation, professional standards and internal policies. A local authority procurement team provides advice on all relevant procurement decisions.

The Council has outsourced key functions to provide resilience and cost efficiencies. For example, revenues and benefits and internal audit and counter-fraud services.

During the COVID-19 pandemic councils were required to assess and grant supplier relief in accordance with PPN 02/20. In response the Council set up a robust process to assess claims for relief. Regular updates were provided to Corporate Leadership Team.

There is evidence that the Council has arrangements in place to ensure procurement is in accordance with relevant legislation, professional standards and internal policies.

Our work did not identify any evidence to indicate a significant weakness in arrangements.

04

Section 04:

Other reporting responsibilities and our fees

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4. Other reporting responsibilities and our fees

Matters we report by exception

The Local Audit and Accountability Act 2014 provides auditors with specific powers where matters come to our attention that, in their judgement, require specific reporting action to be taken. Auditors have the power to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to the law; and
- issue an advisory notice.

We have not exercised any of these statutory reporting powers.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. We did not receive any such objections or questions.

Reporting to the NAO in respect of Whole of Government Accounts consolidation data

The NAO, as group auditor, requires us to complete the WGA Assurance Statement in respect of its consolidation data.

We issued our Whole of Government Accounts (WGA) Assurance Statement to National Audit Office on xx xxxx 2023. NAO have not yet given an indication of sampled components. We will not be able to issue an audit certificate formally closing the audit until NAO have provided confirmation in this respect. [We anticipate reporting on WGA immediately after issuing our audit opinion.]

4. Other reporting responsibilities and our fees

Fees for work as the Council's auditor

We reported our proposed fees for the delivery of our work under the Code of Audit Practice in our Audit Strategy Memorandum presented to the Governance and Resources Committee in March 2022. Having completed our work for the 2021/22 financial year, we can confirm that our fees are as follows:

Area of work	2020/21 fees	2021/22 fees
Planned fee in respect of our work under the Code of Audit Practice	£29,487	£29,487
Recurring increases in the base audit fee arising from regulatory pressures (as reported in the 2019/20 audit)	£5,910	£7,388 ¹
Additional fees in respect of the new VFM approach (recurring)	£6,000	£6,000
Additional fees in respect of new ISA540 requirements in relation to Accounting estimates and related disclosures (recurring)	£2,500	£2,500
Additional one-off fees for specific 2022/23 issue (work on infrastructure assets)	£0	£5,000
Additional one-off fees for specific 2022/23 issue (work on update for triennial pensions)	£0	£2,500 ²
Total fees	£43,897	£52,875 ²

Note 1 – we should have increased the 2019/20 recurring fee by 25% to reflect increased rates set by PSAA from 2020/21; we did not do this in 2020/21 in error, but we have applied this increase in 2021/22.

Note 2 – this is our estimate of the final fee based on our estimate of the work needed to complete the audit. This will be updated in the final version of this report.

All fees are subject to VAT. All additional fees are subject to Public Sector Auditor Appointments (PSAA) approval.

Introduction

Audit of the financial statements

Commentary on VFM arrangements

Other reporting responsibilities and our fees

4. Other reporting responsibilities and our fees

Fees for other work

For 2021/22 the Council has engaged Mazars for the following audit-related assurance services:

- Housing Benefit Assurance - £7,851 plus VAT (£7,622 in 2020/21)

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Gavin Barker, Director – Public Services

gavin.barker@mazars.co.uk

Mazars

The Corner
Bank Chambers
26 Mosley Street
Newcastle upon Tyne
NE1 1DF

Mazars is an internationally integrated partnership, specialising in audit, accountancy, advisory, tax and legal services*. Operating in over 90 countries and territories around the world, we draw on the expertise of 40,400 professionals – 24,400 in Mazars' integrated partnership and 16,000 via the Mazars North America Alliance – to assist clients of all sizes at every stage in their development.

*where permitted under applicable country laws.

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Agenda Item 10

**OPEN REPORT
GOVERNANCE AND RESOURCES COMMITTEE**

Governance & Resources Committee – 20 July 2023

LETTER OF REPRESENTATION 2021/22

Report of the Director of Resources

Report Author and Contact Details

Karen Henriksen – Director of Resources
01629 761284 or karen.henriksen@derbyshiredales.gov.uk

Wards Affected

District-wide

Report Summary

This report requests that Members consider and endorse the draft Letter of Representation as part of their responsibility for approving the financial statements for 2021/22.

Recommendation

That the Letter of Representation be endorsed for signature.

List of Appendices

Appendix 1 Letter of Representation 2021/22

Background Papers

None

Consideration of report by Council or other committee

No

Council Approval Required

No

Exempt from Press or Public

No

Letter of Representation 2021/22

1. Background

- 1.1 The International Standard on Auditing (U.K. & Ireland) 580 (ISA 580) requires the external auditor to obtain evidence that the Council's management acknowledges its responsibility for the fair presentation of the financial statements in accordance with the applicable financial reporting framework and has approved the financial statements. The auditor can obtain evidence of management's acknowledgement of such responsibility by obtaining a written representation from management and a signed copy of the financial statements.
- 1.2 ISA 580 gives guidance on matters which might be included in a management "Letter of Representation".
- 1.3 In addition, ISA 580 requires the external auditor to obtain evidence that those charged with governance acknowledge their collective responsibility for the preparation of, and have approved, the financial statements. Consideration of the Letter of Representation by the Council alongside the external auditor's Audit Completion Report, prior to the approval of the Statement of Accounts, contributes to that evidence.

2. Key Issues

- 2.1 The Director of Resources' Letter of Representation has been prepared in accordance with that guidance and is given in Appendix 1. The letter contains no matters of concern which need to be brought to the attention of Members.
- 2.2 There are three uncorrected misstatements that have been identified by the external auditor; these are set out in Appendix A to the letter, with an explanation of why they were not corrected.

3. Options Considered and Recommended Proposal

- 3.1 To comply with the International Standard on Auditing 580, it is recommended that the Governance & Resources Committee consider and endorse the Letter of Representation for the financial year ended 31 March 2022.

4. Consultation

- 4.1 In preparing the letter, the Director of Resources has consulted with the Financial Services Manager and members of the Council's Corporate Leadership Team; she has received advice from the External Auditor regarding the content of the letter.

5. Timetable for Implementation

- 5.1 If the Committee endorses the Letter of Representation, the Director of Resources will sign it as soon as practicable and send it to the external auditor.

6. Policy Implications

- 6.1 The Letter of Representation is an important aspect of the Council's corporate governance arrangements. As such, it contributes towards the achievement of all the Council's aims, priorities and targets.

7. Financial and Resource Implications

- 7.1 There are no financial risks arising from this report.

8. Legal Advice and Implications

- 8.1 As stated, this report requests that Members consider and endorse the draft Letter of Representation as part of their responsibility for approving the financial statements for 2021/22.
- 8.2 The legal risk associated with the recommendation has been assessed as low.

9. Equalities Implications

- 9.1 There are no equalities implications arising from this report.

10. Climate Change Implications

- 10.1 There are no climate change implications arising from this report.

11. Risk Management

- 11.1 Should the Letter of Representation not be endorsed, signed or sent, there is a risk that the audit of the Council's accounts for 2021/22 could not be properly concluded, which would be a breach of the Accounts and Audit Regulations.

Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive	Paul Wilson	03/07/2023
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	05/07/2023
Monitoring Officer (or Legal Services Manager)	James McLaughlin	11/07/2023



Mr Gavin Barker
 Director
 Mazars LLP
 The Corner
 Bank Chambers
 26 Mosley Street
 Newcastle Upon Tyne
 NE1 1DF

Please ask for: Karen Henriksen

Direct Dial No: 01629 761284

Your Ref.

My Ref. RES/KH

E-mail: karen.henriksen@derbyshiredales.gov.uk

20 July 2023

Dear Gavin,

Derbyshire Dales District Council - Audit for the year ended 31 March 2022

This representation letter is provided in connection with your audit of the financial statements of Derbyshire Dales District Council (the Council) for the year ended 31 March 2022 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code) and applicable law.

I confirm that the following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, inspection of supporting documentation) sufficient to satisfy ourselves that I can properly make each of the following representations to you.

My responsibility for the financial statements and accounting information

I believe that I have fulfilled my responsibilities for the true and fair presentation and preparation of the financial statements in accordance with the Code and applicable law.

My responsibility to provide and disclose relevant information

I have provided you with:

- access to all information of which I am aware that is relevant to the preparation of the financial statements such as records, documentation and other material;
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to individuals within the Council you determined it was necessary to contact in order to obtain audit evidence.

Continued.....

I confirm as Director of Resources that I have taken all the necessary steps to make me aware of any relevant audit information and to establish that you, as auditors, are aware of this information. As far as I am aware there is no relevant audit information of which you, as auditors, are unaware.

Accounting records

I confirm that all transactions that have a material effect on the financial statements have been recorded in the accounting records and are reflected in the financial statements. All other records and related information, including minutes of all Council and committee meetings, have been made available to you.

Accounting policies

I confirm that I have reviewed the accounting policies applied during the year in accordance with the Code and International Accounting Standard 8 and consider these policies to faithfully represent the effects of transactions, other events or conditions on the Council's financial position, financial performance and cash flows.

Accounting estimates, including those measured at fair value

I confirm that any significant assumptions used by the Council in making accounting estimates, including those measured at current or fair value, are reasonable.

I confirm that I am satisfied that the actuarial assumptions underlying the valuation of pension scheme liabilities for IAS19 disclosures are consistent with my knowledge. I confirm that all settlements and curtailments have been identified and properly accounted for. I confirm that all significant retirement benefits have been identified and properly accounted for (including any arrangements that are statutory, contractual or implicit in the employer's actions, that arise in the UK or overseas, that are funded or unfunded).

Group Accounts

I confirm that I have reviewed the accounting transactions of the Council's partnerships and joint ventures and am satisfied that these do not need lead to the need for the Council to prepare group accounts.

Contingencies

There are no material contingent losses including pending or potential litigation that should be accrued where:

- information presently available indicates that it is probable that an asset has been impaired or a liability had been incurred at the balance sheet date; and
- the amount of the loss can be reasonably estimated.

Continued.....

There are no material contingent losses that should be disclosed where, although either or both the conditions specified above are not met, there is a reasonable possibility that a loss, or a loss greater than that accrued, may have been incurred at the balance sheet date. There are no contingent gains which should be disclosed.

All material matters, including unasserted claims, that may result in litigation against the Council have been brought to your attention. All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the Code.

Laws and regulations

I confirm that I have disclosed to you all those events of which I am aware which involve known or suspected non-compliance with laws and regulations, together with the actual or contingent consequences which may arise therefrom.

The Council has complied with all aspects of contractual agreements that would have a material effect on the accounts in the event of non-compliance.

Fraud and error

I acknowledge my responsibility as Director of Resources for the design, implementation and maintenance of internal control to prevent and detect fraud and error.

I have disclosed to you:

- all the results of my assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- all knowledge of fraud or suspected fraud affecting the Council involving:
 - management and those charged with governance;
 - employees who have significant roles in internal control; and
 - others where fraud could have a material effect on the financial statements.

I have disclosed to you all information in relation to any allegations of fraud, or suspected fraud, affecting the Council's financial statements communicated by employees, former employees, analysts, regulators or others.

Related party transactions

I confirm that all related party relationships, transactions and balances (including sales, purchases, loans, transfers, leasing arrangements and guarantees), have been appropriately accounted for and disclosed in accordance with the requirements of the Code.

I have disclosed the identity of the Council's related parties and all related party relationships and transactions of which I am aware.

Continued.....

Impairment review

To the best of my knowledge, there is nothing to indicate that there is a permanent reduction in the recoverable amount of the property, plant and equipment below their carrying value at the balance sheet date. An impairment review is therefore not considered necessary.

Charges on assets

All the Council's assets are free from any charges exercisable by third parties except as disclosed within the financial statements.

Future commitments

I am not aware of any plans, intentions or commitments that may materially affect the carrying value or classification of assets and liabilities or give rise to additional liabilities.

Subsequent events

I confirm all events subsequent to the date of the financial statements, and for which the Code and applicable law require adjustment or disclosure, have been adjusted or disclosed. Should further material events occur after the date of this letter which may necessitate revision of the figures included in the financial statements or inclusion of a note thereto, I will advise you accordingly.

Covid-19

We confirm that we have carried out an assessment of the on-going impact of the Covid-19 Virus pandemic on the Council, including the impact of mitigation measures and uncertainties, and that the disclosure in the Statement of Accounts fairly reflects that assessment.

Brexit

We confirm that we have carried out an assessment of the potential impact of the United Kingdom leaving the European Union, including the potential outcomes at the end of the Implementation Period, and that the disclosure in the Statement of Accounts fairly reflects that assessment.

Ukraine

We confirm that we have carried out an assessment of the potential impact of Russian Forces entering Ukraine on the Council and there is no significant impact on the Council's operations from restrictions or sanctions in place.

Banking crisis

We confirm that we have assessed the impact on the Council of the on-going Global Banking challenges, in particular whether there is any impact on the Council's ability to continue as a going concern, and on the post balance sheet events disclosures. In this regard we confirm that our exposure (either direct cash exposure or direct / indirect through investments) with Silicon Valley Bank, Credit Suisse, Signature Bank or any other bank in a distress situation, is not material.

Continued.....

Going concern

To the best of my knowledge there is nothing to indicate that the Council will not continue as a going concern in the foreseeable future. The period to which I have paid particular attention in assessing the appropriateness of the going concern basis is not less than twelve months from the date of approval of the accounts.

I have updated our going concern assessment in light of the on-going Covid-19 pandemic. I continue to believe that the Council's financial statements should be prepared on a going concern basis and I have not identified any material uncertainties related to going concern on the grounds that current and future sources of funding or support will be more than adequate for the Council's needs. We believe that no further disclosures relating to the Council's ability to continue as a going concern need to be made in the financial statements.

Annual Governance Statement

I am satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and I confirm that I am not aware of any significant risks that are not disclosed within the AGS.

Narrative report

The disclosures within the Narrative Report fairly reflect my understanding of the Council's financial and operating performance over the period covered by the financial statements.

Unadjusted misstatements

I confirm that the effects of any uncorrected misstatements are set out at Appendix A and are immaterial, both individually and in aggregate, to the financial statements as a whole.

This letter was endorsed at the meeting of the Governance and Resources Committee on 20 July 2023.

Yours sincerely

Karen Henriksen CPFA
Director of Resources

Letter of Representation: Appendix A

Statement of Accounts 2021/22: Unadjusted Misstatements

There are three unadjusted misstatements that have been identified by the external auditor.

These misstatements relate to entries in the Comprehensive Income and Expenditure Statement and do not affect the Balance Sheet:

- The first misstatement relates to the figure shown in the financial statements for Rents from Investment Properties. The external audit has identified a transaction for rent income that was reflected in 2021/22 but covered the period 26/03/21 to 25/06/21, meaning that rent for the 5-day period 26/03/21 to 31/03/21 should have been charged to the 2020/21 financial year. Rent for these 5 days amounts to £1,215. Officers' view is that this is not material and we have chosen not to adjust the financial statements for 2020/21 and 2021/22. The external auditor has reflected an error of £31,000, this being the extrapolated impact of a £1,215 non-material cut-off error.
- The second misstatement relates to the figure shown in the financial statements for service expenditure. The external audit has identified an invoice of £809 for green waste recycling that was charged to the 2022/23 financial year but relates to work done in 2021/22 and should have been charged to that year. Officers' view is that this is not material and we have chosen not to adjust the financial statements for 2021/22 for £809. The external auditor has reflected an error of £114,000, this being the extrapolated impact of a £809 non-material cut-off error.
- The third misstatement relates to £56,000 of income from Right to Buy disposals being incorrectly accounted for in the calculation of 2021/22 gain / loss on disposal of non-current assets. Under the terms of the housing stock transfer that took place in 2002/03, the Council is entitled to receive a share of the receipts that Platform Housing receives from the right to buy disposals of former council houses. The £56,000 error that was identified by the auditor relates to disposals that took place in the financial year 2020/21. However, the Council did not receive the income or information relating to it until after it had prepared its financial statements for 2020/21. Therefore, the income was accounted for in the financial year 2021/22, when it was received. While there is no doubt that this income should have been accounted for in 2020/21, rather than 2021/22, officers' view is that this is not material and we have chosen not to adjust the financial statements for 2020/21 and 2021/22.

These misstatements are listed in the Audit Completion Report prepared by Mazars LLP.

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Agenda Item 11

**OPEN REPORT
GOVERNANCE AND RESOURCES COMMITTEE**

Governance & Resources Committee – 20 July 2023

STATEMENT OF ACCOUNTS FOR 2021/22

Report of the Director of Resources

Report Author and Contact Details

Karen Henriksen, Director of Resources
01629 761284 or karen.henriksen@derbyshiredales.gov.uk

Wards Affected

District-wide

Report Summary

This report provides interpretation of the Statement of Accounts for 2021/22 and highlights the key issues. The report also requests approval of the Statement of Accounts for 2021/22.

Recommendation

That the Statement of Accounts for 2021/22 is approved.

List of Appendices

Appendix 1 Aide Memoire for Statement of Accounts 2021/22
Appendix 2 Statement of Accounts 2021/22

Background Papers

None

Consideration of report by Council or other committees

No

Council Approval Required

No

Exempt from Press or Public

No

Statement of Accounts for 2021/22

1. Background

- 1.1 Under the Accounts and Audit Regulations 2015 the District Council must:
- consider either by way of a Committee or by the Members meeting as a whole the Statement of Accounts;
 - following that consideration, approve the Statement of Accounts by a resolution of that Committee or meeting;
 - following approval, ensure that the Statement of Accounts is signed and dated by the person presiding at the Committee or meeting at which that approval was given; and
 - publish (which must include publication on the Council's website), the Statement of Accounts together with any certificate, opinion, or report issued, given or made by the auditor.

2. Key Issues

- 2.1 The Statement of Accounts 2021/22, shown as Appendix 2 to this report, has been audited by the Council's External Auditors, Mazars LLP. The significant findings of the audit are set out below and in the Audit Completion Report, elsewhere on the agenda for this committee meeting.
- 2.2 Adjusted Misstatements: The external auditor identified 6 misstatements that were accepted by management and subsequently corrected in the financial statements. Details of the adjusted misstatements are given on pages 21 to 23 of the Audit Completion Report, in the agenda pack for this meeting. Corrections were required to the Comprehensive Income and Expenditure Statement and Balance Sheet. Some disclosures notes had to be adjusted (see paragraph 2.4).
- 2.3 Unadjusted Misstatements: There are three unadjusted material misstatements, relating to rents from investment properties, expenditure for green waste disposal and the treatment of income from Right to Buy Sales in the calculation of the gain/loss on disposal of non-current assets. Details of the adjusted misstatements are given on page 24 of the Audit Completion Report and in the appendix to the Letter of Representation, both elsewhere on the agenda for this meeting.
- 2.4 Disclosure amendments: The external auditor also identified a small number of casting and descriptive issues that required correction. Details of the disclosure amendments are given on page 25 of the Audit Completion Report. The Statement of Accounts has been amended accordingly.
- 2.5 Officer comments: While the number of misstatements and amendments is higher than usual it should be recognised that preparation of the statement of accounts for 2021/22 took place during a period of high staff turnover (with loss of knowledge and experience) and while key staff in financial services were also

addressing additional work resulting from the coronavirus pandemic. This presented a significant challenge in terms of capacity to carry out tasks.

2.6 The overall financial position as at the 31st March 2022 remains the same as that included within the Draft Statement of Accounts and reported to Council in November 2022.

2.7 The Audit Opinion will be issued after the Committee has approved the Statement of Accounts and Letter of Representation. As part of corporate governance, the External Auditor is required to report relevant matters relating to the audit to Council (or a relevant committee). The normal statutory deadline of 31st July was extended to 30th November 2022 for the 2021/22 Statement of Accounts. There were delays to the audit due to a shortage of key personnel at the Council and at Mazars and owing to late technical guidance on the treatment of pensions. As the audit has only recently been concluded, this report is presented to this committee for approval of the Statement of Accounts. The External Audit Completion Report for 2021/22 from Mazars is included elsewhere on the Agenda of this meeting, and this report highlights the findings of the Audit.

2.8 The Accounts and Audit Regulations state that the accounts must be prepared in accordance with “proper practices”. The Local Government Act 2003 defines proper practices as those:

- Which the authority is required to follow by virtue of any enactment, or
- Which are contained in a code of practice or other document which is identified by the Secretary of State. The Secretary of State has determined that the following document is relevant:

- The Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 (the Code), published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

2.9 The Council’s accounts have been prepared to comply with proper practices, as demonstrated by the satisfactory completion of the external audit of the accounts. Compliance can also be checked by reviewing the Statement of Accounts against the Audit Commission’s Aide Memoire, which is included as Appendix 1 to this report.

3. Options Considered and Recommended Proposal

3.1 The Accounts and Audit Regulations 2015 require that the Statement of Accounts be approved by a resolution of a Committee. The Director of Resources will sign the Statement of Accounts on the day of the committee meeting and the External Auditor has reviewed them and given an opinion. It is therefore recommended that Members approve the Statement of Accounts for 2021/22.

3.2 Failure to approve the Statement of Accounts would be a breach of the Accounts and Audit Regulations 2015.

4. Consultation & Publicity

4.1 The Draft Statement of Accounts 2021/22 and notice of public rights were placed on the Council's website on the 9th November 2022 and the accounts were available for public inspection from 9th November 2022 to 20th December 2022. No objections or questions were received by the external auditor.

4.2 A notice of a delay in publishing the Audited Statement of Accounts is currently shown on the Council's website. The Audited Statement of Accounts will be published on the Council's website as soon as practicable following the Committee's approval and the receipt of the final version of the opinion from the external auditor.

5. Timetable for Implementation

5.1 The Audited Statement of Accounts will be published on the Council's website as soon as practicable following the Committee's approval and the receipt of the opinion from the external auditor.

6. Policy Implications

6.1 The Council's financial position is considered in determining all the priorities in the Corporate Plan.

7. Financial and Resource Implications

7.1 The accounts have been prepared in accordance with proper practices; the accounts have been independently reviewed by the external auditor. There is therefore no financial risk arising from this report.

8. Legal Advice and Implications

8.1 As stated, this report provides interpretation of the Statement of Accounts for 2021/22 and highlights the key issues. The report also requests approval of the Statement of Accounts for 2021/22. This report has been compiled in compliance with the Account and Audit Regulations 2015. The legal risk has been assessed as low.

9. Equalities Implications

9.1 Copies of the Statement of Accounts can be provided in other formats on request. There are no other equalities implications arising from this report.

10. Climate Change Implications

10.1 There are no other climate change implications arising from this report.

11. Risk Management

11.1 Financial and legal risks are described above. No other significant risks have been identified.

Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive	Paul Wilson	03/07/2023
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	06/07/2023
Monitoring Officer (or Legal Services Manager)	James McLaughlin	11/07/2023

APPENDIX 1

Aide Memoire for Members: Statement of Accounts 2021/22

The purpose of the questions below is to help establish and provide evidence of a robust review of the accounts by the S151 officer and Members.

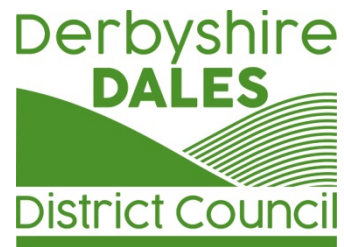
No.	Issue	Comment and evidence
1	Did the authority achieve the closedown plan (which allows the audited statement of accounts for 2021/22 to be approved by 30 November 2022)?	No. The draft accounts for 2021/22 (subject to audit) were signed by the S151 Officer on 8 November 2022 and published on the Council's website on 9 November 2022. Following the external audit, the draft accounts were sent to Members in July 2023 prior to the Governance and Resources meeting on 20 July 2023 where they are to be considered for approval. The reasons for the delay are explained in the Audit Completion Report elsewhere on the agenda for this committee meeting.
2	Have the auditors received regular updates on the plan and been warned of potential problems?	<p>The auditors received a copy of the plan prior to and at the commencement of the Audit.</p> <p>During and after the closure process discussions have been held with the auditors regarding various areas of accounting.</p> <p>The auditors were given copies of the draft accounts and a selection of working papers at the commencement of the audit. Further working papers were provided during the audit (see point 11).</p>
3	Have staff preparing the accounts attended CIPFA/Mazars workshops and are they aware of the key issues and changes in the CIPFA Code of Practice 2021/22?	CIPFA workshops were attended to provide guidance on technical matters relating to the 2021/22 Statement of Accounts. There were no workshops delivered by Mazars which were attended by accountancy staff.
4	Do staff preparing the accounts have up to date CIPFA guidance notes for practitioners?	Yes.
5	Have the accounts been checked for casting errors, internal inconsistency and cross referencing? (All numbers which are expected to agree do agree).	Yes. Excel checks are incorporated into the document to reduce the risk of casting errors and to check internal consistency. Internal consistency and cross referencing is also checked thoroughly by senior accounting staff. It can be problematic to eliminate all minor inconsistencies, and numbers in the Core Statements take precedence.

6	<p>Does the narrative statement set out the results for the year and comparison to budget, commenting on the significant items?</p> <p>Do the figures quoted reconcile to the main statements?</p>	<p>Yes – see pages 4 to 18 of the Statement of Accounts.</p> <p>Yes.</p>
7	<p>Has the audit of the accounts been advertised and accounts made available for public inspection?</p> <p>Have members of the public raised any objections? (If so, what are they?)</p>	<p>The Draft Statement of Accounts 2021/22 and notice of public rights were placed on the Council’s website on the 9th November 2022 and the accounts were available for public inspection from 9th November 2022 to 20th December 2022.</p> <p>A notice of a delay in publishing the Audited Statement of Accounts is currently shown on the Council’s website.</p> <p>No objections were received.</p>
8	<p>Has a bank reconciliation been completed as at 31st March 2022 with no unexplained entries?</p>	<p>Yes. The bank reconciliation for the year ending 31st March 2022 was completed. There were no unexplained entries.</p>
9	<p>Have all year-end control accounts been reconciled?</p> <p>How have you maintained control when staff are involved in budget preparations Nov – Feb time?</p> <p>Were there any significant slippages in reconciling suspense accounts e.g. cash suspense?</p>	<p>Yes.</p> <p>There were sufficient adequately trained staff in the Financial Services Section to undertake control account reconciliations, which was possible as tasks are completed by different staff members to those significantly involved in the budget preparations. There was some staff turnover during the time that the Statements of Accounts was prepared but the impact was mitigated by the engagement of agency personnel.</p> <p>There was some slippage with the production of monthly Bank Reconciliations during the year, due to staff turnover. The process is currently being reviewed and streamlined with a view to increasing resilience within the financial services team.</p>

10	Are there any significant unexplained budget variances?	There are no unexplained variances.
11	Have working papers been completed in accordance with the auditor's "Prepared By Client" list? Were they ready for the start of the audit?	Working papers were completed in accordance with the auditor's "Prepared By Client" list, as well as a working paper for each note to the accounts. Most working papers were ready for the start of the audit, with a small number produced during the audit.
12	Is there a sufficient basket of evidence gathered to allow the S151 officer and members to conclude on the effectiveness of Internal Audit, in relation to the Annual Governance Statement? E.g. Self-assessment by Internal Audit Manager, External Auditor's view of Internal Audit, Heads of Service view of Internal Audit.	<p>The Annual Governance Statement (AGS) for 2021/22, which identifies the Governance Framework and includes a review of its effectiveness, was approved by the Governance & Resources Committee on 14th July 2022.</p> <p>The Internal Audit Annual Report for 2021/22 was also considered at the meeting of the Governance & Resources Committee on 14th July 2022. This report includes an opinion on the overall adequacy and effectiveness of the Council's control environment including any qualifications to that opinion. For 2021/22, the Internal Audit Consortium Manager stated that <i>"I am satisfied that sufficient assurance work has been carried out (albeit the bare minimum) to allow me to form a reasonable conclusion on the adequacy and effectiveness of Derbyshire Dales District Council's governance, risk and control arrangements.</i></p> <p><i>The exceptions to this are in respect of:</i></p> <ul style="list-style-type: none"> • <i>the governance of the waste collection service – this is as a result of work undertaken by internal audit and by a consultant and was discussed at Council in February 2022.</i> • <i>procurement and contract management - there are concerns in respect of compliance with Financial Regulations and Procedures and Contract Standing Orders.</i> • <i>the arrangements for ensuring that systems are in place to meet grant conditions the late implementation of some internal audit recommendations (mostly implemented)."</i>

		<p>To comply with the Public Sector Internal Audit Standards (PSIAS) internal and external assessments of internal audit are required. An internal self-assessment against the PSIAS utilising the recommended CIPFA checklist is undertaken on an annual basis by the Internal Audit Consortium Manager and these have concluded compliance with the Standards. An independent external review of Internal Audit was carried out in May 2021. The report concludes that Internal Audit are delivering internal audit services to a standard that generally conforms with the PSIAS. There are no areas where the service does not comply with the standards. This means that Members can have confidence in the service provided by internal audit. It is acknowledged that internal audit has significant experience and appropriate qualifications allowing a robust internal audit standard to be maintained and delivered.</p>
13	<p>Has the action plan from the previous year's Annual Governance Statement been complied with? Are there any remaining control risks that undermine the content of the Annual Governance Statement or the Accounts?</p>	<p>Progress on the action plan for the 2020/21 Annual Governance Statement (AGS) is shown in the 2021/22 Statement, on page 51 of the Statement of Accounts. There were four recommendations which had not been completed at 31st March 2022 due to additional workloads during and after the coronavirus pandemic, as well as the impact of vacant posts. These were carried forward in the 2021/22 AGS Action Plan and relate to:</p> <ul style="list-style-type: none"> • the budget gap; • arrangements for asset management; • data protection arrangements; • internal audit staffing resources.

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Statement of Accounts **2021/22**

DERBYSHIRE DALES DISTRICT COUNCIL

STATEMENT OF ACCOUNTS 2021/22

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NARRATIVE STATEMENT

INTRODUCTION

Derbyshire Dales District Council is one of eight lower-tier authorities within the county of Derbyshire employing approximately 219 individuals. It covers an area of 307 square miles with a population of 71,500 people. The northern half of Derbyshire Dales lies within the Peak District National Park between Manchester and Sheffield; the southern part borders the National Forest and the City of Derby. The rural market towns of Matlock, Ashbourne, Bakewell and Wirksworth are the main areas of population with the remaining residents living in surrounding parishes. The major industries are farming, mineral extraction and tourism, but public sector organisations, such as Derbyshire County Council, are also major employers.

The organisational management structure of the Council is headed by the Chief Executive who leads the Corporate Leadership Team consisting of six Directors of Service with responsibility for the following service areas:

- Community & Environmental Services
- Corporate Services
- Housing
- Regeneration & Policy
- Regulatory Services
- Resources

The purpose of this foreword is to provide a concise and understandable guide for the reader of the accounts of the most significant aspects of the Council's financial and non-financial performance, year-end financial position and cash flows.

THE ACCOUNTS

The accounting treatments applied in the accounts are in line with the Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 (the Code) applicable to local authorities. The information included within these accounts is presented as simply and clearly as possible. However, the accounts of a diverse organisation such as the District Council can contain both complex and technical elements, so this narrative explains some of the statements and provides a summary of the Council's performance for 2021/22.

SUMMARY OF THE 2021/22 FINANCIAL YEAR

The Council incurs revenue and capital expenditure in the year. Revenue spending is generally on items that are consumed within a year and is financed from the council tax, government grants, business rates and various fees and charges. Capital expenditure has to have a benefit beyond one year and is financed by loans, grants, capital receipts or directly from revenue.

General Fund revenue spending in 2021/22

The General Fund contains all services that the Council is responsible for providing. During 2021/22 the Council faced a number of challenges in successfully managing its financial position however a

surplus of £2,395,035 has been achieved mainly as a result of having received more government grants and spending less in waste and recycling than anticipated.

There remains uncertainty on the Government's plans for local government funding reform, including the fair funding review and changes to business rates retention, with the potential of a delay to the implementation of funding reforms. Inflationary pressures are also significant for 2022/23. Members agreed that the 2021/22 surplus be transferred into the Committed Expenditure Reserve (£160,742), Customer Innovation Reserve (£200,000) and General Fund Reserve (£2,034,293) to support the Council in responding to future financial pressures:

The revenue financial performance for the year is set out in the table below:

	Actual 2021/22	Revised Budget 2021/22	Variance from Revised Budget 2021/22
	£	£	£
Chief Executive	348,893	381,707	(32,814)
Community and Environmental Services	2,283,280	3,421,712	(1,138,432)
Corporate Services	1,885,657	1,992,396	(106,739)
Housing Services	(139,949)	586,350	(726,299)
Regeneration and Policy	1,276,348	668,432	607,916
Regulatory Services	929,450	1,353,020	(423,570)
Resources	2,484,318	2,835,372	(351,054)
Net cost of Services	9,067,997	11,238,989	(2,170,992)
Non Service Items:			
Interest on Balances	(63,098)	(37,000)	(26,098)
Borrowing Interest Paid	223,450	225,150	(1,700)
Statutory Debt Repayment	100,849	100,849	0
Loan Premium Due	110,924	110,924	0
Income from Investment Properties	(101,055)	(102,556)	1,501
Net Revenue Expenditure	9,339,067	11,536,356	(2,197,289)
Appropriations to / from Reserves	(1,980,156)	(4,782,817)	2,802,661
Funding Requirement	7,358,910	6,753,539	605,371
Funded by:			
External Funding			
Retained Business Rates including S31 Grant			
Payments to and from Pool	(5,542,586)	(2,868,832)	(2,673,754)
Business Rate Collection Fund (Surplus)/ Deficit	3,949,040	3,949,040	0
CT Collection Fund (Surplus)/ Deficit	99,271	80,418	18,853
Rural Services Delivery Grant	(420,990)	(420,990)	0
Lower Tier Services Grant	(71,358)	(71,358)	0
New Homes Bonus	(397,613)	(397,613)	0
New Burdens Grant	(597)	0	(597)
Other Government Grants	(796,141)	(419,083)	(377,058)
Total External Funding	(3,180,974)	(148,418)	(3,032,556)
District Council Tax Requirement	(6,572,971)	(6,572,971)	0
Total Funding	(9,753,945)	(6,721,389)	(3,032,556)
Outturn	(2,395,035)	32,150	(2,427,185)
Transfers to / (from) Reserves	2,395,035	(32,150)	
Total	0	0	

Capital Spending in 2021/22

Capital expenditure can be defined as any expenditure to acquire or construct an asset that has a useful life of more than one year, or any continuing expenditure to enhance (not merely maintain) an asset. Capital expenditure may include:

- buying or building a new property
- work to improve or enhance the Council's properties
- awarding grants for the above types of activity, for example, grants for facilities in disabled residents' homes.

The Capital budget for 2021/22 was set in March 2021 at £7,578,159. This was revised during the year to reflect progress on schemes and the addition of new schemes. In March 2022 the Council approved a revised capital programme for 2021/22 of £5,167,703 with a further urgent project being approved and then ratified in July 2022 bringing the capital programme total to £5,937,504. The provisional outturn for 2021/22 is £4,451,000.

The following table shows capital spending, analysed by the Council's priorities.

Council Priority	2021/22	2021/22	2021/22	2020/21
	Budget	Revised Budget	Actual	Actual
	£'000s	£'000s	£'000s	£'000s
Prosperity	4,903	2,813	1,793	1,347
People	11	9	5	37
Place	1,832	2,556	2,283	691
Other	832	559	370	2,869
Total Capital Spending	7,578	5,937	4,451	4,944

At 31st March 2022, there was an under-spend of £1,486,504 compared to the revised estimate. The material project under and overspends are within the key points below:

- Disabled Facilities Grant (funded by the Better Care Fund) is underspent by £261k. Spending of this grant is demand-led. The number of grants issued has been impacted by COVID 19 but the Council has been notified of returning demand which will see expenditure increase closer to the grant award for 2022/23 of £601,736 therefore a budget at this level is proposed for 2022/23 onwards. The underspend from this year is to be transferred to the Capital Grants Reserve. A separate review is to be undertaken to determine the best use of the Disabled Facilities Grant balances with proposals to the Better Care Fund.
- Social Housing Grant to Harrison Alms-houses. Funding for this project has been passed directly to the Harrison Alms-houses charity. The project has overspent by £106.7k due to complex nature of the project, particularly in relation to the renovation of buildings dating from the 1840s. The original contingency set aside for the project was underestimated and together with higher costs associated with the age of the homes led to an overspend. The additional costs will be funded from Section 106 contributions.

- Empty Homes project. This project includes the purchase of 2 properties to make available for rent. The budget of £300k is profiled over 2 financial years therefore the excess expenditure of £14.3k in 2021/22 will be met from the 2022/23 budget.
- Hurst Farm Social Club. A loan has been issued to Hurst Farm Social Club for £110k but is given for cash-flow not capital purposes and has therefore been removed from the Capital Programme but added instead to the Balance Sheet.
- LADS 2 scheme has recently been added to the programme and work commenced therefore underspent budget of £619.6k budget will be carried forward to 2022/23.
- Capital Salaries. These costs represent the time spent by the Estates Team working on Capital Projects. Increased success at obtaining external funding has led to the progress of more projects but also a larger proportion of work being undertaken on capital as opposed to revenue projects. As the grant funded projects continue into 2022/23 it is proposed that the budget is increased from £25k to £50k in 2022/23 funded by capital receipts.
- CRM IT system had no budget for 2021/22. During the COVID period additional costs of £6k were incurred to be met from the COVID Funding Reserve. During the past month a further charge has been made from the supplier of £16k which should have been invoiced at the end of the project. This is to be financed from the ICT Reserve.
- LADS1 scheme has underspent by £161k. The budget level had been set including costs which were being met from a partner of the scheme.
- Bakewell Road Development Matlock is progressing and it is proposed to re-phase the revised budget for 2022/23 over 2022/23 and 2023/24 to reflect when expenditure is likely to be incurred.
- Ashbourne Leisure Centre Decarbonisation project has underspent by £65k. This government funded scheme is continuing into 2022/23 to be concluded by August 2022.
- Knabhall Lane Project is a project which considered the suitability as a Travellers Site. As reported to Council on 27th April 2022 the site wasn't suitable therefore the project is not proceeding at this location and costs have been charged to Revenue.
- Vehicles (with the exception of Refuse Vehicles) were not purchased until early 2022/23.

Capital Investment Plans

In July 2022 the Council approved an updated Capital Programme for 2022/23 to 2024/25 totalling £12.579m. The major elements are set out below, analysed by the new corporate plan priorities:

Priority	2022/23 Revised Capital Programme	2023/24 to 2024/25 Recommended Capital Programme
	£'000	£'000
Prosperity	6,215	3,206
People	6	0
Place	1,518	0
Other	1,197	437
	8,936	3,643

Capital Resources

The Council has internal resources to finance its capital programme including its strategic reserves and the balance of its Capital Receipts Reserve, although these are depleting. Details of these can be found in the Notes to the Financial Statements. Also available is the use of external borrowing when required. Previously the Council borrowed in respect of Arc Leisure Centre Matlock and for the purchase of Wheeled Bins, which give rise to a Minimum Revenue Provision (see below). The Council has sufficient resources to fund its existing capital programme without further borrowing.

The following table shows how the capital spending in 2021/22 was financed and how it is proposed to finance the capital programme from 2022/23 to 2024/25:

Source of Funding	2022/23	2023/24	2024/25	Total
	£	£	£	£
Capital Receipts	899,853	55,000	-	954,853
Grants & Contributions	2,831,230	822,906	1,181,211	4,835,347
Use of Reserves:				
Capital Programme Reserve	884,912	90,287	-	975,199
Section 106 Contributions	3,311,975	100,000	385,000	3,796,975
Corporate Plan Priority Reserve	47,227	154,244	-	201,471
Vehicle Renewals Reserve	791,666	231,713	-	1,023,379
ICT Reserve	111,151	60,000	-	171,151
Economic Development Reserve	58,000	-	-	58,000
Invest to Save Reserve	-	562,510	-	562,510
Total Capital Financing	8,936,014	2,076,660	1,566,211	12,578,885

Collection Fund and Council Tax and Business Rates Collection

The Collection Fund statement reflects the Council's statutory requirement to maintain a separate account showing all transactions relating to Non-Domestic Rates and Council Tax.

Derbyshire Dales District Council collects council tax on behalf of Derbyshire County Council, Derbyshire Fire and Rescue Authority and Derbyshire Police Authority. Amounts collected, bad debts written off and any surplus or deficit on the collection fund are distributed according to precepts. In 2021/22 £59.3m (£55.4m in 2020/21) was collected from council tax payers; this represents 96%

of council tax that was due by 31 March (95.7% collected in 2020/21). The final year-end position on the Council Tax Collection Fund is a deficit of £0.41m, (2020/21 £1.026m deficit).

During 2021/22 the Council was part of a business rates pool with other Derbyshire Authorities, and business rates were collected on behalf of Derbyshire County Council and Derbyshire Fire and Rescue Authority. Amounts collected, bad debts written off and any surplus or deficit on the collection fund are distributed according to prescribed shares. In 2021/22, £14.7m was collected from business rate payers (£9.1m in 2020/21 – the reduction in 2020/21 reflected Covid rate reliefs); this represents 96.7% of business rates that were due by 31 March, (87.4% collected in 2020/21). The final year-end position on the National Non-Domestic Rates (NDR) Collection Fund is a deficit of £8.6m (2020/21 £11.8m deficit).

Pensions

As part of its terms and conditions of employment the Council offers retirement benefits to its employees. Although these benefits will not actually be payable until the employees retire, the Council has a present commitment to make those payments when employees retire. Note 39 – Post Employment Benefits: Defined Benefit Pension Scheme gives further information and shows that the Council has a net liability of £22.233m at 31 March 2022 (£28.681m at 31 March 2021). This increase is significantly due to the increase in the present value of funded liabilities. In calculating the scheme assets and liabilities the fund actuaries make a number of assumptions about future events. The resulting calculations are subject to uncertainties on the outcome of future events and the value of investments held by the fund. The principal assumptions in relation to these accounts are disclosed in the supporting notes to the accounts.

Treasury Management Performance

The Council continues to operate a cautious approach to its dealings in the financial markets and accordingly reviews its Treasury Management Strategy regularly. Derbyshire Dales District Council currently deals with commercial entities who have a minimum long-term credit rating of not less than A-, the UK government, other local authorities, and organisations without credit ratings upon which the Council has received independent investment advice.

Interest credited to the Comprehensive Income and Expenditure Statement in 2021/22 was £63K (2020/21 £86K). The average rate of interest on investments was 0.58% (0.54% 2020/21).

The Council held investments of £27.3m at 31 March 2022 (£21.4m on 31 March 2021), this includes long and short term investments as well as cash held in interest bearing current accounts.

Reserves and Balances

The following table shows a summary of Reserves. The detailed position on reserves and balances is shown in Notes 24 and 25. It is important to appreciate that many of the reserves are earmarked for specific purposes, and accordingly these funds should not be regarded as being available for general use.

Reserves	Balance at 31 March 2021 £	Contributions in 2021/22 £	Used in 2021/22 £	Balance at 31 March 2022 £
Revenue Reserves	(1,999,853)	(2,034,293)	-	(4,034,146)
Capital Reserves	(3,817,629)	(1,829,030)	2,832,851	(2,813,808)
Earmarked Reserves	(20,970,179)	(4,884,532)	8,115,326	(17,739,385)
Total	(26,787,661)	(8,747,855)	10,948,177	(24,587,339)

Following the transfer of the surplus for 2021/22 into the reserves, revenue balances carried forward at 31 March 2022 total £4,034,146 (31 March 2020 £1,999,839). This balance is significant as it reflects the revenue balances that are generally available for new expenditure. The Council has determined that it is prudent to maintain a working balance of £1m to meet emergencies and contingencies, and to assist with cash flow. This balance may also be required in the event that the Council does not achieve the savings required to balance the budget in any financial year after the use of relevant reserves.

The Council holds a number of earmarked reserves to finance future capital and revenue expenditure. The value of earmarked reserves held at 31 March 2022 is £17,739,385 (£20,970,179 at 31 March 2021).

Provisions are made when an event has taken place that gives the Council an obligation that most likely requires settlement, but where the timing or amount are uncertain. The Council has an Insurance provision and a provision for Business Rate Appeals, which has grown during 2021/22 based on the latest information received relating to likely appeals. The Business Rate Retention regime places a liability on the Council and other precepting Authorities to refund ratepayers who successfully appeal against the rateable value of their property on the rating list. The provision represents the Council's estimated share of such liabilities as at the 31st March 2022.

The Balance Sheet demonstrates that net worth has increased by £9.4m during the year to £69.4m, which can be seen on the face of the balance sheet on page 57. There is a note to the accounts for every aspect of the balance sheet, which can be viewed to provide further clarity of the movements in year.

NON-FINANCIAL PERFORMANCE

The key document that frames the actions of the Council is the Corporate Plan. The Corporate Plan sets out the District Council's priorities and areas for improvement. It identifies a number of priority targets to be achieved each year. These are assigned annually to specific teams and service areas. These actions set out how the Council will meet its key targets.

For 2021/22, twelve target areas, which include 33 pledges (aims) and 44 actions, were set by Council on the 5th March 2020. These targets and actions cover the three priority areas identified in the Council Plan 2020-24:

1. People – Providing you with a high quality customer experience (4 target areas, 9 pledges, 12 actions)
2. Place – Keeping the Derbyshire Dales clean, green and safe (4 target areas, 9 pledges, 14 actions)
3. Prosperity – Supporting better homes and jobs for you (4 target areas, 15 pledges, 18 actions)

The table below sets out headline progress against the Council's Corporate Plan actions:

<u>Action 2021/22</u>	<u>Progress Against Key Target</u>
<p>People</p> <ul style="list-style-type: none"> • Increase the number of services that are fully trackable by March 2022, by 20, across all departments • Undertake Annual Survey using the Online Residents Panel to assess resident satisfaction with DDDC services by November 2021 	<ul style="list-style-type: none"> • 16 new services in total. Progress through the year has been affected by the need to support Covid related work however 80% of the target has been achieved. • Achieved January 2022
<p>Place</p> <ul style="list-style-type: none"> • Complete the adoption of a Supplementary Planning Document on Climate Change by June 21 • Develop a programme for further publicly accessible EV charging points in 2 car parks across the Derbyshire Dales by April 2022 • Review and implement revised core standards for Clean and Green by April 2022 • Carry out a Detailed Assessment, and progress to an Air Quality Management Area and Action Plan as necessary by March 2022 • Implement Year 1 actions of the adopted climate change strategy and report on effect of actions in terms of CO2 reductions. • Implement decarbonisation works at Ashbourne Leisure Centre • Support the retrofit of energy efficiency measures across homes in the district 	<ul style="list-style-type: none"> • Achieved 5 July 2022 • In 2022/2023 Officers will be looking at tendering a mini competition with EV providers before awarding the contract and progressing with ORC funding application. If successful, would provide 75% funding for the overall cost of the DDDC project. The remaining 25% would need to be either provided by the successful contractor or DDDC. • In 2022/2023, Officers will be working from the approved recommendations that will have been agreed by Committee. Once the recommendations have been agreed, the SMART objectives can be established. • Action planning continuing with target of publishing the Action Plan by November 2022. • Funding for decarbonisation works to the Town Hall, Depot and ABC have been secured and included in the capital programme for 2022/23. • Decarbonisation works installed at Ashbourne Leisure Centre • Phase 1 (108 homes) - Achieved August 2021. Phase 2 (85 homes) – 17 completed with the balance due for completion by June 2023

<ul style="list-style-type: none"> • Complete the transfer and re-build of Ashbourne Memorial Pavilion and refurbishment of the Bandstand and paths by Sept 2021 • Secure Green Flag award for Bath Gardens, Bakewell (then Ashbourne Memorial Gardens in the following year) 	<ul style="list-style-type: none"> • Pavilion complete February 2022. Bandstand to be completed 2022/23 • Achieved by March 2022. Ashbourne to be submitted January 2023
<p>Prosperity</p> <ul style="list-style-type: none"> • Completion of the A52 Roundabout by July 2021. • Complete link road by October 2021 • Re-shape Regeneration Services to drive investment in brownfield and other key strategic housing / employment sites, by March 2022 	<ul style="list-style-type: none"> • New A52 roundabout completed • Link road 98% completed and due for completion by June 2022. • Recruitment underway for new Regeneration & Planning Manager post. Postholder to then recruit a Regeneration Officer (new post). Positions of Planning Policy Manager, and Policy and Economic Development Manager filled internally. • Levelling Up Fund bid preparation on target for July 2022 submission in line with Government deadline. Consultants appointed using Government capacity funding, and Ashbourne project focus determined by C&E committee • UK Shared Prosperity Fund launched by Government, and priorities have been set by C&E Committee. Initial discussions held with partners regarding Investment Plan, and Member Workshop diarised. • More than £3.2 million paid out in Omicron business grants to local firms during March 2022 • ARG Resilience Grants totalling approx. £150,000 now paid out, and additional ARG Hardship (Flooding) grants totalling £17,000 paid out in response to floods earlier in 2022

<ul style="list-style-type: none"> • Secure completion of first Phase of development of the Bakewell Road, Matlock town centre site, by March 2022 • Continue to provide a high quality, free, 1:1 business advice service to 75 small and medium sized businesses • Re-start place-based marketing with a Derbyshire Dales 'open for business' campaign to promote the area for economic investment by July 2021 • Commence the programme to build new Council homes to rent by March 2022 • Provide adaptations to the homes of 70 disabled people by March 2022 • Secure planning permission for a permanent Traveller site by March 2022 • Carry out the Derbyshire Dales Local Plan review process as determined by Council • Support the Brailsford and Ashbourne Neighbourhood Plans through the statutory process towards adoption by June 2021 • Continue to provide debt and welfare advice to 300 vulnerable households 	<ul style="list-style-type: none"> • Scheme delayed - changes required to the project which, coupled with the ongoing impacts of COVID, have impacted upon the timescales, costs and funding requirements of the scheme. Subject to an acceptable tender, construction planned 2022/23 • Target achieved • Delayed due to COVID work but now achieved. New Invest in Derbyshire Dales website launched February 2022 including Derbyshire Dales promotional video to encourage investment in the area • 3 homes purchased in 2021/22 with 7 more due to handover in May 2022/23 in Ashbourne. • The reduced number of completions in 2021/22 is a delayed reflection of the slowdown in referrals received during the pandemic. Whilst this is disappointing it is worthwhile noting that all District Council actions have been completed in a timely manner and no application has been delayed as a result of our processes. • Council have determined that due to the ecology and ground conditions, to cease the development of this site for travellers. • Formal review completed and approved by Council in January 2022. Additional work required to determine whether growth ambitions can be achieved has resulted in Council approving a new timetable which does not now envisage modifications and adoption of new Local Plan being completed until December 2024. • Brailsford and Ashbourne Neighbourhood Plans completed • CAB: 60 new clients, 1089 debt issues tackled, £415,846 debt managed • Adullam: 127 clients, £249,964 debt managed, £140,151 in financial gains
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	<ul style="list-style-type: none"> • Age UK supported 83 new clients with total financial gains of £300,187 • Combined outturn; <ul style="list-style-type: none"> ○ 270 clients supported ○ £665,810 debt managed ○ £856,184 financial gains
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In addition, there are 12 Key Performance Indicators (KPIs) that measure the District Council's general organisational health. They cover service areas such as determining planning applications in good time, paying bills on time, collecting Council Tax efficiently, and paying benefits claims promptly.

PERFORMANCE MANAGEMENT

The District Council's performance Management process is the means of measuring, monitoring and improving the Council's progress in achieving its targets. Targets include Corporate Plan Actions, KPIs and Service Specific objectives which are detailed in the Corporate Plan and Service Plans. Good performance an areas for improvement are identified through quarterly reporting processes.

By managing its performance, the District Council demonstrates that it knows:

- what its priorities are
- what its targets are
- actions it must take to achieve targets
- measures progress
- informs where it is appropriate to take remedial action to address underperformance

The District Council's Performance Management Handbook¹ sets out the performance management process that uses the following classification at outturn:

Green = has fully achieved the year's target on time

Amber = has partially achieved the target and is on track to fully achieve the year's target albeit later than planned

Red = has not achieved year's target and is unlikely to do so.

[Performance Management Handbook 2021-22](#)

COUNCIL PERFORMANCE – OUTTURN 2021/22

In summary, of the 21 Corporate Plan performance action indicators for the financial year 2020/21 for which data is available, 19 were fully or partially achieved, as Table 1 shows. Table 1 also shows performance against KPIs, with nine being fully or partially achieved.

	Totals	Green	Amber	Red
Corporate Plan Actions	21	10	9	2
Key Performance Indicators	12	9	0	3
TOTAL	56	32	22	2

A lower proportion of Corporate Plan actions were fully achieved (10 of 21 actions, or 47.6%) compared to Key Performance Indicator targets (9 out of 12, or 75%). Corporate Plan targets tend to be more project-based, one-off projects and involve a range of partners; they are therefore normally more complex and have a longer term duration. Outturn data suggest that COVID-19 has had a negative impact on the achievement of the timescales for the delivery of the Corporate Plan target actions and KPI delivery. It should be noted however, that progress has been made on almost all Corporate Plan actions despite the challenge of COVID-19.

Of the Council's 12 **Key Performance Indicators**, 75% were fully achieved and 25% were not achieved. The table below summarizes outturns for 2021/22.

Service Area / CMT Lead	Description	2021/22 Target	Full Year
Corporate	% of undisputed invoices paid on time	99.00%	99.12%
	% of household waste which has been sent for reuse, recycling, composting or anaerobic digestion	58.5%	46.5% at Q3*
	Average no. working days lost due to sickness absence per FTE employee- quarterly*	10	10.77 days
Housing	The percentage of homeless households seeking assistance from the Council for whom this intervention helped resolve their situation	75%	88.2%
Planning	% of Major planning applications determined in 13 weeks	>75%	86%
	% of Minor planning applications determined in 8 weeks	>77%	85%
	% of Other planning applications determined in 8 weeks	>90%	92%
	% of appeals allowed against LA's decision to refuse planning application	<30%	24%
Revenues & Benefits	% of Council Tax collected within the year	98.4%	98.1%
	% of Non-Domestic rates collected within the year	97.3%	97.9%
	Speed of processing new claims (days)	24 days	12.71 days
	Speed of processing: notifications of changes in circumstances (days)	8 days	5.46 days

KEY EVENTS AND ISSUES FOR 2021/22 AND BEYOND

Achieving a sustainable, balanced budget

Looking ahead, the key issue facing Derbyshire Dales District Council is the need to produce a sustainable, balanced budget in the face of rising inflation and costs, declining government support, and significant uncertainty of how the future now looks.

While the outcome of the Financial Settlement for 2023/24 is awaited, officers are undertaking a review of budgets to identify the significant cost pressures and to develop options that could be considered by Members so that a balanced budget can be set for 2023/24. One option is to use reserves in 2023/24 while plans are developed further, but that will not be sustainable in the medium or long term.

It is hoped that from 2024/25 onwards the Government will issue financial settlements for more than one financial year, giving more certainty for financial planning.

The Council will continue to explore commercial and investment opportunities to help it to achieve a sustainable financial future. The overall aim of this approach is that the Council will be far less reliant on government funding and will become more self-sufficient. The approach will focus on income generation and investment in economic development that will lead to growth. In the longer term, this approach will provide the Council with more financial resilience than depending on government grants.

There are ongoing major projects outlined below that are being undertaken that will significantly influence the Council's ability to balance its budget in the future. There is also a requirement for significant work and expertise to ensure that the best outcome for the Council and residents is achieved.

Council House Building Programme

The Council is now a Registered Provider of social housing and has acquired 10 homes over the last 12 months as part of a modest programme to achieve 52 homes over the next few years. The programme will provide a new and ongoing revenue stream to the General Fund, helping to support the Council's wider strategic objectives. The business plan for the programme forecasts an annual income of £200,000 when all 52 homes are complete. This includes an ongoing Major Repairs Allowance to cover future repairs and improvements.

Climate Change Action Plan

The Council's Climate Change Strategy and Action Plan was received in September 2020 and has since been supplemented with a delivery plan approved at Council. The Council have capital funding in place for the decarbonisation of Ashbourne Leisure Centre, Town Hall, Agricultural Business Centre and Depot and are developing plans for the solar farm alongside preparing to deal with an electric fleet at the depot. In the future the Council aim to develop plans to decarbonise the three other leisure centres alongside additional work at the town hall.

Matlock Regeneration – Bakewell Road

The Bakewell Road Regeneration Project, Matlock, will convert the unattractive, underutilised former indoor Market Hall to enable provision of a new indoor leisure attraction for Matlock (a two-screen cinema), and will enclose part of the covered legacy bus bay area to provide an ancillary commercial use (a retail / food & beverage unit). The project's business case and capital investment has secured Council approval. It is intended that works will complete during 2023.

Local Plan Review

A review of the Derbyshire Dales Local Plan was completed in January 2022. The Council determined that economic recovery and climate change will be front and centre in the revised Local Plan. During 2022/23, future development options are to be consulted upon. Examination and adoption is scheduled for 2024.

Ashbourne Airfield

Ashbourne Airfield is the largest employment location in the Derbyshire Dales and the focus of the district's manufacturing economy. A new roundabout access has been constructed and a new link road will complete during 2022, opening up 9 hectares of new employment land and additional land for some 1,500 new homes. The District Council has led the regeneration project and is contributing capital funding to the link road.

The District Council has submitted a £15 million Levelling Up Fund bid to the Government for the regeneration of Ashbourne Town Centre. Should funding be awarded, the District Council will become the accountable body for capital projects involving multiple delivery partners and contractors.

Other Corporate Plan Priorities

During 2023/24, a new Corporate Plan will be developed. Priorities and plans in the new Corporate Plan must be fully costed and future decisions will need to take both revenue and capital finance into account.

STATUTORY STATEMENTS

The Council's statutory statements comprise:

Statement of Responsibilities

This statement sets out the respective responsibilities for the accounts of the authority under Local Government legislation and other requirements, and those of the Director of Resources, who is the Council's Chief Financial Officer. Under the Code of Practice, the Director of Resources must sign the Statement of Responsibilities stating that the accounts present a true and fair view of the financial position of the Council.

Annual Governance Statement

This statement sets out the District Council's governance arrangements, within which financial control and risks of the authority are managed and reviewed. The statement identifies any significant control issues and action being taken to address them. This statement has to be certified by the Chief Executive and the Leader of the Council.

Auditor's Report

This report provides the independent auditor's opinion on the fairness of the accounts.

FINANCIAL STATEMENTS

The Statements required by the Code are explained in the notes below:

Comprehensive Income and Expenditure Statement

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

Movement in Reserves Statement

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

Balance Sheet

This is fundamental to the understanding of the Council's year-end financial position. The Balance Sheet shows the reserves at the Council's disposal, its long term indebtedness, the assets employed in its operations and current liabilities. The Balance Sheet excludes Trust Funds.

Cash Flow Statement

This statement summarises the inflows and outflows of cash arising from transactions with third parties for both revenue and capital purposes.

Notes to Financial Statements

These are notes relating to the preceding financial statements which explain and provide additional information to figures included in the core statements.

Expenditure and Funding Analysis

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

Collection Fund

This reflects a statutory requirement to maintain a separate Collection Fund. It shows the transactions of the Council as a billing authority in relation to business rates and the council tax, and illustrates the way these have been distributed to Central Government, precepting authorities and the General Fund.

STATEMENT OF RESPONSIBILITIES

The Authority's 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 Director of Resources;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- Approve the Statement of Accounts.

The Director of Resources' responsibilities

The Director of Resources is responsible for the preparation of the authority's Statement of Accounts in accordance with proper practices as set out in Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 (the Code).

In preparing this Statement of Accounts, the Director of Resources has:

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

The Director of Resources has also:

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

CHIEF FINANCIAL OFFICER'S CERTIFICATE

I certify that the accounts set out on pages 55 to 125 present a true and fair view of the financial position of the Council at 31 March 2022.

K Henriksen, C.P.F.A.

Director of Resources

Date: 20 July 2023

APPROVAL BY GOVERNANCE & RESOURCES COMMITTEE

Councillor N Wilton

Chair of Governance & Resources

Date of Meeting: 20 July 2023

ANNUAL GOVERNANCE STATEMENT 2021/22

1. Introduction

This Annual Governance Statement explains how Derbyshire Dales District Council has complied with its own code of corporate governance and against guidance on best practice*.

Corporate governance is about making sure that the council is run properly. It relates to the systems, processes, values and culture which ensure that the Council develops, delivers and reviews the services it provides, works collaboratively and engages with and leads the community it serves. It is about trying to achieve the Council's objectives while acting in the public interest at all times. This means carrying out business so that the Council:

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

Good corporate governance ensures that the Council meets its published objectives whilst also assessing whether those objectives have delivered the services at an appropriate cost. It consists of the systems, controls and procedures that ensure that certain desirable activities happen or that undesirable events are avoided. It cannot and does not set out to eliminate all risks in relation to the failure to deliver policies and objectives as this is neither achievable nor desirable. It can therefore only provide a reasonable level of assurance, based on an assessment of the likelihood and the potential impact of risk to the achievement of the Authority's stated objectives, balanced with the resources available to deliver those objectives.

The Authority has published a Code of Governance which sets out the seven key principles of good governance to which it aspires. It sets out the main principle of good governance and the means of demonstrating compliance for each of these principles. A copy of the current Code is available on the [governance page](#) of our website.

The processes being reviewed in this Statement have operated throughout the whole of the financial year ending 31 March 2022 and will remain in operation up to the date of approval of the 2021/22 Statement of Accounts (draft due for approval by 31 July 2022, final by 30 November 2022). The key elements of the framework which are in place to meet the Council's responsibilities under the Code are set out in the following pages, together with an Action Plan (at the end of this statement) to identify any significant governance issues and explain how the Council will address them.

*The guidance applicable to 2020/21 is the CIPFA/SOLACE publication "Delivering good governance in local government", issued in April 2016.

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

The Council operates in a complex and constantly evolving financial, policy and legislative environment. The role, responsibilities and funding models of local government continue to be in a period of transition. The Council's Corporate Plan sets out its priority actions.

Every year a review of the effectiveness of the Council's governance framework is conducted by the Corporate Leadership Team, supported by officers from policy, financial services and legal. Consideration is also given to reports from internal and external audit and from other inspection bodies (e.g. the Local Government Ombudsman's Annual report and findings on individual complaints, Food Standards Agency assessments and peer reviews).

The focus of the review is to:

- collate and evaluate evidence of corporate governance arrangements;
- compare the evidence against the Council's Code of Corporate Governance and the CIPFA/SOLACE guidance*;
- identify areas requiring action, which are highlighted in the Action Plan at the end of this statement.

The governance review process includes:

- The consideration of the Statement of Accounts;
- The Internal Audit Annual Report, which includes the Internal Audit Consortium Manager's opinion on the overall adequacy and effectiveness of the Council's control environment ;
- A review of compliance with the Council's Local Code of Corporate Governance with reference to CIPFA/Solace Guidance;
- An assessment of compliance with CIPFA's Financial Management Code;
- Sign off by the Leader of the Council and the Chief Executive, once approved.

On the basis of our internal review of the operation of the Governance Framework and our assessment against the provisions of the CIPFA/SOLACE Code, the arrangements for the 2021/22 financial year have been assessed as **COMPLIANT, with some planned improvements required**. This indicates that, in general, strong systems are in place but that there are some processes where further action is required.

Details of the review are set out in the following pages of this statement.

A success during 2020/21 is indicated by





Areas for improvement are highlighted by





This year **six** governance issues have been identified; the action plan outlined at the end of this statement summarises the areas of governance focus needed to maintain an effective governance framework in respect of these issues.



3. Did we meet the principles of Corporate Governance set out in our Code?

PRINCIPLE 1 - Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law		
How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ We have set out our priorities in our Corporate Plan; ➤ Our Codes of Conduct for members and employees set out clearly the standards that are expected, arrangements for reporting non-compliance and sanctions for any misconduct; ➤ Our values have been embedded in policies and processes; ➤ We require external organisations that provide services on behalf of the Council to act with integrity and in compliance with ethical standards expected by the Council ➤ We make sure that employees, and members are able to fulfil their responsibilities in accordance with legislative and regulatory requirements; ➤ We strive to optimise the use of the full powers available for the benefit of residents, communities and other stakeholders; ➤ We deal with breaches of legal and regulatory provisions effectively; ➤ We have effective arrangements to deal with incidents involving misuse of power ➤ We have effective arrangements in place for the discharge of the head of paid service function. 	<ul style="list-style-type: none"> • Corporate Plan • Elected Member Code of Conduct • Periodic report to Council from the Independent Remuneration Panel on Members Allowances • Employee Code of Conduct • Planning Code of Good Practice • Protocol on Employee/Member Relations – Constitution • Constitution • Sponsorship Policy • Risk Management Policy and Strategy • Risk assessment of reports • Annual Complaints Report • Confidential Reporting (Whistleblowing) Policy • Anti-Fraud, Bribery and Corruption Policy • Corporate Enforcement Policy • Regulation of Investigatory Powers Act Surveillance Policy & Annual Report • Protocol on the Management of the Civic Allowance • Inductions for new members and employees • Annual Performance and Development Reviews • Job Evaluation Panel • Complaints Policy • Employee recruitment, interview and selection procedure 	 <p>A new Corporate Plan setting out our vision and improvement priorities for 2020 – 2024 was approved in March 2020 and reviewed in March 2021 when specific targets were set for 2021/22. Progress against targets is monitored quarterly.</p> <p>Our internal audit reviews in 2021/22 have not identified any incidents of fraud.</p> <p>The Anti-Fraud, Bribery and Corruption Policy (including Money Laundering) was reviewed and updated during 2018/19. It was due for a review in 2020/21, but this has been deferred to 2022/23 due to resources being diverted to addressing the impact of coronavirus during 2020/21 and 2021/22.</p>



	<ul style="list-style-type: none"> • Job descriptions • Compliance with CIPFA's "Statement on the Role of the Role of the head of Internal Audit" • Compliance with CIPFA's "Statement on the Role of the Chief Financial Officer in Local Government" • Records of legal advice provided by officers • Monitoring Officer provisions • Procurement policy • Information Governance Framework and Strategy • Data Protection Policy • Contracts with service providers. • Reports from the Local Government Ombudsman & Annual Report to Governance & Resources Committee • Audit reports issued by Food Standards Agency • Food Law Enforcement Service Business Plan <p>The Chief Executive is the Council's Head of Paid Service, who is supported in this role by the Corporate Leadership Team and the Human Resources Manager.</p>	<div style="text-align: center;">  </div> <p>It has been identified that there is a lack of awareness amongst some employees of what is required to ensure compliance with Financial Regulations and Contract Standing Orders relating to procurement and contract management. It is recommended that a review of financial regulations and contract standing orders should be undertaken and, following that, employee awareness should be raised and training, guidance and support provided.</p>
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PRINCIPLE 2 – Ensuring openness and comprehensive stakeholder engagement		
How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ Our Committee and Council meetings are open to the public and agendas, reports and minutes are available on our website; ➤ The minutes of our meetings provide clear reasoning and evidence for decisions; ➤ We have a clear policy on information transparency; ➤ On our website we publish key performance indicators, financial information and details of the earnings, interests and activities of our Members and senior managers. ➤ We consult widely on our plans and use feedback to inform our decisions; we provide information in response to Freedom of Information requests wherever possible to do so under relevant law and outline any exceptions to this policy. We publish our Freedom of Information Policy and procedures. ➤ We operate clear and accessible arrangements for procuring supplies and services. ➤ We have regular meetings with larger Town and Parish Councils to ensure that we work more closely. ➤ We have a programme of forums / workshops to engage with local businesses. 	<ul style="list-style-type: none"> • Constitution • Corporate Plan • Reasoned decisions at quasi- judicial meetings • Annual review of Planning decisions • FOI Publication Scheme • Details of spending over £250 on website • Regulation of Investigatory Powers Act 2000 Policy • Data Protection Policy • Council and Committee decisions • Report pro-formas • Web casting and recording of meetings • Public Participation Scheme • Area Community Forums • Town and Parish Council Conference • Market Traders Forums • Matlock Bath Illuminations Project Group • Council website • Calendar of meetings • Communications Strategy • Community & Engagement Strategy • Equality, Consultation and Engagement Plan • Equality and Diversity Policy • Annual Equality Plan • Residents' Panel • Business Engagement Programme • Statement of Community Involvement • Record of consultations and use of feedback from consultations • Contract standing orders 	<p style="text-align: center;"></p> <p>The Local Government Association Peer Challenge team reported that the district council has a good understanding and appreciation of its local context and is focussing on continually improving local community relationships. The Council is also regarded as an effective leader of the district by partners who attest to the authority being a good partner to work with.</p> <p>The Local Government Association Peer Challenge team made several recommendations to address a series of challenges, including:</p> <ul style="list-style-type: none"> • Developing a strong narrative and vision for the area; • Improvements to the Corporate Plan; • Ensuring that the approach to commercialisation is realistic; • Consideration of the Council's skills base and investment capability; • Engaging with strategic and local organisations to build trust and community capacity to advocate for and deliver on important initiatives. <p>In July 2020 the Council approved a Peer Challenge Action Plan to address these issues. Progress on implementing the Action Plan has been delayed owing to officers focussing on other</p>


	<ul style="list-style-type: none"> • Financial Regulations • Procurement Strategy • Reasons for decisions recorded in all regulatory and quasi-judicial matters • All reports include options, risks and potential outcomes • Procurement decisions require a clear audit trail including reasons • All recruitment decisions are reasoned and recorded 	<p>higher priority work during the coronavirus pandemic. However, the Peer Review Action Plan was reviewed and updated at Council on 25th November 2021. While the implementation of these actions will strengthen the Council, they are not seen as significant governance issues.</p> <p style="text-align: center;"></p> <p>During 2021/22 we received 662 Freedom of Information requests (up from 621 in 2020/21). We responded to 531 FOI requests (80%), redirected 867 (13%) to Derbyshire County Council and 45 requests (7%) were covered by exemption. Where requests were covered by exemption, we gave details of the exemption in our response; the most common reason for exemption (29 requests) was that the information was already accessible by other means.</p> <p>Contract Standing Orders and Financial Regulations were reviewed and updated in July 2020. Further reviews are underway in 2022.</p>
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PRINCIPLE 3 – Defining outcomes in terms of sustainable economic, social and environmental benefits		
How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ We have set out our priorities, aims, vision and values in our Corporate Plan; ➤ We set key performance indicators for each year and monitor actual performance against targets; ➤ We have a medium term financial strategy to ensure our financial sustainability; ➤ We operate an effective system of risk management; ➤ Our reports include an assessment of financial, legal and corporate risks and consider equalities, environmental, health, human rights, personnel and property issues; ➤ We carry out equality impact assessments to ensure fair access to services. 	<ul style="list-style-type: none"> • Corporate Plan & Priorities • Service Plans • Community & Engagement Strategy • Equality, Consultation and Engagement Plan • Risk Management Strategy • Medium Term Financial Strategy • Annual Revenue Budget • Capital Programme & Prudential Indicators • Annual Governance Statement (part of the Statement of Accounts) • Annual Audit Report from external auditor • Financial Regulations – Constitution • Contract Standing Orders – Constitution • Asset Management Plan • Climate Change Strategy and Action Plan • Equality Impact Assessments • Area Community Forums • Planning: Material Considerations • Committee Reports • Consultation feedback is taken into account at the point of decisions 	<p style="text-align: center;"></p> <p>We have a target to pay 99% of non-disputed supplier invoices within 30 days. In 2021/22 we paid 99.1% of non-disputed supplier invoices within 30 days – only 42 invoices were paid late.</p> <p>Over 2020/21 and 2021/22, the Council has paid over £73m (14,658 grant payments) to support businesses affected by the coronavirus pandemic.</p> <p>Working with our partner, Chesterfield Borough Council, we paid £256,500 (513 payments) under the Test and Trace Support Scheme from October 2020 to March 2022.</p> <p style="text-align: center;"></p> <p>An area for improvement is to introduce a Sustainable Procurement Policy, which is currently being developed.</p>

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

How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ Our reports include an assessment of financial, legal and corporate risks and consider equalities, environmental, health, human rights, personnel and property issues; ➤ We consult and use feedback from residents and service users when making decisions about significant service changes; ➤ We have strategic and operational plans, including a medium, term financial strategy, annual budgets, and service plans, that support the aims set out in the corporate plan; ➤ We set key performance indicators (KPIs) to identify how the performance of services and projects is measured. We include financial penalties in outsourced contracts that can be used when KPIs are not achieved. ➤ We consider and monitor risks facing each partner when working collaboratively, including shared risks ➤ We review service quality regularly ➤ Our medium term financial strategy integrates and balances service priorities, affordability and other resource constraints 	<ul style="list-style-type: none"> • Consultation and review of feedback including Area Community Forums • Risk Management Hub & Risk Registers • Key Performance Indicators • Service Plans • Medium Term Financial Strategy Medium Term Financial Plan Budget preparation in accordance with agreed strategy and MTFP. • Budget guidance and processes, including revised estimates • Capital Programme process and scorecard • Annual Audit Report from external auditor • Confidential Reporting (Whistleblowing) Policy • Anti-Fraud, Bribery and Corruption Policy • Regulation of Investigatory Powers Act Surveillance Policy • Annual Review of Complaints • Calendar of meetings • Communications Strategy • Minutes of regular monitoring meetings with outsourced service providers including details of compliance with Key Performance Indicators 	<div style="text-align: center;">  </div> <p>We updated our Medium Term Financial Strategy in March 2021 and our Medium Term Financial Plan in July 2021 and March 2022. This was less frequently than usual owing to additional workloads arising from the coronavirus pandemic. The reduced frequency in 2021/22 was not viewed as a significant governance issue. However, the Council's Medium Term Financial Plan needs to be updated more regularly during 2022/23 to reflect the impact of rising inflation and to show how the Council plans to address the budget gap for future years. See Principle 6 for further information</p> <div style="text-align: center;">  </div> <p>The Local Government Association Peer Challenge team reported that through focused and prudent management, the council has a strong financial position which provides a foundation for the council's future ambition.</p> <p>In 2020/21 we made a Declaration of Air Quality Management Area for nitrogen dioxide in relation to Buxton Road and St John's Street in Ashbourne. We continued to monitor air quality levels in 2021/22.</p>

<p>➤ We aim to achieve 'social value' through service planning and commissioning.</p>		<p>We have regular meetings with contractors who provide outsourced services.</p> <p>Due to the coronavirus pandemic some KPIs were suspended during 2020/21 and 2021/22 in accordance with Cabinet Office guidance for the outsourced contracts.</p> <p>There was no suspension of KPIs in 2021/22 for the Leisure contract. It was however, agreed that the KPI for participation would be relaxed for the year, due to recovering from reduced attendances as a result of Govt. COIVD requirements to initially close sites and, later in the year, to limit numbers.</p> <p>The contract is monitored on a monthly basis for service standards and on quarterly basis for contract performance. The yearend figure for participation was at 91% of normal operations, with ongoing work taking place to increase this amount.</p> <div style="text-align: center;">  </div> <p>There were three separate suspensions of KPIs on the waste and recycling contract, which were in line with the suspension of services. These were as follows:</p> <ul style="list-style-type: none"> • Garden Waste was suspended from 2 August to 27 August 2021, so KPIs for garden waste were suspended during this period; • Food Waste was suspended from 26 July to 29 November 2021, so KPIs for food waste were suspended during this period; • Food Waste was suspended from 1 - 31 March 2022, so KPIs for food waste were suspended during this period.
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		<p>Due to the disruption experienced on the contract, meetings and reviewing of service performance is taking place on a more frequent basis than stipulated in the contract specification. In addition, the Council applied the maximum amount of financial deductions to the contract, as a result of underperformance in 2021/22, and those penalties have now been paid.</p> <p>A review of the arrangements for letting the waste contract was undertaken by an independent consultant during 2021/22. The findings were reported to Council in February 2022. The report recommendations are being implemented. They include the following governance issues:</p> <ul style="list-style-type: none">• To maintain and extend dialogue with the contractor to help manage contract behaviour and address outstanding issues and under performance;• To resolve issues relating to incomplete management information and round optimisation;• That the Corporate Leadership Team re-establish a corporate approach to overseeing the critical success factors of implementing the contract, reacting to unsatisfactory performance and advising Members of on-going options for future delivery;• That a review of the corporate management capacity is undertaken to ensure that future transformational and modernisation projects are adequately resourced. <p>The report recommendations are being implemented during 2022/23.</p> 
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		<p>In 2021/22 we carried out public consultation exercises on:</p> <ul style="list-style-type: none">• Proposed changes to the Housing Allocation Policy• Council tax empty homes premium• External wall insulation scheme• Research into conditions and outcomes for private landlords and tenants.• Biennial internal ICT user survey• Budget 2022/23• Residents survey• Market research into customer satisfaction with Leisure Facilities• Survey satisfaction levels with the users of two parks per year [Bakewell and Dimple in Matlock]• Three Area Community Forums• Review of the Council's Car Parking Order• Equipment for park in Middleton by Wirksworth• Wirksworth Market Place• Current and Future Electric Vehicle Ownership• Customer satisfaction with internal Business Support services• Matlock Bath Illuminations customer satisfaction. <p style="text-align: center;"></p> <p>We have recognised that there was a lack of engagement from the public consultation on the Council's spending plans. The process is to be reviewed and improved during 2022/23, though this is not see as a significant governance issue.</p>
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PRINCIPLE 5 - Developing the entity's capacity including the capability of its leadership and the individuals within it

How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ We recognise the benefits of partnerships and collaborative working; ➤ All employees have an induction and an annual Performance and Development Review; ➤ We have a Member Code of Conduct, inductions and a Member Training and Induction Programme to ensure that elected and appointed leaders understanding their roles and the Council's objectives ➤ Our Constitution includes a Scheme of Delegation that sets out clearly the decisions that are delegated to officers ➤ The leader and the chief executive have clearly defined and distinctive leadership roles ➤ Taking steps to consider the leadership's own effectiveness and ensuring leaders are open to constructive feedback from peer review and inspections ➤ We encourage shared learning, including lessons learnt from governance weaknesses both internal and external; 	<ul style="list-style-type: none"> • Constitution • Scheme of Delegation • Member Development Scheme • Employee Development Scheme • Member Training and Development Programme • Annual corporate and vocational training plan agreed by CLT • Insight – Internal management development programme • Member Induction • Member Representative roles • Employee Induction • Job Descriptions and Person Specifications • Arrangements for succession planning • Annual review of Scheme of Delegation, Contract Standing Orders and Financial Regulations • LOLA – internal training programme • Peer Reviews • Efficient use of systems and technology • Shared Learning: Notes of Management Meetings, Peer Reviews, Hubs, Benchmarking, Networking with other local authorities & through membership of organisations such as the Local Government Association. • Human Resource Policies 	<div style="text-align: center; font-size: 2em; color: green;">✓</div> <p>In 2021/22 our partner, Chesterfield Borough Council, achieved all the key performance indicators in the Revenues and Benefits contract, with the exception of two relating to in-year and prior year collection of council tax. These were impacted by the coronavirus pandemic and the Council's decision to take a light touch to debt recovery from March 2020 to August 2021.</p> <p>Our Performance and Development Review action plans are linked to the priorities set out in our Corporate Plan.</p> <p>In 2020/21 we recruited a Climate Change Project Officer. During 2021/22 we introduced a process to ensure that climate change implications are now considered in all reports to policy committees and full Council.</p>

- There is a public participation session at the beginning of Council and Policy Committee meetings,
- We have arrangements in place to support the health and wellbeing of our employees.

- Employee counselling service
- Work of Health & Safety Committee
- Active Workplace Programme
- Employee Group
- Senior Management Team
- Trade union recognition and consultation.




During 2021/22 the following mandatory training was undertaken by employees:



Course Title	Numbers Attended
Safeguarding and Child Protection	29
Safeguarding Adults at Risk	28
Managing Health & Safety	27
Equality Act 2010	28
Display Screen Equipment	23
Data Protection (Foundation) 2020	29
Data Protection (Data Security) 2020	30
Prevent (Counter Terrorism (2021)	32



The member training programme for 2021/22 was delivered containing the following items:

Course Title	Numbers Attended
Meetings Procedures for Chairs and Vice-Chairs	8
Decision Making and Ethics	22
Planning	27
Licensing and Appeals	12
PREVENT	22
RIPA	24
Equality and Diversity	26
Safeguarding	18
Treasury Management	18
Data Protection	26

		 <p>ICT security awareness ICT security awareness training is mandatory for new employees who use ICT and it has to be refreshed every 2 years by all ICT users. In the last 12 months 177 ICT users, including staff and Members completed this training. The course content is currently being reviewed before progressing with a refresh to include both staff and Members.</p> <p>In 2021/22 we had 18 leaders/senior officers and 3 Councillors certified as Carbon Literate by the Carbon Literacy project. We have a programme in place for carbon literacy continuing training.</p>
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PRINCIPLE 6 - Managing risks and performance through robust internal control and strong public financial management

How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ We have robust arrangements for risk management including a Risk Management Hub that meets regularly to review Strategic Risks; ➤ Our risk management strategy and policies on internal control are aligned with corporate priorities; ➤ The risks associated with delivering services through third parties are set out in our risk registers; ➤ We have arrangements in place to prevent fraud, bribery and corruption; ➤ We encourage effective and constructive challenge and debate on policies and objectives to support balanced and effective decision making ➤ We provide members and senior management with regular reports on service plans and on progress against Key Performance Indicators; ➤ We report on a consistent basis between specification stages (such as budgets) and post implementation reporting (e.g. financial statements). ➤ The Internal Audit Consortium Manager produces an Annual Report that provides an opinion on the overall adequacy and effectiveness of the framework of governance, risk management and control; 	<ul style="list-style-type: none"> • Risk Management Strategy • Risk Management Hub • Strategic and Service Risk Registers • Risk Management Annual Report • Risk assessment of all Committee/Council decisions • Internal audit and reports • External audit and reports • Annual Governance Statement • Financial Regulations • Budget Holder’s Manual • Contract Standing Orders • Transparency & Open Source Data • Medium Term Financial Strategy • Anti-Fraud, Bribery and Corruption Policy • Treasury Management Strategy • Regular budget reporting and income monitoring (revenue and capital) • Regular reporting on service plans and performance against KPIs • Benchmarking information • Information Governance Framework & Strategy • Designated Data Protection Officer • Data protection policies and procedures • Data sharing agreements • Privacy Impact Assessments 	<div style="text-align: center;">  </div> <p>The external auditor’s Annual Report for 2020/21, issued in February 2022. In respect of Value for Money arrangements, the report states “No significant weaknesses in arrangements were identified and there are no recommendations from our work.” (The Annual Audit Letter for 2021/22 has not yet been issued).</p> <div style="text-align: center;">  </div> <p>The External Auditor’s Strategy Memorandum to the Governance and Resources Committee in July 2022 identifies three significant audit risks and a planned testing strategy:</p> <ul style="list-style-type: none"> • Management override of controls; • Risk of an error in the valuation of the pension fund net defined benefit liability valuation; • Risk of an error in the valuation of land and buildings and investment properties.


<ul style="list-style-type: none"> ➤ The Governance and Resources Committee provides a further source of effective assurance regarding arrangements for managing risk and maintaining an effective control environment; ➤ The Governance & Resources Committee monitor the implementation of recommendations from internal audit reviews. ➤ The Council has an Information Governance Framework and Strategy that sets out the arrangements to ensure effective arrangements are in place for the safe collection, storage, use and sharing of data, including processes to safeguard personal data ➤ We review and audit the quality and accuracy of data used in decision making and performance monitoring ➤ Our financial management arrangements support both long term achievement of outcomes and short-term financial and operational performance ➤ All reports to Council and policy committees include a financial risk assessment. 	<ul style="list-style-type: none"> • Procedure for Data Protection Security Breaches • Checks on access to data and systems • ICT systems patched regularly & kept up to date 	<p>At the time of writing this AGS, the testing has not been completed and there is no evidence to show that controls are not effective.</p> <p style="text-align: center;"></p> <p>A report to the Governance & Resources Committee in July 2022 indicates that the audit plan for 2021/22 has not been fully completed (see principle 7 below). At the time of writing this report both the Senior Auditor and the Internal Auditor have resigned from the Council's employment. Therefore it is almost certain that the delivery of the remainder of the 2021/22 audit plan and the delivery of the 2022/23 audit plan will be adversely impacted. A recruitment exercise is currently underway. If that proves unsuccessful, other options will be explored. It is recommended that audit resources be returned to adequate levels as soon as possible and the impact on the audit plan be monitored.</p> <p style="text-align: center;"></p> <p>The Council's Medium Term Financial Plan identifies a potential budget gap in future years. To mitigate this risk, the Council has a Medium Term Financial Strategy and Medium Term Financial Plan in place. However, the Council's Medium Term Financial Plan needs to be updated to show how it plans to address the budget gap for future years. Rising inflation will significantly increase the budget gap. Therefore the MTFP will be kept under review by the</p>
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Corporate Leadership Team and an action plan will be developed to maintain a sustainable balanced budget.



Significant changes in Local Government finances are due to take place over the next few years, which will culminate in a major change in the way Local Government is financed in future. It is expected that the Local Government Finance Settlement, due in late 2022, will bring more certainty for 2023/24 and 2024/25 but there will still be uncertainties and difficulties in financial planning in the medium term. Once the outcome of the Fair Funding Review, the Comprehensive Spending Review and the Local Government Finance Settlement for 2023/24 and 2024/25 are known, the Medium Term Financial Plan will be updated. As a further mitigation measure, the Council has reserves and balances that could be used to balance the budget for 2023/24 while a savings plan is developed and the Medium Term Financial Plan is updated to ensure that subsequent budgets are financially sustainable over the medium term.




2020/21 was a shadow year for CIPFA's Financial Management Code. A baseline assessment reported to the Governance and Resources Committee in March 2021 indicated that there were six principles / standards identified as less strong, with a need for improvement and action; an action plan is in place but little progress was made in 2021/22 due to staffing resources being diverted to additional work arising from the coronavirus pandemic.

		<p>None of the issues have been identified as significant governance issues. See separate section below.</p> <p style="text-align: center;"></p> <p>Weaknesses have been identified in the arrangements for ensuring that systems are in place to meet grant conditions. It is recommended that Financial Regulations should be strengthened in this regard and that employees should be made aware.</p>
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PRINCIPLE 7 - Implementing good practices in transparency, reporting and audit to deliver effective accountability

How we meet this principle	Source of assurance	Successes and Areas for Improvement
<ul style="list-style-type: none"> ➤ Our reports are written in a style avoids jargon and can be understood by the public; ➤ Our reports and minutes of meetings are available on our website; ➤ We prepare an Annual Governance Statement that reports on compliance against our corporate governance framework; ➤ Our financial statements are prepared on a consistent and timely basis and the statements allow for 	<ul style="list-style-type: none"> • Annual report on Service plans and performance management • Annual review of Corporate Governance framework • Annual Governance Statement • Review of actions recommended by internal audit service • Statement of Accounts • Audit Strategy Memorandum and Annual Audit Letter from External Auditor 	<p style="text-align: center;"></p> <p>We report to Members regularly on performance against targets.</p> <p style="text-align: center;"></p> <p>In 2021/22 11 out of 29 (38%) of audits planned at the start of the year have been completed. Six</p>

<p>comparison with other, similar organisations</p> <ul style="list-style-type: none"> ➤ The Governance & Resources Committee undertakes the core functions of an audit committee and ensures that recommendations for corrective action made by external audit are acted upon ➤ We have an effective internal audit service where the Internal Audit Consortium Manager has direct access to members to provide assurance with regard to governance arrangements and that recommendations are acted upon ➤ We welcome peer challenge, reviews and inspections from regulatory bodies ➤ We have clear governance arrangements in place for partnership arrangements 	<ul style="list-style-type: none"> • Anti-fraud, bribery and corruption policy and reporting • Data Protection Officer and two Information Governance Officers in place • Compliance with CIPFA's Statement on the Role of the Head of Internal Audit • Compliance with Public Sector Internal Audit Standards • Minutes of meetings from Partnership Board Meetings and Operational Review Meetings. • Annual Complaints Report to Governance & Resources Committee 	<p>audit areas received substantial assurance, four gave reasonable assurance and one was classed as limited assurance (Waste Collection Contract).</p> <p>Significant governance issues raised during the audit reviews are disclosed elsewhere in this annual governance statement.</p> <p>The implementation of some internal audit recommendations was delayed due to staff resources being redirected during the coronavirus pandemic. Such delays related to health and safety, asset management and data protection. The majority of recommendations have now been implemented.</p> <div style="text-align: center;">  </div> <p>An internal audit report has identified opportunities to strengthen our arrangements for data protection (see action plan). Whilst 24 data breaches or near misses were identified between April 2021 and March 2022, none were serious enough to be reportable to the Information Commissioner's Office (ICO).</p> <p>Reporting of data security incidents is actively encouraged; incidents are reviewed by the Information Governance Board to identify lessons to be learned and areas for improvement. The Information Governance Officer has utilised the staff intranet to promote data privacy awareness and best practice amongst colleagues.</p>
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The Local Government Association Peer Challenge team made several recommendations to address a series of challenges, including:

- Developing a strong narrative and vision for the area;
 - Improvements to the Corporate Plan;
 - Ensuring that the approach to commercialisation is realistic;
 - Consideration of the Council's skills base and investment capability;
 - Engaging with strategic and local organisations to build trust and community capacity to advocate for and deliver on important initiatives.

In July 2020 the Council approved a Peer Challenge Action Plan to address these issues. Progress on implementing the Action Plan has been delayed owing to officers focussing on other higher priority work during the coronavirus pandemic. However, the Peer Review Action Plan was reviewed and updated at Council on 25th November 2021. While the implementation of these actions will strengthen to Council, they are not seen as significant governance issues.

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4. How the Council works

The Council

The Council is currently composed of 39 councillors elected every four years; the number is due to reduce to 34 following the elections to be held in May 2023. Elections were last held in May 2019. Councillors are democratically accountable to the residents of their respective wards. The overriding duty of councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them.

Councillors are required to follow the Council's Code of Conduct to ensure high standards in the way they undertake their duties. The Council's Monitoring Officer trains and advises them on the Code.

All Councillors meet together as the Council. Meetings of the Council are normally open to the public. Here Councillors decide the Council's overall policies and set the budget each year. The Council holds the policy committees to account, and is itself a policy development body. There is an opportunity at Council meetings for members of the public to participate by putting their questions to Councillors. There is provision for public participation and meetings are live-streamed on the internet. The Civic Chairman of the District of Derbyshire Dales reports to each meeting and the Leader of the Council has an opportunity to address the Council meeting on issues concerning the District of Derbyshire Dales at Council and his attendance at meetings with significant partners.

The Council's Constitution

Derbyshire Dales District Council has adopted a Constitution that sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by the Law, while others are a matter for the Council to choose.

The Constitution is divided into 13 Articles that set out the basic rules governing the Council's business. More detailed procedures and codes of practice are provided in separate rules and protocols within the Constitution.

The Constitution is kept under review and amendments are approved at the Annual Meeting of the Council in May each year, or at other times as necessary.

How decisions are made

Most day-to-day decisions are made by policy committees. The Council has two policy committees called 'Governance and Resources' and 'Community and Environment'. Committees also carry out a number of regulatory functions, including dealing with planning applications, licensing and most other regulatory business.

Meetings of the Council's policy and other committees are open to the public except where personal or confidential matters are being disclosed. There is provision for public participation where residents can present their views to councillors in person.

In addition, senior officers of the Council make decisions under delegated authority. The level of delegation is recorded in the Council's Constitution.

The role of the Governance and Resources Committee

The Governance and Resources Committee takes the statutory role of an “Audit Committee” and provides independent review, challenge and assurance of the adequacy of the risk management framework and the associated control environment

Here are some of the key tasks that the Council has delegated to this Committee:

- To have an overview of the Governance framework and to develop and review supporting policies and procedures;
- To approve and review the Council’s Code of Corporate Governance and other supporting material;
- To approve the Annual Governance Statement and the Annual Statement of Accounts;
- To consider the External Auditor’s reports on issues arising from the Audit of Accounts, the External Audit Plan, and the Annual Audit Letter etc.
- To approve and review the internal audit plan, consider major findings of internal audit investigations and management’s response, and promote co-ordination between the internal and external auditors;
- To keep under review the effectiveness of internal control systems, to receive the External Audit Management Letter on behalf of the Council and any representations and refer any issues requiring attention to the relevant committee and/or officer;
- To consider the appointment of the external auditor, the audit fee, the provision of any non-audit services by the external auditor and any questions of resignation or dismissal of the external auditor;
- To approve the Council’s Risk Management Policy and Strategy and consider the annual monitoring report as part of considering the effectiveness of Risk Management, including the risks of bribery, fraud and Corruption.
- To be responsible for the effective management of the Council’s land, buildings and property holdings;
- To act as the main “financial committee” to regulate and control the finances of the Council as defined in the Local Government Act 1972;
- To determine policy in relation to the Council’s duties and responsibilities as an “employer” and in relation to human resources, employee training and development and industrial relations issues;
- To determine policy and oversee arrangements in relation to the Council’s duties and responsibilities under the Data Protection Act;
- To undertake the role of the standards committee.

The role of the Community & Environment Committee

The purpose of the Community & Environment Committee is to deliver the Council’s Priorities relating to People, Place and Prosperity.

The main services within the Committee’s remit include Waste Collection and Recycling, Parks, Street Cleansing, Car Parking, Leisure Services, Public Conveniences, Cemeteries, Climate Change, Environmental Health, Public Health and Safety, Economic Development and Housing.

Area Community Forums

In order to give local people a greater say in Council affairs, there are 3 Area Community Forums. These cover the Northern, Central and Southern areas of the District and are intended to act as a focus point for mutual communication and consultation between the local community, stakeholders and Councillors from all local councils in their area. They are held in public at various meeting venues throughout the District.

The Council's employees

The Council has people working for it to give advice, implement decisions and manage the day to day delivery of its services. Some employees have a specific duty to ensure that the Council acts within the law and uses its resources wisely. A Protocol governs the relationships between employees and members of the Council. Employees are required to follow the Council's Employee Code of Conduct to ensure high standards in the way they undertake their duties. The Council's Monitoring Officer provides guidance and advice on the Code.

Whistleblowing

People working for the Council are often the first to realise that there may be something wrong within the Council. However, they may feel unable to express their concerns for various reasons, including the fear of victimisation. The Council has a Whistleblowing Policy that advises staff and others who work for the Council how to raise concerns about activities in the workplace.

Citizens' Rights

Citizens have a number of rights in their dealings with the Council. These are set out in more detail in Article 3 of the Constitution. Some of these are legal rights, whilst others depend on the Council's own processes. The local Citizens' Advice Bureau can advise on individuals' legal rights. Where members of the public use specific council services, for example as a leisure centre user or as an applicant for planning permission, they have additional rights. These are not covered in this Constitution.

Citizens' have the right to:

- Vote at local elections if they are registered
- Contact their local councillor
- Obtain a copy of the Constitution
- Attend meetings of the Council and its committees except where, for example, personal or confidential matters are being discussed
- Petition to request a referendum on a mayoral form of executive
- Participate in the Council's Public Participation Scheme
- Attend committee and Council meetings where key decisions are being discussed or decided
- See reports and background papers, and any record of decisions made by the Council and its committees.
- Complain to the Council about the exercise of any of its functions through the Complaints Scheme.
- Complain to the Council's Monitoring Officer about the behaviour of one of its Councillors or the behaviour of a local Parish/Town Councillor
- Complain to the Ombudsman if they think the Council has not followed its procedures properly. However, they are recommended to do this after using the Council's own complaints process
- Inspect the Council's accounts and make their views known to the external auditor.

The Corporate Plan

The Corporate Plan sets out the vision and improvement priorities for Derbyshire Dales District over the next four years. It is the key strategy from which the District Council's Budget and Service Plans cascade. There are 3 broad priority areas:

- People - providing you with a high quality customer experience
- Place - keeping the Derbyshire Dales Clean, Green and Safe; and
- Prosperity - supporting better homes and jobs for you.

Managing Key Risks

All Councillors and Managers are responsible for ensuring that risks are considered in the decisions they take. The Council has a Risk Management Policy and Strategy that is usually reviewed every two years. It is the Council's policy to proactively identify, understand and manage the risks inherent in our services and associated within our plans and strategies, so as to encourage responsible, informed risk taking.

Monitoring Officer

The Director of Corporate and Customer Services is the Council's appointed Monitoring Officer. The Monitoring Officer is responsible for the legal governance arrangements for the Council and reviews the Constitution; oversees the ethical framework, and has a personal duty to report to the Council any breaches in the rule of law.

Chief Financial Officer

The Director of Resources is the Council's appointed Chief Financial Officer and Section 151 Officer. This is a statutory post, responsible for delivering and overseeing the financial management of the council. The Chief Financial Officer is responsible for financial management at the Council. The role of Chief Financial Officer conforms with the good practice requirements within the CIPFA statement on "The Role of the Chief Financial Officer in Local Government". The Council's Chief Financial Officer is a full member of the Corporate Leadership Team and is supported by appropriately qualified and experienced staff.

The Director of Resources has taken a key role in reviewing corporate governance and in preparing this Annual Governance Statement. She is satisfied with the arrangements currently in place for financial management, though these will be improved when the action plan for CIPFA's Financial Management Code has been fully implemented. While the internal audit provision has been limited in 2021/22, as explained in this Statement, overall the control framework is operating effectively and no matters of significance have been omitted from this statement.

Managing Finances

Internal financial control is based on a framework of management information that includes the Financial Regulations, Contract Standing Orders, our accounting procedures and key financial systems. These include established budget planning procedures and quarterly budget reports to Council or Governance and Resources Committee. The Corporate Leadership Team monitors key income streams on a monthly frequency.

The Corporate Leadership Team monitors performance against the annual budget, capital programme and medium term financial plan.

There is a good system of budgetary control in place, which is enforced by the Corporate Leadership Team. Budget holders are identified for each revenue service or capital project. Training and guidance is provided by the Financial Services Team.

Capital projects are only put forward for Committee/Council approval after the Corporate Leadership Team has approved a business case, which ensures projects support the Council's priorities and that they are fully resourced and planned before spending can commence.

The Council has a Medium Term Financial Strategy that shows the overall direction of the Council's financial position over the next five years. This includes a Medium Term Financial Plan which indicates that a budget gap will arise over the next few years due to an expected reduction in government

funding. The Council has a good track record of delivering savings. However, we face a challenge in producing a sustainable budget over the medium term in the face of rising inflation and further potential reductions in government funding. The Council has reserves and balances that could be used in the short term to address any savings requirements for 2023/24 while a thorough review of income and expenditure is undertaken and an action plan developed. Given the amount set aside in usable revenue reserves, the timing of the required savings, and the uncertainty surrounding council funding (arising mainly from the outcome of the anticipated level of the government's Fair Funding Review and its review of the Business Rates Retention scheme), the Council's approach to meeting the Corporate Savings Target and closing the budget gap has been to refrain from significant service reductions until the outcome of the government reviews is known. However, the Council's Medium Term Financial Plan now needs to be updated to show how it plans to address impact of rising inflation and address the widening budget gap. Therefore the MTFP will be kept under review by the Corporate Leadership Team and an action plan will be developed to maintain a sustainable balanced budget over the medium term.

The Council will continue to explore opportunities to help it to achieve a sustainable financial future. The overall aim of this approach is that the Council will be far less reliant on government funding and will become more self-sufficient. The approach will focus on income generation and investment in economic development that will lead to growth. In the longer term, this approach will provide the Council with more financial resilience than depending on government grants.

There is a separate section (below) relating to the CIPFA Financial Management Code.

Internal Audit

The Council receives substantial assurance from Internal Audit work who (through an agreed programme of testing – the Internal Audit Plan) review the adequacy of the controls and governance that operate throughout all areas of the Council.

Management of Internal Audit is provided by the Bolsover, Chesterfield and North East Derbyshire District Councils' Internal Audit Consortium. The Internal Audit Service has been managed and delivered in accordance with Public Sector Internal Audit Standards (PSIAS). The Governance and Resources Committee approved an Internal Audit Charter in 2020, which is due for review in the event of any significant changes being made to the PSIAS. The Charter sets out the role of internal audit and its responsibilities and clarifies its independence.

The Internal Audit Consortium Manager prepares an Annual Report for the Governance and Resources Committee. The Annual Report includes an opinion on the adequacy and effectiveness of the Council's control environment. The results of internal audit work concluded during the year is presented in the annual report but this does not result in a comprehensive opinion. Some assurance can be obtained from positive internal audit reviews in previous years and the work of the Risk Management Group, PSN compliance and external audit. Internal audit work can only give partial assurance on the overall adequacy and effectiveness of the organisation's framework of governance, risk management and control.

In 2021/22 11 out of 29 (38%) of audits planned at the start of the year have been completed. Six audit areas received substantial assurance, four gave reasonable assurance and one was classed as limited assurance (Waste Collection Contract). Assurance can never be absolute. In this context "reasonable assurance" means that arrangements are in place to manage key risks and to meet good governance principles, but there are some areas where improvements are required.

The Internal Audit Annual Report sets out an opinion relating to the adequacy and effectiveness of the Council's control environment. For 2021/22, it is considered by the Internal Audit Consortium Manager that sufficient assurance work has been carried out (albeit the bare minimum) to allow her to form a reasonable conclusion on the adequacy and effectiveness of Derbyshire Dales District Council's governance, risk and control arrangements. She states that "The exceptions to this are in respect of:

- the governance of the waste collection service – this is as a result of work undertaken by internal audit and by a consultant and was discussed at Council February 2022.
- procurement and contract management - there are concerns in respect of a lack of awareness amongst some employees of what is required to ensure compliance with Financial Regulations and Contract Standing Orders .
- the arrangements for ensuring that systems are in place to meet grant conditions, where weaknesses have been identified;
- the late implementation of some internal audit recommendations (mostly implemented)".

These exceptions have been reflected in this Annual Governance Statement.

During 2021/22 one "limited assurance" report was issued (relating to the waste management contract) and in 2022/23 (to June 2022) no "inadequate or limited assurance" reports have been issued. The audit review with limited assurance has been reported in the annual governance statement as a significant governance issue. Where weaknesses have been identified through internal audit review, management have agreed appropriate corrective actions and a timescale for improvement. Reports are presented to the Governance & Resources Committee to inform them of the outcome of audit reviews and progress on implementing recommendations.

During 2020/21 and 2021/22, the implementation of some internal audit recommendations was delayed due to staff resources being redirected during the coronavirus pandemic. Such delays related to health and safety, asset management and data protection. The majority of recommendations have now been implemented.

At the time of writing this report both the Senior Auditor and the Internal Auditor have resigned from the Council's employment. Therefore it is almost certain that the delivery of the remainder of the 2021/22 audit plan and the delivery of the 2022/23 audit plan will be adversely impacted. A recruitment exercise is currently underway. If that proves unsuccessful, other options will be explored. To avoid a "limitation of scope" opinion in 2022/23, it is recommended that audit resources be returned to adequate levels as soon as possible and the impact on the audit plan be monitored.

An external review of Internal Audit was undertaken in 2021. The independent report concludes that current services are assessed to 'generally conform' with the PSIAS and compare favourably with peers; there are no areas where the service does not comply with the standards. A series of specific recommendations are made in the report to reflect building on the existing considerable strengths in relation to resources, competency and delivery in order to enhance future service delivery. The key theme running through is to continue to build on a risk approach and strengthen the risk thread through documentation. A report and action plan was presented to the Governance and Resources Committee in September 2021 and an action plan progress report was presented in January 2022. This means that Members can have confidence in the quality of service provided by internal audit.

External Audit & Other Inspections

The Council's external auditor is currently Mazars LLP.

On 18 November 2021 Mazars issued an unqualified opinion in relation to the Council's 2020/21 statutory financial statements. In the Audit Completion Report relating to the Council's financial

statements for 2020/21 the External Auditor made three recommendations relating to internal controls in place in regard to the preparation of the leases note, the preparation of the grants note and the controls in place for the preparation of the notes relating to officers' pay in the Statement of Accounts for 2020/21 (all low priority). These recommendations were considered and implemented during the preparation of financial statements for 2021/22.

In February 2022 the external auditor issued his Annual Audit Report in respect of 2020/21. The report indicates that the external auditor reviewed the Council's arrangements to secure economy, efficiency and effectiveness in the use of resources for the year ended 31 March 2021. No significant weaknesses in arrangements were identified and there were no recommendations arising from the work.

Local Government Association (LGA) Peer Challenge

The LGA Corporate Peer Challenge review was undertaken 22nd – 24th October 2019 and the final feedback report was received and circulated to all Members on 21st January 2020.

The Local Government Association Peer Challenge team made several recommendations to address a series of challenges, including:

- Developing a strong narrative and vision for the area;
- Improvements to the Corporate Plan;
- Ensuring that the approach to commercialisation is realistic;
- Consideration of the Council's skills base and investment capability;
- Engaging with strategic and local organisations to build trust and community capacity to advocate for and deliver on important initiatives.

In July 2020 the Council approved an Action Plan, to address these issues, with a timescale for implementation. Progress on implementing the Action Plan has been delayed owing to officers focussing on other higher priority work during the coronavirus pandemic. However, the Peer Review Action Plan was reviewed and updated at Council on 25th November 2021. While the implementation of these actions will strengthen the Council, they are not seen as significant governance issues.

5. An assessment of the impact of the coronavirus pandemic

Coronavirus was categorised as a pandemic by the World Health Organisation on 11 March 2020. The coronavirus pandemic has had a significant impact for the Council, its residents and businesses during 2020/21 and 2021/22. This has included implications for provision of services, our employees and our financial position.

As can be seen in Section 3 of this Annual Governance Statement, many plans were disrupted and actions were delayed due to staff being redirected to other activities during the pandemic. At CLT level officer capacity remains a governance issue and a review is currently in progress.

Effective leadership and governance of the response and recovery have been critical. Plans are being delivered which now focus on the District's longer-term recovery. For example, a bid is currently being prepared for the Levelling Up Fund.

6. Compliance with the Financial Management Code

The Chartered Institute of Public Finance and Accountancy (CIPFA) published The Financial Management Code (FM Code) in October 2019. The FM Code provides guidance for good and sustainable financial management in local authorities, giving assurance that authorities are managing resources effectively.

The FM Code requires authorities to demonstrate that the processes they have in place satisfy the principles of good financial management, which is an essential part of ensuring that public sector finances are sustainable.

2020/21 was a shadow year for CIPFA's Financial Management Code. A baseline assessment reported to the Governance and Resources Committee in March 2021 indicated that there were six principles / standards identified as less strong, with a need for improvement and action. Areas which have been identified as less strong, with a need for improvement and action, include:

- E: The financial management style of the authority supports financial sustainability
- F: The authority has carried out a credible and transparent financial resilience assessment
- G: The authority understands its prospects for financial sustainability in the longer term and has reported this clearly to members
- L: The authority has engaged where appropriate with key stakeholders in developing its long term financial strategy, medium term financial plan and annual budget
- M: The authority uses an appropriate documented option appraisal methodology to demonstrate the value for money of its decisions.
- N: The leadership team takes action using reports enabling it to identify and correct emerging risks to its budget strategy and financial sustainability.

An action plan was in place to address these issues during 2021/22. As a result of staff vacancies and the additional workload during the coronavirus pandemic, little progress was made during 2021/22 so the actions will be addressed during 2022/23. None of the issues have been identified as significant governance issues.

7. Significant governance issues and action plan

a) Update on issues raised in last year's (2020/21) Annual Governance Statement

	Issue	Action Identified in last year's statement	Outcome	Lead Officer
1	There is a budget gap for future years as identified in the Medium Term Financial Plan.	Ensure that there are effective processes to manage and monitor budgets and to plan and monitor savings. Review position government's reviews of fair funding and business rates retention.	In Progress: Balanced budget set for 2022/23. MTFP to be reviewed in 2022/23 (see below).	Director of Resources
2	An internal audit review has identified that our arrangements for asset management need to be strengthened	Address the outstanding recommendation to reconcile assets of the property and financial systems and use a common property identifier on both systems.	In Progress: <ul style="list-style-type: none"> • The Corporate Property Group has met during 2021/22; • An asset list review group has been formed specifically to progress this issue • Monitoring is taking place; • The reconciliation of assets has not yet been completed, though some progress has been made. • This is now subject to a report to the Governance & Resources Committee on 14 July 2022. 	Director of Regulatory Services
3	A review of employee and member training has identified that our arrangements for mandatory training should be improved.	A comprehensive programme of mandatory training for all employees and members should be delivered in 2020/21.	Completed: Comprehensive training programmes for members and employees are now in place.	The Corporate Leadership Team with support from the Human Resources Manager; The Member Development Working Group

4	An internal audit review of data protection arrangements has identified areas where improvements are required.	Address the implementation of outstanding recommendations from the internal audit review.	In Progress: As a result of staff vacancies and the additional workload during the coronavirus pandemic, little progress was made during 2021/22 so the actions will be carried forward to be addressed during 2022/23.	Data Protection Officer & Information Governance Officers
5	Internal audit resources have been insufficient to complete the internal audit plan	Ensure that appropriately trained auditors are in place to deliver the audit plan.	In Progress: A recruitment exercise is currently underway. If that proves unsuccessful, other options will be explored.	Director of Resources

b) Annual Governance Statement issues arising from 2021/22 review, to be actioned in 2022/23

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	Issue	Action	Expected Outcome	Lead Officer (s)	Target Date
1	There is a budget gap for future years as identified in the Medium Term Financial Plan, which will be exacerbated by rising inflation.	<p>Ensure that there are effective processes to manage and monitor budgets and to plan and monitor savings.</p> <p>Review the MTFP to reflect the impact of rising inflation, the outcome of the Local Government Finance Settlement for 2023/24 and 2024/25 and following outcome of government's reviews of fair funding and business rates retention.</p> <p>Develop an action plan to maintain a sustainable balanced budget.</p>	Balanced budget for 2023/24 and Medium Term Financial Plan to be updated to address budget gap for future years.	Director of Resources	Updated Medium Term Financial Plan & Balanced Budget for 2023/24 by 1 March 2023
2	An internal audit review has identified that our arrangements for asset management need to be strengthened	Address the outstanding recommendation to reconcile assets of the property and financial systems and use a common property identifier on both systems.	Completion of reconciliation	Directors of Regulatory Services, Corporate & Customer Services and Resources	31 March 2023

3	An internal audit review of data protection arrangements has identified areas where improvements are required.	Address the implementation of outstanding recommendations from the internal audit review.	<ul style="list-style-type: none"> • Compliance with legislation and ICO guidance, reducing the risk of sanctions for non-compliance; • Raised awareness for employees and councillors; • Improved record keeping. 	Director of Corporate & Customer Services and the Director of Resources (Data Protection Officer)	31 March 2023
4	Internal audit resources have been insufficient to complete the internal audit plan	Ensure that appropriately trained auditors are in place to deliver the audit plan.	Audit resources be returned to adequate levels and the impact on the audit plan be monitored.	Director of Resources	31 December 2022
5	Weaknesses have been identified in arrangements for procurement and contract management	<p>Implement the recommendations from the independent review of waste management;</p> <p>Carry out a review of financial regulations and contract standing orders and, following that, raise employee awareness and provide training, guidance and support.</p>	<p>Future transformational and modernisation projects are adequately resourced;</p> <p>Improvements to arrangements for procurement / supplier contracts to mitigate the risk of a challenge and to ensure value for money.</p>	Corporate Leadership Team	31 December 2022
6	Arrangements for ensuring that systems are in place to meet grant conditions need to be strengthened	Review and strengthen Financial Regulations relating to grant conditions and raise employee awareness.	Improved monitoring of compliance with grant conditions, reducing the risk of claw back or non-payment of grant,	Director of Resources to review Financial Regulations then all Directors to raise awareness and ensure compliance.	31 December 2022

We propose over the coming year to take steps to address the significant governance issues identified in section 7b of this statement to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

Approved at a meeting of the Governance and Resources Committee held on **14 July 2022**.

Signed

Garry Purdy

Councillor Garry Purdy

Leader of the Council

Date: 14 July 2022

Paul Wilson

Paul Wilson

Chief Executive

Date: 14 July 2022

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

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. The Council does not have material items of Other Comprehensive Income and Expenditure which would subsequently be reclassified to the Surplus or Deficit on the Provision of Services when specific conditions are met.

2020/21			2021/22		
Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
£000s	£000s	£000s	£000s	£000s	£000s
402	-	402	435	(4)	431
16,425	(4,149)	12,276	12,980	(6,877)	6,103
2,160	(195)	1,965	2,718	(406)	2,312
2,172	(1,594)	578	2,585	(1,249)	1,336
4,193	(4,181)	12	2,731	(1,334)	1,397
2,551	(740)	1,811	2,708	(869)	1,839
13,159	(11,228)	1,931	11,876	(9,857)	2,019
41,062	(22,087)	18,975	36,033	(20,596)	15,437
1,741		1,741	1,826	(598)	1,228
633		633	422	(164)	258
	(16,516)	(16,516)		(14,221)	(14,221)
43,436	(38,603)	4,833	38,281	(35,579)	2,702
		(1,587)			(1,393)
		9,932			(8,542)
		8,345			(9,935)
		13,178			(7,233)

MOVEMENT IN RESERVES STATEMENT

This statement shows the movement in the year on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and '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 for the year.

	General Fund* Balance £000s	Earmarked Fund* Balance £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Total Usable Reserves £000s	Unusable Reserves £000s	Total Authority Reserves £000s
31st March 2020	(2,000)	(17,664)	(2,962)	(235)	(22,862)	(40,519)	(63,381)
Total Comprehensive Income and Expenditure	4,833		-	-	4,833	8,345	13,178
Adjustment to Unusable Reserves via Fixed Assets						(9,800)	(9,800)
Adjustments from income and expenditure charged under the accounting basis to funding basis (Note 10)	(8,137)		407	(1,026)	(8,756)	8,756	-
Transfer (to) / from Reserves (Note 24)	3,304	(3,304)	-	-	-	-	-
2020/21	-	(3,304)	407	(1,026)	(3,923)	7,301	3,378
31st March 2021	(2,000)	(20,968)	(2,555)	(1,261)	(26,788)	(33,215)	(60,003)
Total Comprehensive Income and Expenditure	2,702	-			2,702	(9,935)	(7,233)
Adjustments from income and expenditure charged under the accounting basis to funding basis (Note 10)	(1,505)		634	370	(501)	501	-
Transfer (to) / from Reserves (Note 24)	(3,231)	3,231	-	-	-	-	-
2021/22	(2,034)	3,231	634	370	2,201	(9,434)	(7,233)
31st March 2022	(4,034)	(17,737)	(1,921)	(891)	(24,587)	(42,649)	(67,236)

*General and Earmarked funds now split into separate elements

BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the authority. The net assets of the authority (assets less liabilities) are matched by the reserves held by the authority.

31st March 2021 £000s		Notes	31st March 2022 £000s
75,037	Property, Plant and Equipment	14	76,041
1,450	Investment Property	15	1,637
199	Intangible Assets	16	149
845	Long Term Investments	17	1,048
77,531	Long Term Assets		78,875
13	Inventories	18	12
14,877	Short Term Debtors	19	13,326
20,582	Cash and Cash Equivalents	20	26,287
-	Short Term Investments	17	-
35,472	Current Assets		39,625
(6)	Short Term Borrowing	17	(6)
(1,535)	Provisions	23	(1,964)
(17,246)	Short Term Creditors	22	(21,579)
-	Other Short Term Liabilities*		-
(18,787)	Current Liabilities		(23,549)
(82)	Provisions (>1 year)	23	(31)
(5,450)	Long Term Borrowing	17	(5,450)
(28,681)	Other Long Term Liabilities	40	(22,233)
(34,213)	Long Term Liabilities		(27,714)
60,003	Net Assets		67,237
(26,788)	Usable reserves	25	(24,587)
(33,215)	Unusable Reserves	26	(42,650)
(60,003)	Total Reserves		(67,237)

The financial statements were approved for issue on **20 July 2023** by the Director of Resources.

CASH FLOW STATEMENT

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

31st March 2021 £000s		31st March 2022 £000s
(4,833)	Net surplus or (deficit) on the provision of services	(2,702)
12,821	Adjustments to net surplus or (deficit) on the provision of services for non-cash movements (Note 27)	10,990
899	Adjustments for items included in the net surplus or (deficit) on the provision of services that are investing and financing activities (Note 27)	(1,829)
8,887	Net cash flows from Operating Activities	6,460
(805)	Investing Activities (Note 28)	(755)
(2,765)	Financing Activities (Note 29)	
5,317	Net increase or (decrease) in cash and cash equivalents	5,705
15,265	Cash and cash equivalents at the beginning of the reporting period	20,582
20,582	Cash and cash equivalents at the end of the reporting period (Note 20)	26,287

The cash flow statement has been prepared using the indirect method.

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a) General principles

The Statement of Accounts summarises the Council's transactions for the 2020/22 financial year and its position at the year-end of 31 March 2022. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit (England) Regulations 2015, to be prepared in accordance with proper accounting practices. These practices under Section 21 of the 2003 Act primarily comprise the *Code of Practice on Local Authority Accounting in the United Kingdom 2021/22* (the Code), supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under section 12 of the 2003 Act.

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

Where figures disclosed in the Statement of Accounts have been rounded to the nearest £'000, there is the potential for rounding errors and minor inconsistency when cross referencing due to inter-dependencies across different disclosures. These have been minimised as far as reasonably possible, whilst ensuring the robustness of values carried forwards and disclosures within the Core Statements carrying prominence.

b) Accruals of income and expenditure

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

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the balance sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

c) Cash and cash equivalents

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

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

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

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

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the authority'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.

e) Charges to revenue for non-current assets

Services accounts are debited with the following amounts to record the cost of holding fixed 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 fixed assets attributable to the service

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

f) Contingent liabilities

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

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

g) Council Tax and Non-Domestic Rates (NDR) income

Billing authorities act as agents, collecting council tax and non-domestic rates (NDR) on behalf of the major preceptors (including Government for NNDR) and, as principals, collecting council tax and NDR for themselves. Billing authorities are required by statute to maintain a separate fund (i.e. the Collection Fund) for the collection and distribution of amounts due in respect of council tax and non-domestic 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 NDR collected could be less or more than predicted.

Accounting for Council Tax and Non Domestic Rates (NDR)

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

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

h) Employee benefits

Benefits payable during employment

Short-term employee benefits are those due to be settled wholly within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave for current employees and are recognised as an expense for services in the year in which employees render service to the authority. An accrual is made for the cost of holiday entitlements (or other forms of leave such as flexi-time or time off in lieu) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the pay rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to the Surplus or Deficit on the provision of Services, but then reversed out through the Movement in Reserves Statement so that the holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

Termination benefits

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy and are charged on an accruals basis to the relevant service line in the Comprehensive Income and Expenditure Statement when the Authority can no longer withdraw the offer of those benefits. Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the authority 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

The Council's employees are part of the Local Government Pension Scheme, administered by Derbyshire County Council (the pension fund). The scheme provides defined benefits to members (in the form of retirement lump sums and pensions), earned as employees work for the Council.

- The liabilities of the Derbyshire County Council pension fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit cost method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates etc., and projections of earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate of 2.0% (2.3% in 2019/20). The discount rate is based on the indicative rate of return on high quality corporate bonds.
- The assets of Derbyshire County Council pension fund attributable to the Authority 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 pension liability is analysed into the following components.
 - **Service cost comprising:**
 - current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the 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 will be debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non-Distributed Costs.
 - net interest on the net defined benefit liability i.e. net interest expense for the authority – the change during the period in the net defined benefit liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure 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 at the beginning of the period, taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments.
 - **Re-measurement comprising:**
 - the return on plan assets – excluding amounts included in net interest on the net defined benefit liability – 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 Derbyshire County Council pension fund – cash paid as employer’s contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

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

Discretionary benefits

The Authority 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.

i) Events after the balance sheet date

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 event 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 to the accounts 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.

j) Financial instruments

The term ‘financial instrument’ covers both financial assets and financial liabilities and includes both the most straightforward financial assets and liabilities such as trade receivables and trade payables and the most complex ones such as derivatives and embedded derivatives. At the present time this Council does not use an external fund manager.

Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at 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 rate of interest is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

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

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Authority has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Financial Assets

Financial assets are classified based on a classification and measurement approach that reflects the business model for holding the financial assets and their cash flow characteristics.

There are three main classes of financial assets measured at:

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

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

Financial Assets Measured at Amortised Cost

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

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

Expected Credit Loss Model

The authority does not hold any financial assets at amortised cost requiring an expected credit loss to be applied. Only lifetime losses are recognised for trade receivables (debtors) held by the authority.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations.

Financial Assets Measured at Fair Value through Profit of Loss

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

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

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

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

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

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

Loans and Receivables

Loans and receivables are recognised in the Balance Sheet when the Authority 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 credits to the Financing Investment Income and Expenditure line of 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 loans the Authority has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement. The Council has not made any loans at less than market rates (soft loans).

k) Foreign Currency Translation

Where the Council has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date the transaction was effective.

l) Government grants and other 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 acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

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

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

m) Heritage Assets

The Council has a small number of heritage assets which are maintained for their historic value. Due to the lack of reliable historic information and lack of comparable data a meaningful value is not possible. Any future costs will be held on the balance sheet at historic cost. The Council's identified heritage assets include War Memorials and Churchyard Gates. These assets have indefinite lives and so are not depreciated. The Council has adopted a £25,000 de-minimis level for heritage assets and any assets identified below this level are not separately identified on the balance sheet and remain in their existing categories.

n) Intangible assets

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

Internally generated assets are capitalised where it is demonstrable that the project is technically feasible and is intended to be completed (with adequate resources being available) and the Authority will be able to generate future economic benefits or deliver service potential by being able to sell or use the asset. Expenditure is capitalised where it can be measured reliably as attributable to the asset and is restricted to that incurred during the development phase (research expenditure cannot be capitalised).

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

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Authority can be determined by reference to an active market. In practice, no intangible asset held by the Authority meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal

or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

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

o) Inventories and long term contracts

Inventories are included on the Balance Sheet at the lower of cost and net realisable value, calculated separately for each category of inventory. The cost of inventories is assigned using the First In, First Out costing formula.

The Council does not have any trading activities that generate income from long-term contracts.

p) Investment property

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

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

q) Leases

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

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

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

The Authority as Lessee

Finance Leases

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Council are added to the carrying amount of the asset. Premiums paid on

entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

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

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

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

Operating Leases

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

The Authority as Lessor

Finance Leases

The Authority does not grant any finance leases for property, plant and equipment.

Operating Leases

Where the Authority grants an operating lease over a property or an item or plant or equipment, the asset is retained in the Balance Sheet. Rental Income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. where a premium paid at the commencement of a 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.

r) Overheads and Support Services

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

s) 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 Authority and the cost of the item can be measured reliably.

Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

Measurement

Assets are initially measured at cost, comprising:

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

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

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). 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 Authority.

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

- Community assets and assets under construction – depreciated historical cost.
- All other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV). Where there is no market-based evidence in an active market of fair value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of fair value.
- The council has a £10,000 de minimis gross cost limit and does not recognise items below this threshold.

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

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end. The minimum frequency required by the Code of Practice is every five years, but Derbyshire Dales District Council's policy is to complete these revaluations every 3 years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

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

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

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

Impairment

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

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

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

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

Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without 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 calculated on the following bases:

- Buildings – straight-line allocation over the useful life of the property as estimated by the valuer
- Vehicles, plant, furniture and equipment – straight-line allocation over the useful life of the asset, as advised by a suitably qualified officer.
- Infrastructure Assets – straight-line allocation over the useful life of the asset, as advised by a suitably qualified officer. The ranges of asset lives currently used for these assets are:

Sewage Treatment plants 20/25 years
 Cemetery paths (Bakewell) – 25 years
 Bus station – 50 years
 Bridges and unadopted or access roads – 50 years
 ABC access road bridge – 100 years

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

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

Disposals and Non-current Assets Held for Sale

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

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

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

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on

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

Infrastructure assets are de-recognised at nil value in accordance with Regulation 30M England of the Local Authorities (Capital Finance and Accounting) (England/Wales) (Amendment) Regulations 2022.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. These receipts are required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment (or set aside to reduce the Authority's underlying need to borrow (the capital financing requirement)). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

t) 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 Statement of Income and Expenditure in the year that the council becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the balance sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed 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 authority settles the obligation.

u) Reserves

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

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

v) Revenue expenditure funded from capital under statute

Expenditure incurred during the year that may be capitalised under statutory provisions but does not result in the creation of non-current assets has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement

in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so there is no impact on the level of council tax.

w) Value Added Tax (VAT)

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

x) Interests in Companies and Other Entities

Derbyshire Dales District Council does not have any material interests in companies or other entities that have the nature of subsidiaries, associates and jointly controlled entities. Therefore, the Authority has not prepared group accounts.

y) Fair Value Measurement

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

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

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

When measuring the fair value of a non-financial asset, the authority 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 authority uses valuation techniques that are appropriate in the circumstances for which sufficient data is available, maximising the use of observable inputs and minimising the use of unobservable inputs.

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

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

2. ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT HAVE NOT YET BEEN ADOPTED

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard which has been issued but is yet to be adopted by the 2021/2022 Code.

The standards introduced by the 2021/22 Code and relevant for additional disclosures that will be required in the 2022/23 financial statements are:

- IFRS1 First time adoption will be amended in relation to foreign operations. The council does not have any foreign operations.
- IAS 37 Onerous contracts will be amended to clarify the intention.

- IAS41 Agriculture will be amended
- IAS16 Property, Plant and Equipment will be altered to require sales proceeds to be recognised as income before one of these assets are in use rather than deducted from cost.

The Council does not currently anticipate that any of the above will have a material impact on the financial statements.

3. ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY

The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority 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 Authority'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:

Item	Uncertainties	Effect if actual results differ from assumptions
Property, plant and equipment	Assets are depreciated on a straight line basis over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the authority will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of an asset is reduced, depreciation increases and the carrying amount of the asset falls. It is estimated that the annual depreciation charge for buildings would increase by £41,000 for every year that useful lives had to be reduced.
Provision for Insurance Claims	The Authority has made a provision for the settlement of insurance claims, based on the number of claims outstanding at the balance sheet date and the estimated settlement costs. It is not certain that all claims have been received by the authority (public liability claims must be made within three years of the accident or within three years of reaching the age of 18 in the case of claims involving children).	An increase of 10% in the total number of public liability claims would have the effect of adding £1,000 to the provision. The Authority has an insurances reserve that is available to finance any unknown future liabilities incurred where the Council has not externalised the insurance cover.
Provision for Business Rates Appeals	Local authorities are liable for their proportionate share of successful appeals against business rates charged to businesses. A provision has been recognised for the best estimate of this amount up to 31st March 2022. The estimate has been calculated using an analysis of existing threats and liabilities for claims against the VOA ratings list.	If more appeals were successful than estimated, the Council's liability would increase. If appeal costs increased by 10% the Council would require an additional £196,000 to be set aside as an allowance for its' proportionate share.
Pensions Liability	The estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discounts used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied.	See Pension Note.

Arrears – Sundry Debtors	At 31 March 2022, the Authority had sundry debtor invoice arrears of £997k. A review of the arrears, based on the age of the debts and the likely levels of collection, suggested that an impairment allowance of £96k was appropriate. However, in the current economic climate it is not certain that such an allowance would be sufficient.	If collection rates were to deteriorate, a doubling of the amount of the impairment of doubtful debts relating to debtor invoices would require an additional £96k to be set aside as an allowance.
Arrears – Housing Benefit Overpayments	At 31 March 2022, the Authority had arrears of £647k relating to Housing Benefit Overpayments. A review of the arrears, based on the age of the debts and the likely levels of collection, suggested that an impairment allowance of £70k was appropriate. However, in the current economic climate it is not certain that such an allowance would be sufficient.	If collection rates were to deteriorate, a doubling of the amount of the impairment of doubtful debts relating to housing benefit overpayments would require an additional £121,000 to be set aside as an allowance.
Fair Value Measurement	<p>When the fair value of financial assets and liabilities cannot be measured based on quoted prices in active markets (Level 1 inputs), valuation techniques such as quoted process for similar assets in active markets or discounted cash flows are used. Where possible, the inputs to the valuation are based on observable data, but where this is not possible, judgement is required in establishing fair values. Changes in assumptions used could affect the fair value.</p> <p>Where Level 1 inputs are not available, the authority uses relevant experts to identify the most appropriate valuation technique to determine fair value.</p> <p>Information about the valuation techniques used is disclosed in notes 14 & 16</p>	<p>The significant unobservable inputs used in the fair value measurement include management assumptions regarding rent growth, vacancy levels (for investment properties) and discount rates – adjusted for regional factors.</p> <p>Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for the investment properties and financial assets.</p>

4. CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in Note 1 the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:

Funding

There is a high degree of uncertainty about future levels of funding for local government. The Council has set aside amounts in provisions, working balances and reserves which it believes are appropriate for the local circumstances, taking into accounts the level of general fund spending, risks, robustness of estimates and past track record in financial management. However, the Council has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Council might be impaired as a result of a need to close facilities and reduce levels of service provision.

Asset valuations

The Council revalues its non-current assets using the fair value approach. The valuer exercises judgement to determine whether there is market based evidence that may be used for the valuation. Where there is

no such evidence, the Council has used the depreciated replacement cost method to calculate the fair value.

Asset componentisation

The Council has used components to assist in the valuation of its assets. The valuer has used his judgement to determine which assets should be componentised (allowing for a de-minimis level), and for those assets, which individual components it is appropriate to use.

Property, plant and equipment

The Council's assets are depreciated over useful lives on a straight Line Basis that depend on judgements such as the level of maintenance and improvements that will be undertaken and the economic consumption of the asset.

Leases

The assets used by the waste collection contractor were previously reviewed to determine whether they meet the criteria for an embedded lease. The previous contract commenced in August 2012 and expired in August 2020. The depot used by the contractor is not solely used by this Authority so this did not meet the criteria for an embedded lease. However, for vehicles, it has been determined that under the previous contract conditions there was an embedded finance lease. This Lease ended at the end of the 2020/21 financial year and the vehicles have since been replaced with new ones acquired by the Council and these have been duly recognised in the Balance Sheet. In assessing the lease the Council estimated the implied interest rate within the lease to calculate interest and principal repayments. This principal has been defrayed in full.

Some Council lands are leased to third parties. It has been determined that three of these properties are investment properties and that the associated leases are operating leases.

Investment Properties

Investment properties have been identified using the criteria of being held for rental income or for capital appreciation. These criteria are subject to interpretation.

Group Boundaries and Trust Funds

The group boundaries have been estimated using the criteria set out in the Code. Using those criteria the Council has not identified any entities that would require it to complete group accounts.

5. MATERIAL ITEMS OF INCOME AND EXPENSE

For 2021/22, there are no material items of income and expenses not already disclosed in the accounts.

6. EVENTS AFTER THE REPORTING PERIOD

The Statement of Accounts was authorised for issue by the Director of Resources on 20 July 2023. Events taking place after this date are not reflected in the financial statements or notes.

The Council is not aware of any events that occurred between the 31st March 2022 and this authorisation date that would require disclosure.

1. EXPENDITURE AND FUNDING ANALYSIS

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

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Net Expenditure Chargeable to the General Fund Balance	2020/21 Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund Balance	2021/22 Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
£000s	£000s	£000s		£000s	£000s	£000s
361	41	402	Chief Executive	340	91	431
4,778	7,498	12,276	Community and Environmental Services	2,542	3,561	6,103
1,778	187	1,965	Corporate Services	1,828	483	2,312
(355)	933	578	Housing Services	781	555	1,336
(161)	173	12	Regeneration and Policy	1,843	(446)	1,397
1,037	773	1,810	Regulatory Services	854	985	1,839
2,442	(511)	1,931	Resources	2,512	(493)	2,019
9,880	9,094	18,974	Net Cost of Services	10,701	4,737	15,437
(13,184)	(958)	(14,142)	Other income and expenditure	(9,506)	(3,229)	(12,735)
(3,304)	8,136	4,832	(Surplus) / Deficit	1,195	1,508	2,703
(19,664)			Opening General Fund Balance	(22,968)		
(3,304)			Less/Plus Surplus or (Deficit) on General Fund Balance in Year	1,195		
(22,968)			Closing General Fund Balance at 31st March	(21,773)		

2. NOTE TO THE EXPENDITURE AND FUNDING ANALYSIS

This note provides a reconciliation of the main adjustments to Net Expenditure Chargeable to the General Fund Balance to arrive at the amounts in the Comprehensive Income and Expenditure Statement. The relevant transfers between reserves are explained in the Movement in Reserves Statement.

2021/22				
Adjustments between Funding and Accounting Basis				
Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	Adjustments for Capital Purposes £000's	Net change for the Pensions Adjustments £000's	Other Differences £000's	Total Adjustments £000's
Chief Executive	2	80	9	91
Community and Environmental Services	2,793	1,027	(259)	3,561
Corporate Services	60	349	75	483
Housing Services	1,367	112	(924)	555
Regeneration and Policy	12	106	(564)	(446)
Regulatory Services	597	322	66	985
Resources	28	(490)	(31)	(493)
	-	-	-	
Net Cost of Services	4,859	1,505	(1,627)	4,737
Other income and expenditure from the Expenditure and Funding Analysis	(1,823)	589	(1,995)	(3,229)
Difference between General Fund (surplus) or deficit and Comprehensive Income and Expenditure Statement (Surplus) or Deficit on the Provision of Services	3,036	2,094	(3,622)	1,508

2020/21

Adjustments between Funding and Accounting Basis

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

	Adjustments for Capital Purposes £000's	Net change for the Pensions Adjustments £000's	Other Differences £000's	Total Adjustments £000's
Chief Executive	2	38	1	41
Community and Environmental Services	7,016	475	7	7,498
Corporate Services	6	170	11	187
Housing Services	875	55	3	933
Regeneration and Policy	118	51	4	173
Regulatory Services	607	156	10	773
Resources	65	(582)	6	(511)
Net Cost of Services	8,689	363	42	9,094
Other income and expenditure from the Expenditure and Funding Analysis	(5,595)	417	4,220	(958)
Difference between General Fund (surplus) or deficit and Comprehensive Income and Expenditure Statement (Surplus) or Deficit on the Provision of Services	3,094	780	4,262	8,136

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Adjustments for Capital Purposes

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 these 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.

Net Change for the Pensions 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 authority as allowed by statute and the replacement with current service costs and past service costs.
- For Financing and Investment Income and Expenditure – the net interest on the defined benefit liability is charged to the CIES.

Other Differences

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

- For Financing and Investment Income and Expenditure the other differences column recognises adjustments to the General Fund for timing differences for premiums and discounts
- The charge under Taxation and non-specific grant income and expenditure represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.
- Movements in Fair Value of investments through Financing and Investment Income and Expenditure.
- Accumulated Absence – value of untaken annual leave and lieu time.

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3. EXPENDITURE AND INCOME ANALYSED BY NATURE

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

Restated 2020/21 £000's	Expenditure/Income	2021/22 £000's
	Expenditure	
8,117	Employee benefits expenses	9,896
26,563	Other service expenses	24,034
6,791	Depreciation, amortisation, impairment	2,302
224	Interest payments	223
1,741	Precepts and levies	1,826
43,436	Total expenditure	38,281
	Income	
(7,929)	Fees, charges and other service income	(9,447)
(107)	Interest and investment income	(63)
(10,984)	Income from council tax and non-domestic rates	(11,311)
(19,583)	Government grants and contributions	(14,160)
-	Assets acquired below fair value	-
-	Gain on disposal of assets	(598)
(38,603)	Total income	(35,579)
4,833	(Surplus) / Deficit on the Provision of Services	2,702

4. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

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

2021/22	General Fund £'000s	Capital Receipts £'000s	Capital Grants £'000s	Unusable Reserves £'000s
Adjustments involving the Capital Adjustment Account:				
<i>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</i>				
Charges for depreciation and impairment of non-current assets	(2,410)			2,410
Amortisation of Intangible Assets	(80)			80
Revaluation losses	(528)			528
Capital grants and contributions applied			1,594	(1,594)
Revenue expenditure funded from capital under statute	(1,862)			1,862
Movement in fair value of investment properties	187			(187)
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	(6)			6
Assets acquired at less than fair value				-
<i>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement</i>				
Statutory provision for the repayment of debt	101			(101)
Capital expenditure charged against the General Fund Balance	1,612			(1,612)
Adjustments involving the Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the CIES	1,224		(1,224)	-
Movement in reserves during 2021/22				
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Capital Receipts Reserve	605	(605)		-
Use of the Capital Receipts Reserve to finance new capital expenditure		1,238		(1,238)
Adjustments involving the Financial Instrument Adjustment Account and Financial Instrument Revaluation Reserve				
Premiums and Discounts	111			(111)
Movement in fair value of financial instruments	204			(204)
Adjustments involving the Pensions Reserve:				
Amount by which pension costs calculated in accordance with IAS19 are different from the contributions due under the pensions scheme regulations	(2,094)			2,094
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax and NDR income included in the CIES is different from the amount taken to the General Fund balance	1,418			(1,418)
Adjustments involving the Accumulated Absences Account:				
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration payable in the year	13			(13)
Total Adjustments	(1,505)	634	370	501

2020/21

	General Fund £'000s	Capital Receipts £'000s	Capital Grants £'000s	Unusable Reserves £'000s
Adjustments involving the Capital Adjustment Account:				
<i>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</i>				
Charges for depreciation and impairment of non-current assets	(6,606)			6,606
Amortisation of Intangible Assets	(49)			49
Reversal of previous impairments/revaluation losses	-			-
Capital grants and contributions applied	1,495		1,075	(2,570)
Revenue expenditure funded from capital under statute	(2,033)			2,033
Movement in fair value of investment properties	(136)			136
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	-			-
Assets acquired at less than fair value	-			-
<i>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement</i>				
Statutory provision for the repayment of debt	99			(99)
Capital expenditure charged against the General Fund Balance	3,462			(3,462)
Adjustments involving the Capital Grants Unapplied Account:				
Capital grants and contributions unapplied credited to the CIES	607		(2,101)	1,494
Movement in reserves during 2020/21				
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the CIES	-	-		-
Use of the Capital Receipts Reserve to finance new capital expenditure		407		(407)
Adjustments involving the Financial Instrument Adjustment Account and Financial Instrument Revaluation Reserve				
Premiums and Discounts	111			(111)
Movement in fair value of financial instruments	(43)			43
Adjustments involving the Pensions Reserve:				
Amount by which pension costs calculated in accordance with IAS19 are different from the contributions due under the pensions scheme regulations	(780)			780
Adjustments involving the Collection Fund Adjustment Account:				
Amount by which council tax and NDR income included in the CIES is different from the amount taken to the General Fund balance	(4,220)			4,220
Adjustments involving the Accumulated Absences Account:				
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration payable in the year	(44)			44
Total Adjustments	(8,137)	407	(1,026)	8,756

5. OTHER OPERATING EXPENDITURE

2020/21 £'000s		2021/22 £'000s
1,741	Parish Precepts	1,826
-	(Gains) losses on the disposal of non-current assets	(598)
<u>1,741</u>		<u>1,228</u>

6. FINANCING AND INVESTMENT INCOME AND EXPENDITURE

2020/21 £'000s		2021/22 £'000s
224	Interest payable on debt	223
-	Interest element of finance lease	
417	Net interest on the pensions net defined benefit liability	589
(86)	Interest receivable and similar income	(63)
(101)	Income and expenditure in relation to investment properties	(101)
136	Movement in fair value of investment property	(187)
43	Movement in fair value of financial instruments	(204)
<u>633</u>		<u>257</u>

7. TAXATION AND NON SPECIFIC GRANT INCOME

2020/21 £'000s		2021/22 £'000s
(8,059)	Council tax income	(8,388)
(2,925)	Non-domestic rates distribution	(2,923)
	<i>Non-Ring-fenced Grants:</i>	
-	Lower Tier Services Grant	(72)
(631)	New Homes Bonus	(398)
(401)	Rural Services Delivery Grant	(421)
(938)	Covid-19 Emergency Local Authority Funding	
(896)	Covid-19 Sales, Fees & Charges Grant	
(564)	Other Non-ring-fenced grants	(796)
(607)	Disabled Facilities Grants	(602)
(1,495)	Capital grants and contributions	(622)
<u>(16,516)</u>		<u>(14,222)</u>

8. PROPERTY, PLANT AND EQUIPMENT

Property, Plant and Equipment	Land and Buildings £'000	Vehicles, Plant, Equipment £'000	Community Assets £'000	Infrastructure Assets (Restated) £'000	Surplus Assets £'000	Assets Under Construction £'000	Total £'000
31st March 2022							
Cost or Valuation							
1st April 2021	63,707	11,222	6,630	1,981	190		83,730
Adjustments		(3,055)					(3,055)
Opening Balance	63,707	8,167	6,630	1,981	190		80,674
Additions	1,036	1,103	187	168	0	42	2,537
Accumulated Depreciation & Impairment written off to gross carrying amount	(1,269)				(10)		(1,279)
Revaluation increases/(decreases) to Revaluation Reserve	1,391				8		1,399
Revaluation increases/(decreases) to (Surplus)/Deficit on provision of services	(718)				5		(713)
De-recognition - Disposals		(44)					(44)
Reclassifications	33		(20)		(13)		-
31st March 2022	64,179	9,225	6,797		181	42	82,573
Accumulated Depreciation and Impairment							
1st April 2021	(1,872)	(6,818)	-		(3)		(8,692)
Adjustments		2,546					2,546
Depreciation Charge	(1,203)	(428)		(57)	(8)		(1,696)
Impairment Losses/(Reversals) recognised in the Revaluation Reserve	(5)						(5)
Impairment Losses/(Reversals) recognised in the Surplus/Deficit on the Provision of Services	(1)						(1)
Accumulated Impairment Written off to gross carrying amount	1,269				10		1,279
De-recognition - Disposals		39					39
31st March 2022	(1,812)	(4,661)	-		-	-	(6,530)
Net Book Value							
31st March 2022	62,367	4,564	6,797	2,091	181	42	76,042
31st March 2021	61,836	4,404	6,630	1,980	188	-	75,037

In accordance with the temporary relief offered by the Update to the Code on infrastructure assets [Local Government Circular 09/2022 Statutory Override Accounting for Infrastructure Assets for Scottish Local Authorities] this note does not include disclosure of gross cost and accumulated depreciation for infrastructure assets because historical reporting practices and resultant information deficits mean that this would not faithfully represent the asset position to the users of the financial statements. The authority has chosen not to disclose this information as the previously reported practices and resultant information deficits mean that gross cost and accumulated depreciation are not measured accurately and would not provide the basis for the users of the financial statements to take economic or other decisions relating to infrastructure assets.

The authority has determined in accordance with Regulation 30M England of the Local Authorities (Capital Finance and Accounting) (England/Wales) (Amendment) Regulations 2022 that the carrying amounts to be derecognised for infrastructure assets when there is replacement expenditure is nil.

Property, Plant and Equipment	Land and Buildings £'000s	Vehicles, Plant, Equipment £'000s	Community Assets £'000s	Infrastructure Assets £'000s	Surplus Assets £'000s	Total £'000s
31st March 2021						
Cost or Valuation				Restated		
1st April 2020	58,761	8,064	6,562	2,017	187	75,591
Additions	95	2,672	48	21	-	2,836
Accumulated Depreciation & Impairment written off to gross carrying amount	(1,015)				(30)	(1,045)
Revaluation increases/(decreases) to Revaluation Reserve	10,739	-	20	-	60	10,819
Revaluation increases/(decreases) to (Surplus)/Deficit on provision of services	(4,873)	-	-	-	(27)	(4,900)
De-recognition - Disposals	-	(23)	-	-	-	(23)
Lease Vehicles		509				509
31st March 2021	63,707	11,222	6,630		190	83,787
Accumulated Depreciation and Impairment						
1st April 2020	(1,780)	(6,431)	-		-	(8,211)
Depreciation Charge	(1,106)	(400)	-	(57)	(32)	(1,596)
Depreciation written out to the Revaluation Reserve	890	-	-		30	920
Accumulated Impairment Written off to gross carrying amount	125					125
De-recognition - Disposals	-	13			-	13
31st March 2021	(1,872)	(6,818)	-		(3)	(8,749)
Net Book Value						
31st March 2021	61,836	4,404	6,630	1,980	188	75,038
31st March 2020	56,981	1,633	6,562	2,017	187	67,380

Depreciation

The measurement bases used for determining the gross carrying amount of property, plant and equipment are set out in Note 1 (s) Accounting Policies.

The following useful lives and depreciation rates have been used in the calculation of depreciation:

- Operational buildings – 1 to 60 years
- Vehicles, plant and equipment – 3 to 10 years

The depreciation methods used are set out in the Accounting Policies

Revaluations

The Council carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is revalued at least once every three years. For the year ending 31 March 2022 the Council revalued more than 50% of properties, including the Town Hall as part of its rolling programme. In addition, a review of the rebuild costs for assets relying on depreciated replacement cost valuations was undertaken to determine any further action required to materially impact on their valuations.

A review of assets was undertaken to determine if any impairment had taken place, and, where appropriate, values were amended. All valuations were carried out internally. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institute of Chartered Surveyor's Red Book. Plant and machinery is included in the valuation of buildings. The assumptions made in producing the various valuations are set out in a valuation report provided by the valuer.

	Land and Buildings £000's	Vehicles, Plant, Equipment £000's	Community Assets £000's	Infrastructure Assets £000's	Surplus Assets £000's	Assets Under Construction	Total £000's
Carried at historical cost	9,969	9,225	6,797	2,091			28,083
Valued at fair value as at:							-
31st March 2022	18,586				181	42	18,810
31st March 2021	35,623						35,623
31st March 2020							-
31st March 2019							-
31st March 2018							-
Total	64,179	9,225	6,797	2,091	181	42	82,516

Heritage Assets

The Council has a small number of heritage assets which are treated in accordance with the Council's accounting policies. All the heritage assets have indefinite lives and are therefore not subject to depreciation. The Council's identified heritage assets are as follows:

War memorials

The Council has 7 war memorials situated throughout the district. Due to their age, there is no reliable information as to their cost and the lack of comparable data does not afford a meaningful valuation. The assets are not separately identified on the balance sheet. Future identified measurements will be at historic cost.

Churchyard gates, St. Oswald's Church, Ashbourne

The original cost of these gates is unknown. The Council restored the gates in 1999/2000 at a cost of £19,000 and they are held on the balance sheet at this amount. A separate valuation has not been undertaken on this asset due to the lack of comparable data.

De minimis

The de minimis level for individual heritage assets is £25,000. Any assets identified below this level will remain in their existing categories (including those above).

9. INVESTMENT PROPERTY

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

2020/21 £'000s		2021/22 £'000s
(101)	Rental income from investment property	(101)
<u>(101)</u>	Net (gain) / loss	<u>(101)</u>

The Authority's investment properties are leased to third parties on terms ranging from 21 years to 125 years.

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

2020/21 £'000s		2021/22 £'000s
1,586	Balance at 1 April	1,450
(136)	Net gains / (losses) from fair value adjustments	187
<u>1,450</u>	Balance at 31 March	<u>1,637</u>

Fair Value Hierarchy

Details of the authority's investment properties and information about the fair value hierarchy are shown in the table below. There were no transfers between levels during the year.

2020/21		2021/22	
Significant unobservable inputs (Level 3) £000	Recurring fair value measurements:	Significant unobservable inputs (Level 3) £000	
1,450	Retail Ground Leases	1,637	
<u>1,450</u>	Total	<u>1,637</u>	

Valuation Techniques used to Determine Level 3 Fair Values for Investment Properties

The Council holds retail ground leases and leases land for car parking to a national retailer as investment properties, and these have been measured using the investment approach. As the measurement technique uses significantly unobservable inputs to determine the fair value measurements they have been categorised as Level 3 in the fair value hierarchy.

Highest and Best Use of Investment Properties

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

Valuation Techniques

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

The fair value of the authority's investment property is measured annually at each reporting date. All valuations are carried out internally, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

10. INTANGIBLE ASSETS

The Authority accounts for its software licences and some other licences as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. The intangible assets include only purchased licences, there are no items of internally generated software.

All software is given a finite useful life, based on the assessments of the period that the software is expected to be of use to the Authority. The useful life assigned to the major software suites used by the Authority is 4 years.

2020/21 £'000s		2021/22 £'000s
	Balance at 1 April:	
398	Gross Carrying Amounts	437
	Adjustment	(18)
(30)	Amount reclassified *	
368	Adjusted Gross Carrying Amount	419
(191)	Accumulated amortisation	(238)
23	Amount reclassified *	
(168)	Adjusted Accumulated Amortisation	(238)
200	Net carrying amount at 1 April	181
69	Additions	47
(70)	Amortisation for the period	(80)
<u>199</u>	Net carrying amount at 31 March	<u>148</u>
	Comprising:	
437	Gross carrying amounts	466
(238)	Accumulated amortisation	(318)

11. FINANCIAL INSTRUMENTS

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Non-exchange transactions, such as those relating to taxes, benefits and government grants, do not give rise to financial instruments.

Financial Assets

A financial asset is a right to future economic benefits controlled by the Council that is represented by cash, or a contractual right to receive cash or other financial assets or a right to exchange financial assets and liabilities with another entity that is potentially favourable to the Council. The financial assets held by the Council during the year are accounted for under the following classifications:

- Amortised cost (where cash flows are solely payments of principal and interest and the Council's business model is to collect those cash flows) comprising:
 - Cash in hand,
 - Bank current and deposit accounts with Lloyds bank,
 - Fixed term deposits,
 - Loans to other local authorities,
 - Certificates of deposit and covered bonds issued by banks and building societies,
 - Treasury bills and gilts issued by the UK Government,
 - Lease receivables
 - Trade receivables for goods and services provided.
- Fair value through other comprehensive income (when cash flows are solely payments of principal and interest and the Council's business model is to both collect those cash flows and sell the instrument). The Council does not currently hold any types of these instruments.
- Fair value through profit and loss (all other financial assets) comprising:
 - Pooled bond, equity and property funds managed by CCLA fund managers.

Financial assets held at amortised cost are shown net of a loss allowance reflecting the statistical likelihood that the borrower or debtor will be unable to meet their contractual commitments to the Council.

Financial Assets	Long-term				Short-term			
	Investments		Debtors		Investments		Debtors	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Amortised Cost								
Principal	-	-	-	-	-	-	1,225	1,332
Accrued Interest	-	-	-	-	-	-	-	-
Lease receivables	-	-	-	-	-	-	-	-
Cash and cash equivalents	-	-	-	-	20,582	26,287	-	-
Accrued Interest	-	-	-	-	-	-	-	-
Total amortised costs	-	-	-	-	20,582	26,287	1,225	1,332
Fair value through other Comprehensive Income	845	1,048	-	-	-	-	-	-
Accrued Interest	-	-	-	-	-	-	-	-
Total financial assets	845	1,048	-	-	20,582	26,287	1,225	1,332
Non-financial assets	-	-	-	-	-	-	13,652	11,994
Total financial assets	845	1,048	-	-	20,582	26,287	14,877	13,326

Non-financial assets include investment in fixed assets (property) and debtors for non-exchange transactions.

Financial Liabilities

A financial liability is an obligation to transfer economic benefits controlled by the Council and can be represented by a contractual obligation to deliver cash or financial assets or an obligation to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Council.

The majority of the Council's financial liabilities held during the year are measured at amortised cost and comprised:

- long-term loans from the Public Works Loan Board
- short-term loans from other local authorities
- trade payables for goods and services received.

Financial Liabilities	Long-term				Short-term			
	Borrowing		Creditors		Borrowing		Creditors	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Amortised Cost								
Principal	(5,450)	(5,450)	-	-	-	-	(2,385)	(3,098)
Accrued interest	-	-	-	-	(6)	(6)	-	-
Finance leases	-	-	-	-	-	-	-	-
Total Amortised Costs	(5,450)	(5,450)	-	-	(6)	(6)	(2,385)	(3,098)
Fair value through other Comprehensive Income								
	-	-	-	-	-	-	-	-
Total financial liabilities	(5,450)	(5,450)	-	-	(6)	(6)	(2,385)	(3,098)
Non-financial liabilities	(28,763)		-	-	-	-	(16,396)	(20,445)
Total financial liabilities	(34,213)	(5,450)	-	-	(6)	(6)	(18,781)	(23,543)

Non-financial liabilities include employee defined benefit obligations and creditors for non-exchange transactions.

Financial Instruments – Income, Expense, Gains and Losses

The Council holds units within the Church, Charities and Local Authority (CCLA) Property Fund. This investment was initially purchased at a bid price of £1m and has a fair value as at 31 March 2021 of £1,048K. This change in fair value has been recognised in the accounts. However a temporary, 5 year, statutory override has been introduced to reverse out the effect of fair value movements from the General Fund and transfer these to a new unusable reserve, the Financial Instrument Revaluation Reserve.

The Income and expense along with gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments consist of the following:

Income, Expense, Gains and Losses	2020/21 Surplus or Deficit on the Provision of Services £'000	2021/22 Surplus or Deficit on the Provision of Services £'000
Net gains/losses		
Financial assets measured at fair value through profit and loss	43	(204)
Total net gains/losses	43	(204)
Interest revenue from financial assets valued at amortised cost	(87)	(63)
Interest expense for financial assets valued at amortised cost	224	223
Total expense	137	160

The Council has no movements in financial instrument fair value recognised in Other Comprehensive Income and Expenditure.

Financial Instruments – Fair Values

One of the Councils financial assets is measured at fair value on a recurring basis, and is shown in the following table including the valuation technique used.

Financial assets measured at fair value				
Recurring fair value measurements	Input level in fair value hierarchy	Valuation technique used to measure fair value	2020/21 £'000	2021/22 £'000
CCLA Property Fund	Level 1	Unadjusted quoted prices in active markets for identical shares	845	1,048

Fair values are shown in the table above, split by their level in the fair value hierarchy:

- Level 1 – fair value is only derived from quoted prices in active markets for identical assets or liabilities, e.g. bond prices
- Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability, e.g. interest rates or yields for similar instruments
- Level 3 – fair value is determined using unobservable inputs, e.g. non-market data such as cash flow forecasts or estimated creditworthiness.

Except for the financial assets carried at fair value, in the table above, all other financial assets and liabilities held by the Council are carried at amortised cost. The fair value of other long term loans have been

discounted at market rate for similar instruments with similar remaining terms to maturity on 31st March. No early repayment or impairment has been recognised.

Financial assets measured at fair value				
	2020/21		2021/22	
	Carrying amount £'000	Fair value £'000	Carrying amount £'000	Fair value £'000
Trade debtors	1,225	1,225	1,332	1,332
Cash and cash equivalents	20,582	20,582	26,287	26,287
Short term investments	-	-	-	-
	21,807	21,807	27,619	27,619

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

Financial liabilities measured at fair value				
	2020/21		2021/22	
	Carrying amount £'000	Fair value £'000	Carrying amount £'000	Fair value £'000
Financial Liabilities				
Held at amortised cost:				
Long term PWLB loans	(5,450)	(8,440)	(5,450)	(7,005)
Lease payables	-	-	-	-
Trade creditors	(2,385)	(2,385)	(3,098)	(3,098)
Short term borrowing	(6)	(6)	(6)	(6)
	(7,841)	(10,831)	(8,554)	(10,109)

The fair value of financial liabilities held at amortised cost is higher than their balance sheet carrying amount because the authority's portfolio of loans includes a number of loans where the interest rate payable is higher than the current rates available for similar loans as at the Balance Sheet date. This shows a notional future loss arising from the commitment to pay interest to lenders above current market rates. The fair value of short-term financial assets held at amortised cost, including trade receivables, is assumed to approximate to the carrying amount.

Financial Instruments – Risks

The Council complies with CIPFA's Code of Practice on Treasury Management and Prudential Code for Capital Finance in Local Authorities, both revised in December 2017.

In line with the Treasury Management Code, the Council approves a treasury Management Strategy before commencement of each financial year. The Strategy sets out the parameters for the management of risks associated with financial instruments.

The Treasury Management Strategy includes an Investment Strategy in compliance with the Ministry for Levelling Up, Housing and Communities Guidance on Local Government Investments. This Guidance emphasises that priority is to be given to security and liquidity, rather than yield. The Council's Treasury Management Strategy seeks to achieve a suitable balance between risk and return or cost.

The main risks covered are:

- **Credit Risk:** The possibility that the counterparty to a financial asset will fail to meet its contractual obligations, causing a loss to the Council.
- **Liquidity Risk:** The possibility that the Council might not have the cash available to make contracted payments on time.
- **Market Risk:** The possibility that an unplanned financial loss will materialise because of changes in market variables such as interest rates or equity prices.

Credit Risk: Treasury Investments

The Council manages credit risk by ensuring that treasury investments are only placed with organisations of high credit quality as set out in the Treasury Management Strategy. These include commercial entities with a minimum long-term credit rating of A-, the UK government, other local authorities, and organisations without credit ratings upon which the Council has received independent investment advice. Recognising that credit ratings are imperfect predictors of default, the Council has regard to other measures including credit default swap and equity prices when selecting commercial entities for investment.

The Council has set a number of limits as per the table below to manage credit risk:

	<u>Cash Limits</u>
Lloyds Bank (Council's Bankers)	£6m
Any single organisation, except the UK Central Government	£3m each
UK Central Government	unlimited
Any group of organisations under the same ownership	£3m per group
Any group of pooled funds under the same management	£5m per manager
Negotiable instruments held in a broker's nominee account	£5m per broker
Foreign Countries	£2m per country
Registered Providers	£5m in total
Unsecured Investments with Building Societies	£3m in total
Loans to unrated corporates	£2m in total
Money Market Funds	£12m in total
Real estate investment trusts	£5m in total

The table below summarises the credit risk exposures of the Council's treasury investment portfolio by credit rating and remaining time to maturity:

2021/22 Credit rating	Long-term £000's	Short-term £000's
A+	-	794
AAA	-	23,500
Central Government	-	2,000
Credit risk not applicable	1,048	(7)
Total Financial Assets	1,048	26,287

Credit Risk – Trade Receivables

Loss allowances on trade receivables have been calculated by reference to the Council's historic experience of default. It is anticipated future events will not materially affect the Council's recovery performance. Receivables are written off to the Surplus or Deficit on the Provision of Services when they are considered irrecoverable and all enforcement activity has been exhausted.

Liquidity Risk

The Council has ready access to borrowing at favourable rates from the Public Works Loan Board and other local authorities, and at higher rates from banks and building societies. The Council has one PWLB Loan for £5,450,000. There is no perceived risk that the Council will be unable to raise finance to meet its commitments. The PWLB loan matures in 34 years in 2056.

Market Risks: Interest Rate Risk

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

- Borrowings at fixed rates – the fair value of the liabilities will fall
- Investments at fixed rates – the fair value of the assets will fall

Investments measured at amortised cost and loans borrowed are not carried at fair value, so changes in their fair value will have no impact on the Comprehensive Income and Expenditure Statement.

If all interest rates had been 1% higher (with all other variables held constant) the financial effect would be a change in interest received of £228,860.

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

Market Risks: Price Risk

The market prices of the Council's fixed rate bond investments and its units in pooled bond funds are governed by prevailing interest rates and the price risk associated with these instruments is managed alongside interest rate risk.

The Council's investment in a pooled property fund is subject to the risk of falling commercial property prices. This risk is limited by the Council's maximum exposure to property investments of £5m. A 5% fall in commercial property prices at 31st March 2022 would result in a £49,620 (2021: £42,500) charge to the Surplus or Deficit on the Provision of Services which is then transferred to the Financial Instrument Revaluation Reserve (FIRR).

12. INVENTORIES

	Balance at 1 April £'000s	Purchases £'000s	Recognised as expense in year £'000s	Balance at 31 March £'000s
Caddy Liners				
2020/21	23	21	(31)	13
2021/22	13	2	(3)	12

13. DEBTORS

2020/21 £'000s		2021/22 £'000s
1,225	Trade Debtors	901
334	Council Tax Payers - Derbyshire Dales share	371
522	Business Ratepayers Derbyshire Dales share	398
	Payments in Advance	431
12,796	Other Entities and Individuals	11,225
<u>14,877</u>		<u>13,326</u>

14. CASH AND CASH EQUIVALENTS

2020/21 £'000s		2021/22 £'000s
4,582	Cash and Bank	787
16,000	Money Market Funds	23,500
-	Local Authorities	-
-	UK Government	2,000
<u>20,582</u>		<u>26,287</u>

15. ASSETS HELD FOR SALE

At the 31st March 2022 the Council had no assets meeting the definition of Held for Sale.

16. CREDITORS

2020/21 £'000s		2021/22 £'000s
(2,385)	Trade Creditors	(3,098)
(149)	Council Tax	125
(143)	Business Rates	(290)
-	Income in Advance	(5,189)
(14,569)	Other Entities and Individuals	(13,127)
<u>(17,246)</u>		<u>(21,579)</u>

17. PROVISIONS

Insurance claims

The Insurances Provision was established to provide for claims that are pending in respect of uninsured losses, arising where there is no externally provided cover, such as where quotations from external insurers are not cost effective when compared with the value of claims likely to be made. Also covered are losses falling within the levels of excess on all other policies. All of the insurance claims are individually insignificant. They relate to personal injuries where the Authority is alleged to be at fault (e.g. through a failure to repair a car park properly) or vehicle accidents. Provision has been made for those claims where it is deemed probable that the Authority will have to make a settlement, based on past experience of court decisions about liability and the amount of damages payable. It is not clear when all the outstanding claims will be settled as some, especially personal accident claims involving minors, can take several years to settle. The Authority may be reimbursed by its insurers for amounts above its excess and, where there is reasonable assurance that this will be so, the income has been recognised.

The Council has also received a new insurance claim during 2020/21 attributable to the now defunct Matlock Urban District Council, an organisation who no longer exist and was replaced by the District Council in 1974. The contents of this claim are sensitive in nature, but there is a probability that a settlement will be made. Accordingly a provision has been made at the value of £32k as advised by external solicitors acting on the Council's behalf.

NDR Backdated Appeals

The Council is carrying a provision of £1.964m (£1.0535m in 2020/21) for the repayment of any successful NDR appeals upheld by the Valuation Office Agency (VOA). Prior to the introduction of the Retained Business Rate Scheme the cost of these appeals was met by the national pool administered by central government, and during 2019/20 the Council is liable for 40% of the cost of appeals. The timing of these appeals is uncertain and outside the control of the Council as they are dependent upon reviews of cases conducted by the VOA.

	Long Term Insurances £'000s	Short Term NDR Appeals £'000s	Total £'000s
1st April 2020	(60)	(1,088)	(1,148)
Additional provisions made in 2020/21	(37)	(732)	(769)
Amounts used in 2020/21	15	285	300
31st March 2021	(82)	(1,535)	(1,617)
Additional provisions made in 2021/22	-	(776)	(776)
Amounts used in 2021/22	1	347	348
Provision released in 2021/22	50	-	50
31st March 2022	(31)	(1,964)	(1,995)

18. TRANSFERS TO / FROM EARMARKED RESERVES

This note sets out the amounts set aside from the General Fund balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2021/22.

	Balance at 1st April 2021 £'000s	Receipts in year £'000s	Payments in year £'000s	Balance at 31st March 2022 £'000s	Movement 2021/22 £'000s	Movement 2020/21 £'000s
- Business Rate Fluctuations	(716)	-	-	(716)	-	(44)
Capital Programme Carsington Improvements	(1,710)	-	576	(1,134)	576	(97)
Committed Expenditure Corporate Plan Priority Reserve	(335)	(161)	16	(480)	(145)	164
COVID Funding Reserve	(201)	-	-	(201)	-	201
Customer Innovation Project	(608)	-	565	(43)	565	-
Economic Development	(153)	(200)	105	(248)	(95)	(126)
Elections	(281)	-	53	(228)	53	(18)
Funding Uncertainties	(128)	(30)	-	(158)	(30)	30
Information Technology	(508)	-	-	(508)	-	17
Insurances	(372)	-	64	(308)	64	(50)
Investment Fund	(464)	-	-	(464)	-	-
Job Evaluation	(563)	-	-	(563)	-	(2)
Local Plan Member / Officer Indemnity	(150)	-	-	(150)	-	-
Revenue Grants Unapplied	(206)	(50)	56	(200)	6	(2)
Vehicle Renewals	(25)	-	-	(25)	-	-
Waste Fluctuations Reserve	(13,385)	(4,151)	6,536	(11,000)	2,385	315
Waste Vehicle Reserve	(573)	(150)	-	(723)	(150)	(17)
	(555)	-	-	(555)	-	(157)
	(3)	(142)	145	-	3	(2,497)
Grand Total	(20,970)	(4,885)	8,115	(17,739)	3,231	(2,283)

Reserves are held for the following purposes:

Reserve	Purpose
Business Rate Fluctuations Reserve	To provide funds that can be used to meet future losses in non-domestic rates.
Capital Programme	For future application to finance capital schemes.
Carsington Improvements	To finance new or improved facilities for visitors to Carsington Reservoir or to mitigate any adverse effect on the locality caused by the development of the reservoir or the attraction of visitors to it, after consultations with Severn Trent Water.
Committed Expenditure	To finance expenditure committed in the Council's accounts as at 31st March but not yet due.
Covid Funding Reserve	To provide funding for future pressures relating to or resulting from Covid 19.
Customer Innovation Project	To procure and implement a customer platform that integrates with existing systems to enable us to drive channel shift and to deliver easier, faster and better customer service. To provide our customers with an improved, user friendly and accessible means of accessing and paying for services electronically and promote a culture of 'digital by choice' for all customer interactions.
Economic Development	To finance economic development schemes within the District.
Elections	To finance future District Council elections, by spreading the estimated costs annually.
Funding Uncertainties	To provide finance to meet the immediate requirements of a balanced budget including if future funding is lower than reasonably anticipated.
Information Technology	To acquire items of information and communications technology, such as personal computers and telephony and in connection with the Council's IT strategy.
Insurances	To finance any unknown future liabilities incurred where the Council has not externalised the insurance cover, mainly where quotations from external insurers are not cost effective when compared to the value of claims likely to be made such as for terrorism. Also covered are losses falling within the levels of excess on all other policies and levies under the Municipal Insurance Ltd Scheme of Arrangement (see note 40).
Investment Fund	To provide funds that can be used to finance schemes that will result in future ongoing savings.
Job Evaluation	To finance the extra costs of Job Evaluation reviews.
Local Plan	To finance the costs of the Council's Local Plan by spreading cost annually.
Member / Officer Indemnity	This reserve provides for risks not covered by insurance. The main risks comprise acts or omissions found to be ultra vires and defence costs of criminal proceedings.
Revenue Grants Unapplied	The balance of grants received but not yet spent, set aside to finance expenditure in future years.
Vehicle Renewals	To fund the replacement of the Council's vehicle fleet. The balance on this reserve has been re-examined based on the current fleet of vehicles.
Ward Member Budgets	Set aside for Ward Members to use for the benefit of their communities over their four year term of office.
Waste Fluctuations	To smooth the impact of changes in recycling prices on the new waste contract.
Waste Vehicle Reserve	Funding for vehicles required for the new waste fully utilised in 2021/22.

19. USABLE RESERVES

Movements in the Authority's usable reserves are detailed in the Movement in Reserves Statement. The table below shows the balances at 31 March:

2020/21 £'000s		2021/22 £'000s
	<u>Revenue Accounts</u>	
(2,000)	General Fund	(4,035)
	<u>Earmarked Reserves</u>	
(2,286)	Capital	(1,858)
(18,682)	Revenue	(15,881)
(20,968)		(17,739)
	<u>Other</u>	
(2,555)	Capital Receipts Reserve	(1,921)
(1,261)	Capital Grants Unapplied	(892)
(26,784)	Total Usable Reserves	(24,587)

20. UNUSABLE RESERVES

2020/21 £'000s		2021/22 £'000s
(35,696)	Capital Adjustment Account	(36,239)
(35,096)	Revaluation Reserve	(35,794)
3,882	Financial Instruments Adjustment Account	3,771
28,681	Pensions Reserve	22,233
4,744	Collection Fund Adjustment Account	3,326
155	Financial Instruments Revaluation	(48)
114	Accumulated Absences Reserve	101
(33,216)	Total Unusable Reserves	(42,650)

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive

Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Authority as finance for the costs of acquisition, construction and enhancement.

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

2020/21 £'000s		2021/22 £'000s
(58,228)	Balance at 1 April	(35,696)
	Adjust Opening Balance	527
	Reversal of Items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
	Charges for depreciation and impairment of non-current assets	2,410
6,606		
49	Amortisation of intangible assets	80
136	Movement in fair value of investment properties	(187)
2,033	Revenue expenditure funded from capital under statute	1,862
-	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	6
8,824		4,171
(619)	Historic Cost depreciation transfer from Revaluation Reserve	
(12)	Revaluation Reserve balances written off on disposed assets	
19,382	Adjustment between Revaluation Reserve and Capital Adjustment Account	(695)
27,575	Movement in Fixed Assets recognised in year	
	Net written out amount of the cost of non-current assets consumed in the year	3,476
	Capital financing applied in the year:	
(407)	Use of the Capital Receipts Reserve to finance new capital expenditure	(1,238)
(1,075)	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(1,594)
(99)	Statutory provision for the financing of capital investment charged against the General Fund Balance	(101)
(3,462)	Capital expenditure charged against General Fund balances	(1,612)
(5,043)		(4,546)
-	Movements in the market value of investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	-
<u>(35,696)</u>	Balance at 31 March	<u>(36,239)</u>

Revaluation Reserve

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

- Revalued downwards or impaired and the gains are lost
- Used in the provision of services and the gains are consumed through depreciation, or
- Disposed of and the gains 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.

Restated 2020/21 £'000s		2021/22 £'000s
Restated (14,759)	Balance at 1 April	(35,096)
(3,619)	Upward revaluation of assets	(2,541)
2,033	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	1,148
619	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(1,393)
12	Difference between fair value depreciation and historical cost depreciation	
12	Accumulated gains on assets sold or scrapped	
<u>(19,382)</u>	Adjustment between Revaluation Reserve and Capital Adjustment Account	<u>695</u>
(18,751)	Amount written off to Capital Adjustment Account	695
<u>(35,096)</u>	Balance at 31 March	<u>(35,794)</u>

Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefitting from gains per statutory provisions. The Authority uses the Account to manage premiums paid on the early repayment of loans, which were redeemed in 2003/04. Premiums are excluded from the Comprehensive Income and Expenditure Statement but included in the Movement in Reserves Statement. Over time, the expense is posted back to the General fund Balance in accordance with statutory arrangements for spreading the burden on council tax. In this Authority's case, the period to charge the premium is 50 years.

2020/21 £'000s		2021/22 £'000s
3,993	Balance at 1 April	3,882
(111)	Proportion of premiums incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	(111)
<u>3,882</u>	Balance at 31 March	<u>3,771</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 Authority accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the authority makes employer's contributions to the pension fund or eventually pays any pension 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 Authority has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time that the benefits come to be paid.

2020/21 £'000s		2021/22 £'000s
17,969	Balance at 1 April	28,681
9,932	Re-measurements of net defined liability	(8,542)
2,316	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	3,694
(1,536)	Employer's pensions contributions payable in the year	(1,600)
<u>28,681</u>	Balance at 31 March	<u>22,233</u>

Collection Fund Adjustment Account

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

2020/21 £'000s		2021/22 £'000s
524	Balance at 1 April	4,744
177	Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory arrangements	(88)
4,043	Amount by which Business Rate income credited to the Comprehensive Income and Expenditure Statement is different from business rate income calculated for the year in accordance with statutory arrangements	(1,330)
<u>4,744</u>	Balance at 31 March	<u>3,326</u>

As highlighted previously the balance as at 31st March 2022 includes the deficit of the Councils share of the Collection Fund. Central Government awarded Section 31 grant to Councils to offset this deficit which was recognised in the General Fund in 2021/22, but won't be recognised in the Collection Fund until 2022/23. In 2022/23 this will be transferred from the Collection Fund Adjustment Account to the General Fund, and will be offset with the release from Earmarked Reserves.

Financial Instrument Revaluation Reserve

The Financial Instrument Revaluation Reserve contains the gains made by the Council arising from increases in the value of its investments that are measured at fair value through other comprehensive income. The balance is reduced when investments with accumulated gains are:

- revalued downwards or impaired and the gains lost
- disposed of and the gains are realised.

The Ministry for Levelling Up, Housing and Communities introduced a statutory override following the adaptation of IFRS9 to protect the General Fund balance from any movements in fair value of quoted investment funds. In the Council's case, this applies to its investment in the CCLA Property Fund. This override expires on 31 March 2023 and, unless extended, all fair value movements in this investment will impact the General Fund balance.

2020/21 £'000s		2021/22 £'000s
112	Balance at 1 April	155
43	Movement of Financial Instruments held under fair value through Profit and Loss	(204)
<u>155</u>	Balance at 31 March	<u>(49)</u>

Accumulated Absences Account

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

2020/21 £'000s		2021/22 £'000s
70	Balance at 1 April	114
(70)	Settlement or cancellation of accrual made at the end of the preceding year	(114)
114	Amounts accrued at the end of the current year	101
<u>114</u>	Balance at 31 March	<u>101</u>

21. CASH FLOW STATEMENT – OPERATING ACTIVITIES

The cash flows for operating activities include the following items:

2020/21 £'000s		2021/22 £'000s
76	Interest received	164
(224)	Interest paid	(223)
30	Dividends received	
<u>(118)</u>	Total	<u>(59)</u>

The net (surplus)/deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

2020/21 £'000s		2021/22 £'000s
3,000	Proceeds from short-term and long-term investments	-
-	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(605)
(2,101)	Any other items for which the cash effects are investing or financing cash flows	(1,224)
<u>899</u>	Total	<u>(1,829)</u>

The net (surplus)/deficit on the provision of services has been adjusted for the following non-cash movements:

2020/21 £'000s		2021/22 £'000s
1,706	Depreciation	2,410
4,900	Impairment and revaluations	527
49	Amortisation	80
4,836	Increase/Decrease in Creditors excl. investment and financing	4,333
(131)	Increase/Decrease in Debtors excl. investment and financing	1,551
10	Increase/Decrease in Inventories	1
780	Movement in Pension Liability	2,094
23	Carrying amount of non-current assets and non-current assets held for sale, sold or derecognised	6
648	Other non-cash items charged to the net surplus or deficit on the provision of services	(12)
<u>12,821</u>	Total	<u>10,990</u>

22. CASH FLOW STATEMENT – INVESTING ACTIVITIES

2020/21 £'000s		2021/22 £'000s
(2,984)	Purchase of property, plant and equipment, investment property and intangible assets	(2,584)
-	- Purchase of short-term and long-term investments	-
-	- Other Payments for investing activities	-
-	- Proceeds from the sale of property, plant and equipment, investment property and intangible assets	605
2,179	Other receipts from investing activities	1,224
<u>(805)</u>	Net cash flows from investing activities	<u>(755)</u>

23. CASH FLOW STATEMENT – FINANCING ACTIVITIES

2020/21 £'000s		2021/22 £'000s
-	- Cash payments for the reduction of a finance lease liability	-
(2,765)	Other payments for financing activities	-
<u>(2,765)</u>	Net cash flows from financing activities	<u>-</u>

24. ACQUIRED AND DISCONTINUED OPERATIONS

The Authority has no operations that have been acquired or discontinued in 2020/21 or 2021/22.

25. AGENCY SERVICES

The Council operates as an agent for Derbyshire County Council in respect of verge mowing. In 2021/22 the expenditure was £202,990. In 2020/21 expenditure was £199,000.

In 2021/22 the Council acted as an agent for Central Government, Derbyshire County Council and Derbyshire Fire Authority in collecting Non-Domestic Rates, and as an agent for major precepting authorities in collecting their shares of council tax. The council also acted as agent for Central Government in the distribution of Covid grants.

26. EXTERNAL AUDIT COSTS

The Authority paid the following fees relating to external audit:

2020/21 £'000s		2021/22 £'000s
36	Audit Fee	44
8	Housing Benefits assurance work	8
44	Total Fees	52

27. MEMBERS' ALLOWANCES

Members allowances paid during 2021/22 amounted to £230,463 (2020/21 £234,169). In addition, travel expenses amounting to £2,976 were paid (2020/21 <£1,000).

28. EXIT PACKAGES AND TERMINATION BENEFITS

Exit Packages cost band	Number of compulsory		Number of other		Total number of exit packages by cost band		Total cost of exit packages in each band	
	redundancies		departures agreed					
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21 £'000s	2021/22 £'000s
£0 - £20,000	-	-	2	-	2	-	1	-
Total	-	-	2	-	2	-	1	-

29. OFFICERS' REMUNERATION

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

Post Holder		Salary, Fees and Allowances £	Benefits in Kind £	Employer's Pension Contributions £	Total Remuneration £
Chief Executive	2021/22	110,978	-	16,203	127,181
	2020/21	114,171	-	15,650	129,821
Director of Resources	2021/22	75,257	-	10,987	86,244
	2020/21	75,665	-	10,798	86,463
Director of Regeneration & Policy	2021/22	67,991	-	9,927	77,918
	2020/21	69,641	-	9,756	79,397
Director of Corporate Services*	2021/22	64,629	-	9,436	74,065
	2020/21	24,687	-	2,060	26,747
	2020/21	39,786	-	5,808	45,594
Director of Regulatory Services	2021/22	68,491	-	10,000	78,491
	2020/21	66,253	-	9,556	75,809
Director of Community & Environmental Services	2021/22	68,491	-	10,000	78,491
	2020/21	67,145	-	9,799	76,944
Director of Housing	2021/22	57,931	-	8,458	66,389
	2020/21	54,807	-	8,002	62,809

*The Director of Corporate Services retired on 9/8/21 & was replaced on 10/8/21

The Council has the following other employees whose remuneration exceeded £50,000 excluding employer's pension contributions, during the 2021/22 financial year.

Remuneration	2020/21	2021/22
£50,000 to £54,999	3	2
	<u>3</u>	<u>2</u>

30. GOVERNMENT AND NON GOVERNMENT GRANTS

The Authority credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in the year:

Restated 2020/21 £'000s		2021/22 £'000s
	Credited to Taxation and Non-specific Grant Income	
(401)	Revenue Support Grant (inc. Rural Services Delivery Grant)	(421)
(631)	New Homes Bonus	(398)
(607)	Disabled Facilities Grants	(602)
(2,925)	Retained Business Rates	(2,923)
(8,059)	Council Tax Income	(8,388)
(3)	Flooding	
(399)	Covid-19 New Burdens Funding	
(938)	Covid-19 Emergency Local Authority Funding	
(896)	Covid-19 Sales, Fees & Charges Grant	
(77)	Council Tax Income Guarantee Scheme	
(85)	New Burdens Funding	
(1,495)	Recognised Capital Grants & Contributions	(622)
	Lower Tier Services Grant	(72)
	Other Non-Ring Fenced Grant	(796)
(16,516)		(14,222)
	Credited to Services	
	Government Grants	
(10,199)	Rent Allowances	(9,055)
(104)	Discretionary Housing Payments	(82)
(189)	Housing and Council Tax Benefits Administration	(177)
(147)	NNDR Cost of Collection	(153)
(13)	Elections Grants	-
(15)	IER Grant	-
(43)	New Burdens	(71)
(94)	Homelessness Grants	(167)
(118)	NRLF Leisure Grant	(2)
-	LADS Programme	(12)
(27)	Compliance & Enforcement Grant	-
-	Contain Outbreak Management Fund	(76)
-	Omicron Additional Restrictions Grant	(194)
(60)	Neighbourhood Planning	-
-	DEFRA & FSA Food Information Grant	(3)
-	Welcome Back Fund	(70)
(58)	Reopening the High Street	
-	Redmond Review Implementation	(15)
(4,036)	COVID-19 Discretionary Business Grants	(1,043)
(31)	COVID-19 Self Isolation Payments	(52)
(338)	COVID-19 Council Tax Hardship Fund	-
(54)	COVID-19 Track & Trace	(77)
(15,526)		(11,249)
(32,042)	Total Grants	(25,471)

31. CAPITAL EXPENDITURE AND FINANCING

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

2020/21 £'000s		2021/22 £'000s
5,651	Opening Capital Financing Requirement	5,552
	Capital Investment	
2,911	Property, Plant and Equipment	2,584
2,033	Revenue expenditure Funded from capital	1,862
-	Adjustment for asset acquired at less than fair value	-
	Sources of finance	
(407)	Capital receipts	(1,239)
(1,075)	Other grants and contributions	(1,594)
(3,462)	Direct revenue contributions	(1,613)
(99)	Minimum revenue provision	(101)
5,552	Closing Capital Financing Requirement	5,451
	Explanation of movements in year	
(99)	Increase /(Decrease) in underlying need to borrow (unsupported by government financial assistance)	(101)
(99)	Increase / (Decrease) in Capital Financing Requirement	(101)

32. RELATED PARTIES

The Authority 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 has significant influence over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides much of the Council's funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. council tax bills and housing benefits). Grants received from government departments are set out in the subjective analysis in Note 36.

Members of the Council have direct control over the Council's financial and operating policies. The total of members' allowances paid in 2021/22 is disclosed in Note 33. There are a number of Councillors who serve on outside bodies that receive some form of financial support from Derbyshire Dales District Council. During 2021/22 the following payments were made to the organisations in which members have an interest:

- Monsal Head community toilets (£3,500)

The decision regarding this payment was taken by officers under delegated authority.

A small number of related party disclosures have not been received from Members. Efforts are ongoing to obtain this information before the Final Statement of Accounts is published.

Members of the Corporate Leadership Team (CLT) were also asked to disclose any relevant interests; The spouse of a member of CLT works for Nottingham Community Housing Association (NCHA) as a Project Manager in the Housing Development Team. The Council provides capital grant to NCHA for the development of affordable housing within the district. There have been no specific payments to projects being worked on by the spouse, though other payments have been made for other schemes with NCHA, managed by other staff at NCHA. In the prior year, the Council entered into a contract with NCHA to provide development services leading to a new supply of Council Housing, this has continued this year. The spouse has extensive knowledge of housing issues in the district and is working on several sites for the Council programme. Development opportunities are emerging but the spouse is line managed by a Development Manager at NCHA and the programme itself is subject to the usual internal processes of NCHA associated with Homes England grant. In recognition of this relationship, the Officer does not present any reports to Committee relating to NCHA, instead the Rural Housing Enabler takes such reports.

33. LEASES

Derbyshire Dales District Council as Lessee

Finance leases

The Council currently has no finance leases. The Council has recently decided to purchase Waste vehicles outright instead of by lease arrangement, with replacement vehicles purchased during 2021/22.

Operating leases

The Council rents land for use as Car Parking. The leases range from a period of 5 to 125 years.

The Council has acquired its Multifunctional Devices by entering into an operating lease with a life of 3 years.

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

2020/21 £'000s		2021/22 £'000s
125	Not later than one year	118
471	Later than one year and not later than five	471
6,479	Later than five years	6,349
<u>7,075</u>	Total Operating Lease Payments	<u>6,938</u>

Derbyshire Dales District Council as Lessor

Finance leases

The Council does not lease out any assets on finance leases.

Operating leases

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

- for the provision of community services, such as sports facilities, tourism services and community centres
- for economic development purposes to provide suitable, affordable accommodation for local businesses.

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

2020/21 £'000s		2021/22 £'000s
(208)	Not later than one year	(204)
(735)	Later than one year and not later than five	(735)
(6,725)	Later than five years	(6,530)
<u>(7,668)</u>	Total Operating Leases receivable	<u>(7,469)</u>

The minimum lease payments receivable do not include rents that are contingent upon events taking place after the lease was entered into, such as adjustments following rent reviews.

34. POST EMPLOYMENT BENEFITS: DEFINED BENEFIT PENSION SCHEME

Participation in pension scheme

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

The Council participates in the Local Government Pension Scheme (LGPS), which is administered by Derbyshire County Council. This is a funded defined benefit final salary scheme, meaning that the Council and participating employees pay contributions into a fund, calculated at a level that is intended to balance the pension liabilities with investment assets.

Transactions relating to retirement benefits

The Authority 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 we are required to make against the council tax (determined by statute) is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement.

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

2020/21 £000s	Comprehensive Income and Expenditure Statement	2021/22 £000s
	<i>Service Cost</i>	
1,899	Current service cost	3,105
-	Past service cost (including curtailments)	-
-	Effect of Settlements	
1,899	Total Service Costs	3,105
	<i>Financing and Investment income and Expenditure</i>	
(1,301)	Interest Income on plan assets	(1,361)
1,718	Interest cost on defined benefit obligation	1,950
417	Total Net Interest	589
2,316	Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	3,694
	<i>Re-measurements of the Net Defined Liability Compromising</i>	
(10,534)	Return on plan assets excluding amounts included in net interest	(3,777)
19,965	Actuarial Losses arising from changes in financial assumptions	(1,452)
1,195	Actuarial Losses arising from changes in demographic assumptions	(5,520)
(694)	Other	2,207
9,932	Total re-measurements recognised in other comprehensive income	(8,542)
12,248	Total Post- Employment Benefits Charged to the Comprehensive Income and Expenditure Statement	(4,848)
	Movement in Reserves Statement	
(2,316)	Reversal of net charges made to the Surplus or Deficit for the Provision of Services	(3,694)
1,536	Employer's contributions payable to scheme	1,600

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

2020/21 £000s		2021/22 £000s
68,261	Fair Value of employer assets	75,070
(95,887)	Present value of funded liabilities	(96,334)
(1,055)	Present value of unfunded liabilities	(969)
(28,681)	Net Liability Arising from Defined Benefit Obligation	(22,233)

Some of the scheme liabilities are “unfunded”. This means that they are not a liability of the Local Government Pension Scheme and are instead met by the employer out of its own financial resources. At this Council, unfunded liabilities are mostly Compensatory Added Years benefits awarded to current pensioners when they first retired and they are all wholly unfunded.

Basis for estimating assets and liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Hymans Robertson LLP, an independent firm of actuaries, has assessed the pension scheme liabilities with estimates for the Council being based on the latest valuation of the scheme as at 31st March 2022.

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

2020/21 £000s		2021/22 £000s
74,745	Opening fair value of scheme liabilities	96,942
1,899	Current service cost	3,105
-	Past Service Cost	
-	Effect of Settlements	
1,718	Interest cost	1,950
370	Contributions from scheme participants	399
	Re-measurement gain	
19,965	Actuarial Losses arising from changes in financial assumptions	(1,452)
1,195	Actuarial Losses arising from changes in demographic assumptions	(5,520)
(694)	Other	4,164
(2,256)	Benefits Paid	(2,285)
96,942	Closing Fair Value of Scheme Liabilities	97,303

Reconciliation of fair value of the scheme (plan) assets:

2020/21 £000s		2021/22 £000s
56,776	Opening Fair value of scheme assets	68,261
1,301	Interest Income	1,361
-	Effect of Settlements	-
10,534	Return on plan assets excluding amounts included in net interest	3,777
-	Other	1,957
1,536	Contributions from employer	1,600
370	Contributions from employees into the scheme	399
(2,256)	Benefits paid	(2,285)
68,261	Closing Fair Value of Scheme Assets	75,070

Pension Scheme Assets Comprised:

31st March 2022					
Asset Category	Quoted Prices in Active Markets £'000	Quoted Prices not in active markets £'000	Total £'000	Percentage of Total Assets	Sub Total Percentage of Total Assets
Equity Securities:					
Consumer	297	-	297	0.4%	
Manufacturing	191	-	191	0.3%	
Energy and Utilities	95	-	95	0.1%	
Financial Institutions	143	-	143	0.2%	
Health and Care	197	-	197	0.3%	
Information Technology	269	-	269	0.4%	
Other	2,628	-	2,628	3.5%	5.1%
Debt Securities:					
Corporate Bonds (investment Grade)	4,649	5,122	9,771	13.0%	
UK Government	6,300	-	6,300	8.4%	
Other	1,333	-	1,333	1.8%	23.2%
Private Equity:					
All	1,403	2,201	3,604	4.8%	4.8%
Real Estate:					
UK Property	403	5,514	5,917	7.9%	7.9%
Investment Funds & Unit Trusts:					
Equities	22,334	12,434	34,768	46.3%	
Infrastructure	1,569	4,617	6,186	8.2%	54.5%
Cash and Cash Equivalents:					
All	0	3,373	3,373	4.5%	4.5%
Totals	41,811	33,261	75,072	100.0%	100.0%

31st March 2021				
Asset Category	Quoted Prices in Active Markets £'000	Quoted Prices not in active markets £'000	Total £'000	Percentage of Total Assets
Equity Securities:				
Consumer	1,156	-	1,156	2%
Manufacturing	673	-	673	1%
Energy and Utilities	245	-	245	0%
Financial Institutions	516	-	516	1%
Health and Care	605	-	605	1%
Information Technology	937	-	937	1%
Other	13,726	-	13,726	20%
Debt Securities:				
Corporate Bonds (investment Grade)	-	8,879	8,879	13%
UK Government	5,755	-	5,755	8%
Other	1,222	-	1,222	2%
Private Equity:				
All	1,031	1,504	2,535	4%
Real Estate:				
UK Property	-	5,184	5,184	8%
Investment Funds & Unit Trusts:				
Equities	18,256	-	18,256	27%
Infrastructure	994	3,239	4,233	6%
Cash and Cash Equivalents:				
All	-	4,339	4,339	6%
Totals	45,116	23,145	68,261	100%

The significant assumptions used by the actuary have been:

Mortality Assumptions	31-Mar-22	31-Mar-21
Longevity at 65 for current pensioners		
Men	21.3	21.3
Women	24.3	23.9
Longevity at 65 for future pensioners		
Men	22.2	22.5
Women	25.8	25.8

Financial Assumptions	31-Mar-22	31-Mar-21
Pension Increase Rate (CPI)	3.20%	2.85%
Salary Increase Rate	4.20%	3.55%
Discount Rate	2.70%	2.00%

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analysis below based on reasonable possible changes to the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice this is unlikely to occur and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e., on an actuarial basis using the projected unit cost method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Change in Assumptions at 31 March 2022	Approximate % Increase to Employer Liability	Approximate Monetary Amount (£000)
0.1% decrease in Real Discount Rate	2%	1,796
1 year increase in member life expectancy	4%	3,892
0.1% increase in the Salary Increase Rate	0%	283
0.1% increase in the Pension Increase Rate	2%	1,496

Impact on the Authority's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Council has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over the next 3 years. Funding levels are monitored on an annual basis. The last triennial valuation was completed on 31 March 2022.

The liabilities show the underlying commitments that the council has in the long run to pay post-employment (retirement) benefits. The total liability of £22,233,000 has a substantial impact on the net worth of the council as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the council remains healthy:

- the deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e., before payments fall due), as assessed by the scheme actuary; and
- finance is only required to be raised to cover discretionary benefits when the pensions are actually paid.

The council anticipates paying contributions of £1,451,000 to the scheme in 2022/23.

35. CONTINGENT LIABILITIES

Housing Stock Transfer Warranties

As part of the Housing Stock Transfer in March 2002, the Council gave warranties for sewers and environmental pollution to Dales Housing. The environmental warranty means that the Council is responsible for the remediation costs of environmental pollution at any of the transferred properties until March 2033. At 31st March 2022 the cost of remediation work is estimated at £3.6m. No claims have been received to date. The risk of the warranty being called is considered to be low. No specific financial provision has been made in the accounts at this time, but the situation will be monitored annually.

Municipal Mutual Insurance

In 1992, Municipal Mutual Insurance Ltd (MMI), then the principal insurer of local government, avoided insolvency by entering a Scheme of Arrangement. The “arrangement” with creditors enabled MMI to pay outstanding claims on the basis that, should there be insufficient assets, participating creditors would be subject to “claw back” of previously paid claims. On the basis of a potential £30m share of surplus funds at the time, Derbyshire Dales District Council, along with 728 other authorities, participated in the scheme. In the case of this council the “claw back” is limited to a maximum of £141,121. The directors of MMI triggered the Scheme of Arrangement on 13 November 2012. In 2013 MMI’s administrators informed the Council that under the Scheme of Arrangement an initial levy of 15% of total claim payments was required. The scheme administrators advised the Council that the 15% levy amounted to £21,168. The Levy Notice and demand for payment were issued in 2013/14 and the sum of £21,168 was paid during the year. In 2016 a further levy of 10% of total claim payments was required which amounted to £14,112. As at 31 March 2022 the Levy was calculated as £35,280 therefore no further levy is due at this time.

Business Rates Appeals

The Council has made a provision for business rate appeals based upon its best estimates of the liability at the 31st March for appeals already lodged. It is not possible to quantify the appeals that have not yet been lodged with the Valuation Office Agency (VOA). This means that there is a risk that national and local appeals may have a future impact on the Council’s accounts.

36. ERNEST BAILEY TRUST

The Council is the Trustee of the Ernest Bailey Charity. It discharges its functions as Trustee through a Committee, comprised of the ward members for the area of benefit from the Charity. The fund has not been consolidated in the accounts of the Council. At the 31st March 2022 it has invested £150,000 with the Council and receives interest. The value of the investment does not represent an asset of the authority and so has not been included in the balance sheet. The table below sets out the working balance of the Charity. The proceeds from this trust fund may only be used for charitable purposes for the benefit of the inhabitants of the Matlock area (which includes Darley Dale, Tansley, Matlock Bath and Cromford).

31st March 2021 £'000s		31st March 2022 £'000s
10	Balance at 1st April	10
0	Interest on Investment	0
1	Additional Donation	1
<u>11</u>	Total	<u>11</u>
(1)	Less: Grants	(3)
<u><u>10</u></u>	Balance at 31st March	<u><u>8</u></u>

OTHER FINANCIAL STATEMENTS

THE COLLECTION FUND

INTRODUCTION

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

The national code of practice followed by Local Authorities in England stipulates that a Collection Fund Income and Expenditure account is shown as a separate statement in the Council's Statement of Accounts. The Collection Fund balance sheet meanwhile is incorporated into the Council's consolidated balance sheet.

Accounting Policies for the Collection Fund

- Precepts for major preceptors and the billing authority's demand on the fund are paid out of the Collection Fund and credited to the Comprehensive Income and Expenditure Account Statements of the respective precepting and billing authorities. However, the transactions presented in the Collection Fund Statement are limited to the cash flows permitted by statute for the full financial year, whereas each authority will recognise income on a full accruals basis (i.e. sharing out the full surplus or deficit on the Collection Fund at the end of the year, even though it will be distributed to or recovered from the authorities in a subsequent financial year).
- Parish precepts are paid from the General Fund of billing authorities and are disclosed on the face of the Comprehensive Income and Expenditure Account Statement.

2020/21 £000s Council Tax	2020/21 £000s NDR	2020/21 £000s Total		2021/22 £000s Council Tax	2021/22 £000s NDR	2021/22 £000s Total
			Income			
(56,743)	-	(56,743)	Income receivable from Council Tax payers	(59,287)	-	(59,287)
-	(9,694)	(9,694)	Income collectable from Business Ratepayers	-	(13,935)	(13,935)
(329)	(533)	(862)	Transitional protection payments	(49)	(221)	(270)
-	-	-	Contribution towards previous year's est. deficit	(701)	(9,873)	(10,574)
(57,072)	(10,227)	(67,299)	Total Income	(60,038)	(24,029)	(84,067)
			Expenditure			
			Precepts and Demands:			
8,133	-	8,133	- Derbyshire Dales District Council	8,399	-	8,399
40,249	-	40,249	- Derbyshire County Council	41,459	-	41,459
			- Police and Crime Commissioner for Derbyshire	7,242	-	7,242
6,759	-	6,759	- Derbyshire Fire and Rescue	2,376	-	2,376
2,318	-	2,318	Business Rates Paid on Account:			
			- Payments to Derbyshire Dales District Council	-	7,671	7,671
-	7,570	7,570	- Payments to Derbyshire County Council	-	1,726	1,726
-	1,694	1,694	- Payments to Derbyshire Fire Authority	-	192	192
-	189	189	- Payments to Government	-	9,589	9,589
-	9,477	9,477	Transfers to General Fund:			
-	147	147	- Cost of Collection for Business Rates	-	153	153
-	320	320	- Business Rates from Renewable Energy	-	193	193
			Contribution towards previous year's est. surplus	-	-	-
728	-	728	Bad and Doubtful Debts:			
137	125	262	- Allowance for impairment	(56)	(241)	(297)
-	1,119	1,119	- Provision for appeals	-	1,071	1,071
58,324	20,641	78,965	Total Expenditure	59,421	20,354	79,774
1,252	10,414	11,666	(Increase)/decrease for the year	(617)	(3,675)	(4,292)
			Collection Fund Balance			
226	(1,416)	(1,190)	Surplus / (deficit) brought forward at 1 April	(1,026)	(11,830)	(12,856)
(1,252)	(10,414)	(11,666)	Increase/(decrease) for the year (as above)	617	3,675	4,291
(1,026)	(11,830)	(12,856)	Surplus / (deficit) carried forward	(409)	(8,155)	(8,565)
			Allocated to:			
-	(5,915)	(5,915)	- Central Government	-	(4,077)	(4,077)
(145)	(4,732)	(4,877)	- Derbyshire Dales District Council	(58)	(3,262)	(3,319)
(718)	(1,065)	(1,783)	- Derbyshire County Council	(286)	(734)	(1,020)
			- Police and Crime Commissioner for Derbyshire	(50)	-	(50)
(122)	-	(122)	- Derbyshire Fire Authority	(16)	(82)	(98)
(41)	(118)	(159)				
(1,026)	(11,830)	(12,856)		(409)	(8,155)	(8,564)

Business Rates

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

The business rates shares payable for 2021/22 were estimated before the start of the financial year as £1,726,000 to Derbyshire County Council, £192,000 to Derbyshire Fire Authority, £7,671,000 to Derbyshire Dales District Council and £9,589,000 to Central Government. These sums have been paid in 2021/22 and charged to the collection fund in year.

The actual business rates collected during 2021/22 differed significantly to the estimated amounts as a consequence of the Covid-19 pandemic and the granting of rate reliefs to retail, hospitality and leisure and nursery businesses. The Council was compensated for this by way of Section 31 grants, which have been transferred to Earmarked Reserves to offset the deficit which will be recognised in 2022/23.

Council Tax

The council tax base is the amount that setting a Council Tax of £1 for a band D property (the standard band) would raise in revenue. The tax base for 2021/22 was calculated as follows:

Band	Number of Dwellings on valuation list	Number of Dwellings, adjusted for discounts, exemptions and reliefs	Ratio to Band D	Equivalent number of Band D full charge properties	Council Tax Base (assuming 99.2% collection rate)
X*	-	2.28	5/9	1.27	1.25
A	3,527	2,181.37	6/9	1,454.25	1,442.57
B	7,427	5,684.43	7/9	4,421.22	4,385.85
C	7,531	6,413.22	8/9	5,700.64	5,655.04
D	5,672	5,155.64	9/9	5,155.64	5,114.41
E	5,080	4,708.83	11/9	5,755.24	5,709.19
F	3,093	2,901.11	13/9	4,190.49	4,156.99
G	2,104	1,980.72	15/9	3,301.20	3,274.81
H	134	119.02	18/9	238.04	236.06
Total	34,568	29,146.62		30,217.99	29,976.17

* Properties in Band A that receive disabled relief.

In 2021/22 the Council set an overall Band D Council Tax of £1,984.14 (£1,926.31 for 2020/21).

2020/21		2021/22
£s		£s
1,349.34	Derbyshire County Council	1,383.07
226.60	Derbyshire Police Authority	241.60
77.73	Derbyshire Fire & Rescue	79.27
214.27	Derbyshire Dales District Council	219.27
1,867.94		1,923.21
58.37	Average parish council	60.93
1,926.31	Average Band D Council Tax	1,984.14

AUDIT REPORT

Independent auditor's report to the members of Derbyshire Dales District Council

Report on the audit of the financial statements

Opinion on the financial statements

We have audited the financial statements of Derbyshire Dales District Council ("the Council") for the year ended 31 March 2022, which comprise the Comprehensive Income and Expenditure Statement, Movement in Reserves Statement, Balance Sheet, Statement of Cash Flows, notes to the financial statements including a summary of significant accounting policies and the Collection Fund. 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 Council as at 31st March 2022 and of its expenditure and income for the year then ended; and
- have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities section of our report. We are independent of the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and 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

In auditing the financial statements, we have concluded that the Director of Resources' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. 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 Council'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.

Our responsibilities and the responsibilities of the Director of Resources with respect to going concern are described in the relevant sections of this report.

Other information

The Director of Resources is responsible for the other information. The other information comprises the other 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 this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Director of Resources for the financial statements

As explained more fully in the Statement of the Director of Resources' Responsibilities, the Director of Resources 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, and for being satisfied that they give a true and fair view. The Director of Resources is also responsible for such internal control as the Director of Resources determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Director of Resources is required to comply with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 and prepare the financial statements on a going concern basis on the assumption that the functions of the Council will continue in operational existence for the foreseeable future. The Director of Resources is responsible for assessing each year whether or not it is appropriate for the Council to prepare its accounts on the going concern basis and disclosing, as applicable, matters related to going concern.

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.

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. Based on our understanding of the Council we identified that the principal risks of non-compliance with laws and regulations related to the Local Government Act 2003 (and associated regulations made under section 21), the Local Government Finance Acts of 1988, 1992 and 2012, and the Accounts and Audit Regulations 2015, and we considered the extent to which non-compliance might have a material effect on the financial statements.

We evaluated the Director of Resources' incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, management bias through judgements and assumptions in significant accounting estimates and significant one-off or unusual transactions.

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to:

- discussing with management and the Governance and Resources Committee the policies and procedures regarding compliance with laws and regulations.
- communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- considering the risk of acts by the Council which were contrary to applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- making enquiries of management and the Governance and Resources Committee on whether they had knowledge of any actual, suspected or alleged fraud;
- gaining an understanding of the internal controls established to mitigate risks related to fraud;
- discussing amongst the engagement team the risks of fraud; and
- addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management and the Governance and Resources Committee. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

We are also required to conclude on whether the Director of Resources' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. We performed our work in accordance with Practice Note 10: Audit of financial statement and regularity of public sector bodies in the United Kingdom, and Supplementary Guidance Note 01, issued by the National Audit Office in September 2021.

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

Report on the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources

Matter on which we are required to report by exception

We are required to report to you if, in our opinion, we are not satisfied that the Council 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 this respect.

Responsibilities of the Council

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

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

We are required under section 20(1)(c) of the Local Audit and Accountability Act 2014 to satisfy ourselves that the Council 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 Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We have undertaken our work in accordance with the Code of Audit Practice, having regard to the guidance issued by the Comptroller and Auditor General in December 2021.

Matters on which we are required to report by exception under the Code of Audit Practice

We are required by the Code of Audit Practice to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014;
- we make a recommendation under section 24 of the Local Audit and Accountability Act 2014; or
- we exercise any other special powers of the auditor under sections 28, 29 or 31 of the Local Audit and Accountability Act 2014.

We have nothing to report in these respects.

Use of the audit report

This report is made solely to the members of Derbyshire Dales District Council, as a body, in accordance with part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 44 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 members of the Council 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 members of the Council, as a body, for our audit work, for this report, or for the opinions we have formed.

Delay in certification of completion of audit

We cannot formally conclude the audit and issue an audit certificate until we have completed:

- the work necessary to issue our assurance statement in respect of the Council's Whole of Government Accounts consolidation pack

[Signature]

Gavin Barker
Director

For and on behalf of Mazars LLP
The Corner
Bank Chambers
26 Mosley Street
Newcastle Upon Tyne. NE1 1DF

Date: to be confirmed

GLOSSARY OF TERMS

Accounting Period

The period of time covered by the accounts. Normally this is the 12 months commencing on 1 April and finishing on 31 March the following year. The end of the accounting period is the Balance Sheet date.

Accrual

A sum included in the final accounts to cover income or expenditure attributable to an accounting period for goods or services received but not paid for by the end of the accounting period, or for payments or income in advance

Agency

The provision of services by one local authority (the agent) on behalf of the responsible body. The Authority carrying out agency services is reimbursed by the responsible body to the extent of approved expenditure together with any agreed contribution towards administrative costs.

Appropriation

The transfer of ownership of land or a building between one service and another.

Auditor

An independent expert who examines the Council's processes and accounts to ensure that statutory requirements and non-statutory Codes of Practice have been followed.

Balance Sheet

This shows the financial position of the Council as a whole (excluding amounts attributable to the Ernest Bailey Trust Fund) and summarises its assets, liabilities and reserves as at the end of the accounting period.

Budget

A statement of the Council's policies and spending plans for net revenue and capital expenditure over a specified period of time.

Capital Charge

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

Capital Expenditure

Expenditure on the acquisition of a fixed asset or expenditure that enhances and not merely maintains the value of an existing fixed asset, such as land and buildings.

Capital Receipts

The proceeds from the disposal of land or other fixed assets and repayment of certain grants and advances. Capital receipts can be used to finance new capital expenditure within rules set down by the Government, but they cannot be used to finance revenue expenditure.

Code (of Practice)

Within the context of this document, this refers to the Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 (the Code) published by the Chartered Institute of Public Finance and Accountancy (CIPFA). The Code specifies the principles and practices of accounting that must be followed to prepare a set of accounts that “presents fairly” the financial position of a Council.

Collection Fund

A separate account, required by statute, to show the transactions of a billing authority in relation to Council Tax and Non-Domestic Rates (NDR).

Community Assets

Assets that the Council intends to hold in perpetuity, that have no determinable useful lives, and that may have restrictions on their disposal. Examples of community assets are parks and historic buildings.

Contingency

A condition which exists at the balance sheet date, where the outcome will be confirmed only on the occurrence or non-occurrence of one or more uncertain future events.

Creditors

Amounts owed by the Council to others for work done, goods received or services rendered by suppliers for which payment has not been made at the balance sheet date.

Current Assets

Assets whose value tends to vary on a day-to-day basis, e.g. physical stockholdings, cash and bank balances. It is reasonable to expect that assets under this head on a balance sheet will be consumed or realised during the next accounting period.

Current Liabilities

Amounts which will become payable or could be called in within the next accounting period, e.g. creditors.

Debtors

Amounts due to the Council from others for goods and services that have been received but not paid for at the balance sheet date.

Deferred Liabilities

These are items shown on the balance sheet that reflect amounts owed to others, where the sums are payable over future financial years.

Deferred Premium

This is an amount due to be paid by an authority on the early redemption of debt where losses have been made. It can arise as part of a restructuring package and can be written off to revenue over the life of the replacement loans.

Depreciation

This is a charge made to the revenue account each year that reflects the reduction in value of fixed assets due to age or deterioration through usage.

Earmarked Reserves

Amounts put aside to meet specific liabilities in the future.

Embedded Lease

A contractual arrangement involving the provision of services using specific underlying assets, for example refuse collection vehicles held by the contractor.

Financial Year

The Council's financial year commences on 1st April and finishes on 31st March the following year.

Finance Lease

A lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee. The Government's capital control system treats this as a credit arrangement, as if it were similar to borrowing.

Financial Instruments Adjustment Account

This provides a balancing mechanism between the different rates at which gains and losses (such as premiums on the early repayment of debt) are recognised under the SORP and are required by statute to be met from the General Fund.

FRS

This refers to Financial Reporting Standards, which set out the proper accounting practices with which the Council must comply when preparing its accounts.

General Fund

The statutory revenue account of the Council which summarises the cost of all services provided by the Council which are funded from the precept, government grants and other income.

General Reserves

Amounts put aside, but not allocated to meet, any future spending commitments. The Council's General Reserves include a working balance of £1m to meet emergencies and contingencies, and to assist with cash flow.

Government Grants

Part of the cost of the Council's services is paid for by central government from its own tax income. These grants are of two main types. Some (Specific Grants and Supplementary Grants) are for particular services such as Housing Benefits. Others are in aid of services generally such as the Rural Services Delivery Grant.

Impairment

The reduction in the value of a fixed asset caused by a change in circumstances such as a decline in market value, physical damage, obsolescence etc. The impairment must be written off to the Comprehensive Income and Expenditure Account.

Liquid Resources

Current asset investments that are readily disposable by the Council without disrupting its business and are either readily converted to known amounts of cash at or close to the carrying amount, or traded in an active market.

Minimum Revenue Provision

The minimum amount which must be charged to an authority's revenue account each year, as a provision to repay borrowing and finance leases.

Net Book Value

The amount at which fixed assets are included (valued) in the Balance Sheet i.e. their historical cost or their current value less the cumulative amounts provided for depreciation.

Net Current Replacement Cost

The cost of replacing or recreating a fixed asset in its existing condition or existing use.

Net Debt

The Council's borrowings less cash and liquid resources.

Net Realisable Value

The open market value of the asset in its existing use.

Net Worth

This represents the Council's reserves and balances, both capital and revenue.

Non-Current Assets

Items that have a monetary value and are expected to yield benefits to the Council and the services it provides for a period of more than one year. Examples of fixed assets are land, buildings and vehicles. The amounts shown in the Balance Sheet are the current valuations less depreciation.

Non Distributed Costs

These are central costs that are unapportionable over service heads. For example certain retirement benefits and unused shares of IT facilities and other assets

Operating Lease

A lease other than a finance lease. This type of lease, usually for office equipment, is similar to renting and does not come into the Government's capital control system. Ownership of the asset must remain with the lessor.

Precept

The levying of an amount by one authority that requires another authority to collect income on its behalf. The Council's Collection Fund meets the precepts from the County Council, Police Authority and Fire and Rescue Service as well as making a payment to the Council's own General Fund. Precepts raised by Town and Parish Councils are paid from the Council's General Fund.

Provisions

A liability of uncertain timing or amount.

Prudential Code

Prudential Code for Capital Accounting in Local Authorities. To ensure within a clear framework that the capital investment plans of local authorities are affordable, prudent and sustainable. A further key objective is to ensure that the Treasury Management decisions are taken in accordance with good practice.

Public Works Loans Board

A central government agency, which provides loans to local authorities.

Residual Value

The net realisable value of an asset at the end of its useful life.

Revenue Expenditure

Expenditure to meet the day-to-day running costs incurred in providing services e.g. wages and salaries, purchase of materials and capital charges.

Revenue Expenditure Funded from Capital Under Statute

Expenditure classified as capital for funding purpose, when it does not result in the expenditure being carried on the Balance Sheet as a fixed asset. This is to enable it to be funded from capital resources rather than charged to the General Fund and impact on the Council Tax.

Revenue Support Grant and Rural Services Delivery Grant

A general government grant paid to the Council as a contribution towards the cost of its services.

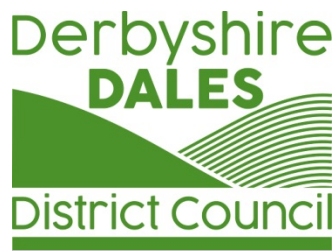
Section 106

A Section 106 is a legal agreement between an applicant seeking planning permission and the local planning authority, which is used to mitigate the impact of the new home on the local community and infrastructure.

INVITATION FOR FEEDBACK

In preparing the Statement of Accounts the District Council has attempted to present details of its finances in a way, which is accurate, in accordance with appropriate Codes of Practice, meets statutory obligations, and is reasonably easy to understand. However efforts are continuing to improve the presentation of financial information, so if you have any views, comments, questions or suggestions for improvement, please write to:

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Written and Published by Derbyshire Dales District Council

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