West Sussex County Council
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West Sussex County Council

Introduction to West Sussex

West Sussex County Council covers an area of around 768 square miles, with a population of around 870,000, comprising 70 electoral divisions. It is bordered by Hampshire to the west, East Sussex to the east, Surrey to the north and the English Channel to the south. It is a significant rural county, with urban centres and most people living in one of the four largest towns: Crawley and Horsham in the north and Bognor Regis and Worthing in the coastal areas. West Sussex has a range of scenery, and the highest point of the county is Blackdown in the Western Weald. It has over 300 square miles of national park and 100 square miles of Areas of Outstanding Natural Beauty including the South Downs National Park and the Sussex Downs. It has over 200 conservation areas and over 7,000 listed buildings. There are a number of stately homes in the county, including Goodwood, Petworth House and Uppark, along with both Arundel Castle and Bramber Castle.

The Council forms the upper tier of local government within West Sussex, providing a wide range of services such as social care, education, planning, libraries, waste management and trading standards to residents in the county. There are seven districts and boroughs and 159 parish and town councils, providing a further range of services to both businesses and residents.

West Sussex County Council's vision

The West Sussex Plan 2017-2022 sets out how the County Council plans to shape its services where we will focus on:

- giving our children and young people the best start in life,
- ensuring West Sussex is a prosperous place,
- our communities being strong, safe and sustainable,
- supporting you in later life to remain independent and
- being a council that works for our communities.

The plan is the Council's blueprint, setting out what we will deliver over the period 2017 to 2022 and our pledge to the people of West Sussex about what we will achieve for them up to 2022. The plan continues to reflect the focus and priorities of the authority and provides an overarching view of the Council's ambitions and political priorities for our communities.

The Council faces a number of challenges by 2022, which will be influenced by a variety of factors, many of which will now be affected by both Covid-19 and Brexit, including:

- The resident population of West Sussex is projected to increase to around 883,900 by 2022 (currently 871,682 in 2020), although this is likely to change due to the impact of Covid-19 and Brexit
- About 26,000 babies will be born in West Sussex by 2022 (around 8,500 each year)
- The proportion of the county population that is over 65 years old will continue to rise, to around 23.6% (currently 23.2% in 2020)
- Around 17% of residents in West Sussex report living with long-term health problems or disabilities although this may be affected by the current pandemic
- The West Sussex population is about 58% urban and 42% rural which brings challenges for many services. For example, in social care, population sparsity leads to higher delivery costs and makes it more difficult for commercial providers to keep their staff

- The median West Sussex house price in West Sussex is £326,00 at September 2019 impacting the affordability of housing for our residents with a median earnings to median house price ratio of 10:43. As a result of Covid-19, the housing market is estimated to crash by 10-15%, but there is the potential for high earners from London, who are now working from home long term, to move into the area to boost the market, particularly around the M25.
- At the current rate of increase the median weekly earnings for a full-time employee resident in West Sussex is projected to reach around £625 by 2022. Currently the median weekly earnings in West Sussex is £602, which is significantly below the South East average of £636, although this gap has narrowed slightly in the last year and may continue to narrow by 2022. As a result of Covid-19, however, the weekly earnings for towns like Crawley may well be reduced in the future because of the significant impact on aviation.

Further details of the West Sussex Plan can be found on our website.

In addition, the Council has five core values which help shape how we engage day-to-day with our employees, customers and partners and play a crucial role in our ability to achieve our vision and our West Sussex Plan priorities. The five values are:

- Proud to be customer-centred – staff put the customer central to everything they do
- Listen and act upon - staff listen to each other and act on what they say
- Honest and realistic - staff are honest and realistic about what they can achieve
- Trust and support - staff trust and support each other to achieve their goals
- Genuinely valued - staff feel their contribution is valued and their achievements are recognised

Political and Democratic Structures

At the end of March 2020, the County Council was made up of 70 councillors (known as members), controlled by the Conservatives. The political composition was:

- Conservative: 54
- Liberal Democrat: 8
- Labour: 5
- Independent Conservative: 2
- Independent: 1

The Council follows the Leader and Cabinet model as its democratic structure, with functions allocated across the full Council itself, the Cabinet and a range of committees. Many functions are delegated from the Cabinet and committees to officers. The Council's Constitution explains how the County Council operates, how decisions are made and the procedures which are followed to make sure that these are efficient, transparent and accountable to local people. Further details can be found on the Council's website.

During 2019, concerns were raised by external inspections about the effectiveness and soundness of some parts of the Council's governance arrangements. In response, the Council agreed a number of improvements in December 2019, focusing particularly on the executive and scrutiny functions, to ensure adequate transparency and enhanced decision-making. These included new monthly cabinet meetings held in public to take collective decisions.

In April 2020, in response to the Covid-19 emergency, the Government passed new Regulations enabling formal local authority meetings to be held virtually. Prior to this, committee members were required to be physically present. The Council has produced new Standing Orders to cover the requirements for virtual meetings, which include that public meetings must be capable of being heard or viewed via the internet. These new Standing Orders are part of the Constitution and are available online here.

Management Structure

In support of the democratic structure, the officer management structure of the Council is headed by an Executive Leadership Team (ELT), led by the interim Chief Executive, Becky Shaw who started in January 2020. The role of ELT is to work closely with the Leader and Cabinet to ensure the delivery of public services for the residents of West Sussex. ELT is comprised of:

- Chief Executive
- Chief Fire Officer
- Executive Director of Adults and Health
- Executive Director of Children, Young People and Learning
- Executive Director of Place Services
- Director of Finance and Support Services
- Director of Human Resources and Organisational Change
- Director of Law and Assurance

Council Employees

At the end of March 2020 the Council employed 4,562 full time equivalents (5,188 people), excluding school-based employees, in both full and part time contracts. Key facts about our workforce include:

Gender – Across the Council, 68.5% of employees are female and 31.5% are male.

Age – The Council has an older age profile than the working age population of West Sussex, with 25.8% of employees aged 55+ and those aged 16–24 are particularly under-represented at only 3.6% of the workforce.

Ethnicity – 2.3% of the workforce are recorded as belonging to black and minority ethnic groups. However, 41.1% of employees are of unknown ethnicity, so the actual proportion could be higher or lower.

In line with the Government guidance in relation to Covid-19, the Council adopted a policy of advising employees to work from home, where possible, in March 2020. This way of working is already within the Council's flexible working policies and an established way of working for a number of staff, albeit not to the level that was experienced in March 2020. The scale of the workforce that have stayed at home can be gauged by the rise in the number of users accessing the Council's network remotely. Before the pandemic, the number of remote users peaked at around 400 per day and this number rose to between 3,600 and 4,000 when staff were advised to work from home where possible.

Lockdown started just before the first quarter of 2020/21 and there is evidence of a notable increase (27%) in sickness when compared to the figures for the first quarter of 2019/20. In addition, there has been a change in the levels of sickness days lost attributed to 'Anxiety, Stress, Depressions & Mental Health', with more days lost in the first quarter of 2020/21 than the average for 2019/20 and the same quarter in that year.

West Sussex Plan Performance for 2019/20

The Council measured its performance for 2019/20 against the West Sussex Plan, which was approved in October 2017. The Performance Framework supports this plan and sets out 67 measures to monitor performance against the five priority areas within the plan: Best Start in Life; A Prosperous Place; A Strong, Safe and Sustainable Place; Independence for Later Life and A Council that works for the Community.

Against these priorities we have successfully achieved or exceeded 33 targets (49%), with a further 18 (27%) close to meeting the target, giving an overall total of 76%. There were 16 measures however which failed to meet the target. Some key highlights and challenges are summarised below.

Best Start in Life

Our key successes this year include exceeding our target for healthy weight in year 6 children, where we achieved 70.4% against a target of 66.8% and remain in the top quartile of all local authorities nationally. Our performance has remained good whilst averages nationally and for the South East have dropped to 64.3% and 68.9% respectively.

As part of the Troubled Families programme, we achieved 3,940 families turned around by December 2020, ahead of the target deadline. National results show West Sussex as one of the foremost authorities in the local delivery of the government's ambitions for families. As a result, there has been tangible and sustainable improvements in the quality of life for vulnerable families across a range of factors, and these in turn have positive impacts across society.

In children's residential homes we aim to have 90% rated good or outstanding by 2022, and we have exceeded this by achieving 95.8% by year-end. The overall figure remains above the long-term target and shows an improvement of 4.1% compared to last year. The overall standard for our placements remains very high, and in excess of the national picture.

Improvement is still required for some areas and these include the number of children looked after per 10,000 where year-end performance shows 46.5 per 10,000, against a target of 40.5 (top quartile of statistical neighbours by 2022) and the number of children looked after with 3 or more placements during the year, where our year-end performance was 11.1% against a target of 7.5% or less (top quartile of statistical neighbours by 2022).

Over the last few years key stage attainment has been improving however, this has not been reflected in attainment for disadvantaged pupils, where we aim to minimise the attainment gap between disadvantaged pupils and their peers to be better than the national average by 2022. Current performance indicates West Sussex is still not performing as well as national averages - Key Stage 1 attainment gap is 24.1% against a target of 19%, Key Stage 2 performance gap is 25.3% against a target of 19.6% and Key Stage 4 performance gap is 0.76 against a target of 0.57. Performance is linked directly to a small number of poorer performing schools and academies.

A Prosperous Place

Key successes include within Highways, maintaining our A-Roads that are considered poor and requiring maintenance to below 5%. We continue to remain better than target and have done so since 2016. We have also exceeded the targeted amount of new cycle track this year and achieved 28.65km against a target of 17.9km.

West Sussex continues to be in the top quartile compared with its statistical neighbours in terms of gross weekly pay levels of full-time workers resident in West Sussex currently at £602.20. The levels in West Sussex are slightly higher than the national average of £591.30 but lower than the regional average at £636.00. We also remain in the top quartile for those economically active who are employed, where performance was 81.2% against a target of 79.4% (top quartile of statistical neighbours by 2022). However, our GVA remains below the South East average with only a small increase this year to £26,589 against the south east average of £30,356.

Less successful this year was our performance on the number of apprentices and the number of adults with learning difficulties in employment. This year saw growth in the apprenticeship starts, however, this was not enough to offset the significant drop in apprenticeship starts in the previous academic year, due to government delays introducing the new Apprenticeship Standards, which reduced the number of opportunities for apprentices and employers alike.

For adults with learning disabilities in paid employment we continue to underperform with current performance at 2% against a target of 6% by 2022. For many people with a learning disability in receipt of formalised social care, employment has not been a key part of their life, from childhood through to adulthood. Improving the expectation of paid work will require a significant culture change, as well as increasing the number of employment opportunities.

A Strong, Safe Sustainable Place

We exceeded our target for generating renewable energy (16,236MWh against a target of 9,141MWh), as a result of a further eight solar photovoltaic (PV) systems installed, of which six were installed at schools. During 2019/20 these systems have generated enough electricity to power over 5,500 standard UK homes for an entire year. We also exceeded our carbon reduction target to 15,100 tonnes against a target of 16,011 tonnes. Crime rates for West Sussex also remain below the regional average with latest results showing an average of 67.1 whereas the South East average is 80.5 per 1,000 population.

Homelessness, killed or seriously injured on roads, and hospital admissions for intentional self-harm remain a challenge with no significant improvements this year.

The latest results for living in temporary accommodation (1.93 per 1,000 households) show an increase compared to last year (1.64 per 1,000 properties). Sourcing affordable accommodation options for households who are reliant on Universal Credit to pay the rent continues to be challenging in the face of reluctant landlords. This is further compounded by rising rental prices as pressure is put on the private rented market by working households moving out of south London boroughs and Brighton to find more affordable housing. A set of design principles have been developed to inform future joint commissioning across the local partnerships enabling continued investment in housing related support services.

Killed and seriously injured is an extremely challenging target and one where interventions implemented will take time to impact upon outcomes. The increase this year from 102 to 104 per billion miles (against a target of 54) is linked to Sussex Police's switch to a national collision-recording database in May 2019. Like many other authorities who have transferred to the system, West Sussex has experienced a large increase in the number of serious casualties who would formally have been recorded as slight casualties. The new database known as CRASH selects the casualty severity from recorded injuries, which is more accurate than the previous manual entries.

Performance against the emergency hospital admissions for intentional self-harm measure remains challenging, increasing from 222.2 per 100,000 population to 235.1 against a target of 175.65 by 2022, as self-harm is due to multiple and inter-related risk factors, meaning there is no single or simple approach that impacts on this. The indicator only measures activity at the upper end of the pathway, i.e. hospital admissions, and it is difficult to assess the effect of preventative interventions which may have a positive effect downstream. Our preventative measures include targeting people before they start to self-harm and promoting mental wellbeing across the population (with greater intensity to those groups at high risk of poor mental health or self-harm). This includes 'whole school approaches' to build a positive culture and ethos around mental and emotional wellbeing.

Independent for Longer in Later Life

Main successes are the quality of care in residential care homes and community care at home. Both these measures are exceeding their targets to remain in the top quartile of statistical neighbours, despite care providers in West Sussex reporting that recruiting and retaining an experienced and qualified workforce continues to impact their businesses.

We also continue to exceed our target for hip fractures in people aged 65+, to remain below 612 per 100,000. Latest results for West Sussex is 560 which is better than the national average of 558.

The measure - people who use services who say that those services have made them feel safe and secure - shows an improving picture, increasing from 87.1% to 91.9%. Although we are performing better than the national average (86.9%) and the South East average (89.3%), we missed achieving our target of 93%.

A Council that works for the Community

This year we greatly exceeded our target to webcast our formal member meetings. Performance has risen from 27.6% to 61.4% this year. This improved performance is in line with the decision by the full Council that there should be a presumption in favour of webcasting all meetings of Planning Committee, Scrutiny Committees and formal meetings of the Cabinet in addition to the routine webcasting of all full Council meetings.

We also exceeded our target to increase the number of resident issues considered at County Local Committees in spite of two meetings being cancelled due to the current Covid-19 situation. We achieved 59% against a target of 50%. The main themes were proposed reductions in front line services funding, a proposed cycling event, school placement and performance, grant funding for community activity and local Highways concerns.

In contrast, response times to Freedom of Information requests dropped to 83% in February, against a target of 95%, although year-to-date average was 90.75%. This is a disappointing result after some promising months. Reminders were issued across the council that this is a corporate target and all officers are encouraged to deal with requests without delay. Due to Covid-19, resources were redirected and as a result March data is unavailable.

Full details of the outcomes against all 67 of the targets can be found on the West Sussex Performance Dashboard.

External Performance Assessment and Review

Two key service areas were subject to independent external assessment during 2018/19, with updates on the progress made in each of these areas during 2019/20 set out below:

Fire and Rescue Service

In November 2018, Her Majesty's Inspectorate of Constabulary and Fire and Rescue Service (HMICFRS) undertook an inspection of our Fire and Rescue Service. The report was published on 20 June 2019 and rated the service as requiring improvement in areas of service effectiveness and efficiency and as inadequate in relation to supporting its people. An Improvement Board chaired by the Chief Executive was established and a new Chief Fire Officer was appointed in September. The Council agreed £1.4m of funding to deliver the improvements required following the HMICFRS report. In addition to this, £0.4m of funding was provided as part of the 2018/19 outturn to begin to address concerns. A further £1.7m has been included in the 2020/21 budget recognising that there is a need for ongoing funding within the service to ensure continuous improvement and embed the changes made in 2019/20. In 2019/20, the Fire Improvement plan spent £0.671m from the available £1.8m reserve allocation. Of the balance remaining, £0.282m has been held in the Fire Improvement Plan Reserve to fund one-off items which have slipped into 2020/21, with the remaining balance returned to the Contingency budget to help the in-year corporate overspend.

HMICFRS revisited the service in January 2020, following the inspection in November 2018. In a letter to the Chief Fire Officer, the inspectors noted that the Fire and Rescue Service has made 'tangible improvements' in a number of areas and could see an 'accelerated pace with the improvement work over the past few months'. The inspectorate will continue to monitor progress through updates from the service and through data returns with the next inspection due in 2021.

As progress of the improvement plan continues, challenges have been encountered in terms of recruiting to the additional posts (along with the associated uniform and training provision); this has been partly due to capacity within the Council to recruit at the pace required and also inherent difficulties in recruiting within the service. It had been expected that all posts would be filled by the end of March, however there may be some delay in full recruitment due to the recent emergence of the Covid-19 pandemic.

Children's Services

Ofsted undertook an inspection of our Children's Services in 2018/19, with their findings being announced in May 2019. The inspection looked at three areas - the impact of leaders on social work practice with children and families, the experiences and progress of children who need help and protection and the experiences and progress of children in care and care leavers. In all three areas inspectors found services to be inadequate and as a result the overall effectiveness was judged to be inadequate. As a result of this outcome the Department for Education (DfE) appointed John Coughlan, Chief Executive of Hampshire County Council, as Commissioner for Children's Services in West Sussex. His initial task was to form a view as to whether the Council had the capacity and capability to improve its children's services to a satisfactory standard and gathered evidence between May and August 2019. The Commissioner's findings were published on 17 December 2019. His report contained criticisms, both of fundamental weaknesses within Children's Services, and of underlying defects of leadership, governance and culture within the corporate environment of the County Council. On this basis his main recommendation, accepted by the DfE, was that the children's service should be transferred to an Alternative Delivery Model, in the form of a Children's Trust. Work on setting up the Trust is underway. John Coughlan has been reappointed as Commissioner and will continue to work with West Sussex and with Hampshire County Council as our 'Partner in Practice' during 2020. This will ensure that the improvements noted to date are sustained and built upon in advance of the set-up of a Children's Trust.

Despite the serious findings, the Commissioner has acknowledged that recent service improvements provide some encouragement that a return to sound operational practice in Children's Services is feasible. The capacity for improvement has been confirmed by Ofsted in their first Monitoring Visit in December 2019. Ofsted recognised that staff turnover and workload pressure have been reduced, and that timeliness and quality have improved, supported by case supervision and management oversight of practice. There remain variations in quality and consistency, which we are determined to resolve, to ensure that each child is receiving the appropriate level of support and care.

The Council has committed at the highest level to turning around the service as its top priority. The improvements recognised by Ofsted are encouraging, but we remain determined to drive improvement to a level that properly and consistently supports our vulnerable children and young people.

Financial Performance

The budget for 2019/20, agreed by County Council in February 2019, supported the objectives of the West Sussex Plan and was set against the background of continuing austerity in public finances. The budget aimed to support the delivery of members' vision and deliver the priorities of the plan.

Measures to balance the portfolio budgets for both 2019/20 and 2020/21 were developed as part of the budget process, on the basis of maximising efficiency, finding new ways of service provision and engaging partners in collaboration. The budget for 2019/20 assumed savings of £23.4m and by the year end, £16.7m was achieved as originally envisaged or was delivered by other means. The balance, £6.7m, was not delivered in the financial year and was reported as part of the portfolio overspending position as outlined below. This includes:

- £0.9m in the Adults and Health portfolio, including £0.5m relating to the reform of Lifelong Services which has now been reprofiled to 2020/21 (with a further £0.5m included within the Children and Young People portfolio which has been reprofiled to 2021/22)
- £2.3m in Children and Young People portfolio, including £0.8m relating to the Children Looked After Commissioning Strategy which, following the Ofsted inspection report published in May 2019, the numbers of Children Looked After placements increased to unprecedented levels, meaning the savings assumed from the implementation of the commissioning strategy developed before the inspection could not be delivered in 2019/20; and a further £0.5m relating to the reform of Lifelong Services (as outlined above)
- £2.3m in the Economy and Corporate Resources portfolio, including £1.5m of savings relating to the Whole Council Design Programme which were to be delivered through improved use of technology to streamline back office processes, improving the customer journey by offering multiple ways to interact with the Council and efficiencies resulting from the replacement of the Council's Business Management Processes - these projects have not been delivered to the anticipated timelines; £0.6m relating to the Human Resources and Organisational Change service which had planned to make savings in year which, due to service changes and the additional support required by the organisation, did not come to fruition and £0.3m Legal Services were unable to achieve their saving due to Surrey County Council withdrawing from the ORBIS public law project.

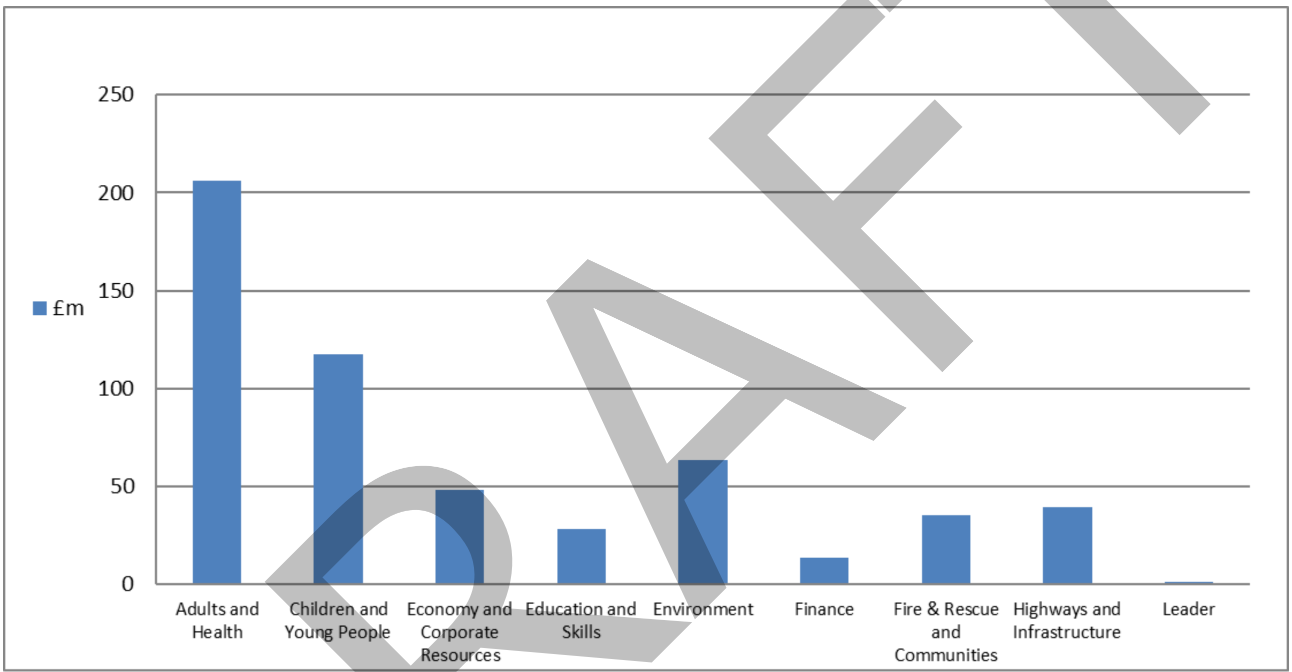
In addition, the Council made a £4.0m payment to Amey, in settlement of the highway's procurement litigation, which was funded from reserves.

During the year the County Council approved a Flexible Use of Capital Receipts Strategy, which enabled the Council to fund the revenue costs of transformation work from capital receipts.

The total spending on revenue projects eligible for charging against capital receipts was £4.0m.

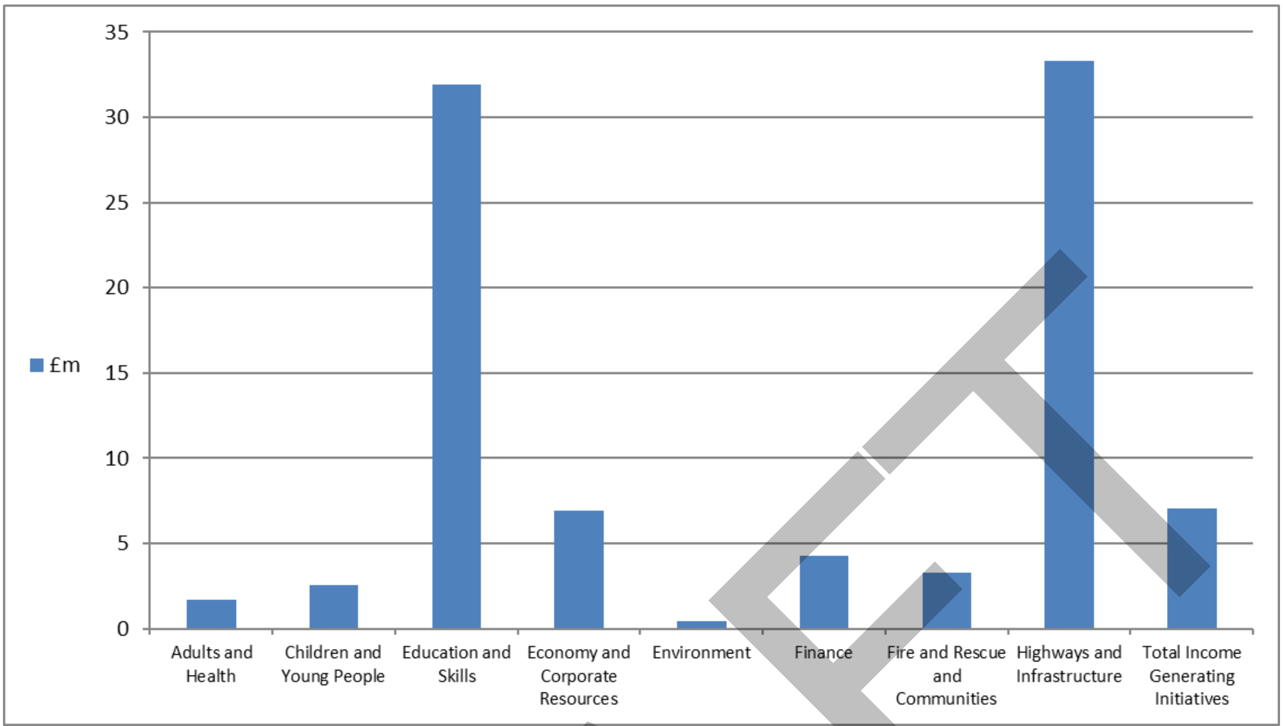
The revenue spending for 2019/20 on portfolio budgets is £553.9m, an overspend of £16.3m within the portfolio budgets. The overspend is mitigated by a variety of means, including the flexible use of capital receipts (£4.0m) as outlined above, the use of available reserves and one-off funding and income (£4.7m), and the use of the contingency balance (£1.3m), leaving a net overspend of £6.3m which was met from a draw-down from the Budget Management Reserve. Full details are set out in the outturn Total Performance Monitor (TPM). The TPM is the Council's monitoring and reporting mechanism for finance performance (revenue and capital), savings delivery, and business performance. It is regularly scrutinised by the Performance and Finance Scrutiny Committee and available from Committee papers on the Council's website. Graph 1 below illustrates the net outturn spend for the year, by portfolio:

Graph 1: Revenue Outturn 2019/20



Spending on the County Council's capital programme totalled £91.5m for the year, against the capital programme of £109.7m (as approved at County Council in February 2019 and adjusted for slippage from 2018/19), a total variation of £28.9m or 20.2%. Graph 2 below sets out the capital outturn for 2019/20, by portfolio:

Graph 2: Capital Outturn 2019/20



During the year, a large number of capital projects were completed across the county. The most noteworthy include:

April		
Project	**Location**	**Description**
Healthy Pupils Capital Fund	Various	Programme of grant awards to schools for building works and equipment to support healthy living
Rake Primary School	Chichester	Provision of a modular classroom to address issues regarding the adequacy of the teaching space
Westhampnett Solar Farm	Chichester	Construction of a solar farm at Westhampnett
Churchill Court Acquisition	Crawley	Purchase of a commercial investment property in the Manor Royal Business District, Crawley
City Park Acquisition	Hove	Purchase of a commercial investment property in Hove
May		
Project	**Location**	**Description**
Alternative Provision School	Arun	Works at Flintstones Centre, Littlehampton to facilitate transfer from North Mundham site
Accommodation Optimisation	Chichester	Refurbishment of County Hall rooms to facilitate new ways of working programme objectives
July		
Project	**Location**	**Description**
Northgate Primary School	Crawley	Basic Need expansion to provide additional form of entry.
Better Connected Broadband	Various	Second phase of roll-out of superfast broadband making the technology commercially available to an extra 3,000 premises
Fire Accommodation Pressures	Various	Block programme of internal improvements at Fire Stations

August		
Project	**Location**	**Description**
Manor Royal Outdoor Media	Crawley	Installation of advertising screens at locations across the Manor Royal Business District
September		
Project	**Location**	**Description**
DfT Road Fund	Various	Additional grant funding awarded by DfT for targeted asset management works to improve the condition of the highway
October		
Project	**Location**	**Description**
A285 Road Safety	Chichester	A programme of road safety improvements on the A285 between Halnaker and Petworth
January		
Project	**Location**	**Description**
Angmering School	Arun	Basic Need expansion to provide additional form of entry
Maidenbower School	Crawley	Expansion of Special Support Centre to include provision of drama studio
Windmills Junior School	Mid Sussex	Conversion of former art room to general classroom to cover bulge class
County Hall Car Parking	Chichester	Works to improve car park to standards required for Pay and Display charging
PropCo – Angel's Nursery	Arun	Capital design stage for development of surplus land in Barnham, Arun. Key Decision to sell land
February		
Project	**Location**	**Description**
OPE/ Growth Programme – Burrscroft Demolition	Adur	Demolition of vacant former care home site in Shoreham as part of OPE/ Growth programme site facilitation
March		
Project	**Location**	**Description**
Stonepillow DAAT Grant	Arun	Grant funding payment for drug and alcohol dependency services in Arun

In 2019/20 a further one school obtained Academy status, at which point the building ceased to be a County Council asset (resulting in an asset to the value of £9.6m being removed from the Balance Sheet). Furthermore, the Council has revalued the land that this Academy occupies to reflect the restricted use to the authority (resulting in a further reduction of £2.1m to the Balance Sheet). As of March 2020 there are 71 schools with Academy status in the County, with a further 214 schools remaining under local authority control. There are two further academy conversions currently planned for the coming year.

Reserves and Balances

The Balance Sheet distinguishes between "usable" and "unusable" reserves. An analysis of the movement in reserve balances during 2019/20 is provided by the Movement in Reserves Statement, and is summarised below:

Table 1: Movement in Reserve Balances 2019/20

	Balance at 1 April 2019 £000	2019/20 Movement £000	Balance at 31 March 2020 £000
General Fund	20,286	0	20,286
Earmarked Reserves	163,313	18,403	181,716
Capital Grants Unapplied Account	44,669	10,918	55,587
Capital Receipts Reserve	0	3,959	3,959
Total Usable Reserves	228,268	33,280	261,548
Unusable Reserves	606,870	383,145	990,015
Total Authority Reserves	835,138	416,425	1,251,563

Unusable reserves are held to offset the impact of accounting adjustments required by International Accounting Standards; for example, charges to the Comprehensive Income and Expenditure Statement in relation to depreciation, asset revaluation and the accrued pension liability. These reserves are not cash-backed and therefore are not available to finance the provision of services. Furthermore, with the exception of the General Fund the usable reserves are earmarked for specific purposes and are not available to support general revenue spending. The General Fund balance at 31 March 2020 is £20.3m, which (at 3.4% of the net expenditure budget for 2020/21) is considered to be a prudent buffer against the significant financial pressures affecting the Council, although this does not include the impact of Covid-19. The General Fund would provide some additional means for the County Council to protect itself from future demand pressures that could adversely impact on our financial position and strengthen the Council's financial resilience. Earmarked reserves totalling £181.7m are held as at 31 March 2020; this includes £20.5m relating to the Covid-19 Emergency Fund grant received in March 2020 and £20.5m one-off business rates pilot funding that the Council is committed to spending in conjunction with the districts and boroughs. A detailed analysis of this balance is provided in Note 3 to the accounts.

Under International Accounting Standard 19, the Council shows the total future costs of pension liabilities for both the Local Government Pension Scheme and Firefighters. This is a purely notional figure, as the County's budget is constructed on the basis of actual contributions payable. The IAS19 notional liability of £474.0m is offset by a matching notional reserve ensuring there is no impact on the local taxpayer.

Future Capital Programme and Borrowing

The County Strategy for the period 2020/21 to 2024/25 was approved by full Council in February 2020 and sets out the five-year capital programme. The strategy is the foundation for proper long-term planning of capital investment and how this links into the Council's overall corporate objectives and strategic priorities. The total value of schemes in the 2020/21 to 2024/25 capital programme is £712.3m, comprising £551.0m for the core programme and £161.3m for income generating initiatives.

The authority borrows prudentially for capital investment purposes. During the first quarter of 2019/20, the council borrowed £100m on a 50-year maturity loan basis at an average rate of 2.22% and external debt repayments of £7.0m were made during the year. Outstanding Public Works Loans Board borrowing as at 31 March 2020 was £481.8m (excluding accrued interest), with an average interest rate of 4.1%. This borrowing should be seen in the context of the long- term assets valued at £2.2 billion on the Balance Sheet.

Due to the market volatility caused by the current Coronavirus pandemic, the Council's valuers have invoked a "material valuation uncertainty" clause in relation to their work undertaken for 31 March 2020 valuation purposes.

Performance and Financial Monitoring

Financial performance, workforce information and service performance are presented in the Total Performance Monitor and reported monthly to Cabinet. Scrutiny Committees also consider this and the Leader and the Cabinet Member for Finance ultimately approve any decisions sought as part of the monthly Total Performance Monitor. This process provides a regular challenge relating to the Council's performance.

The impact of Covid-19 on the provision of Council services

A wide range of council services have been significantly impacted since the start of the pandemic, including Adults' Services, Children and Family Centres, Highways, Household Waste Recycling Sites, Libraries, Marriages and Civil Partnerships, Record Office and Schools.

The Council has committed to supporting suppliers and the local economy during this time of economic uncertainty, including paying supplier invoices as quickly as possible to support their cashflows. This is in addition to the support offered by the Government and is designed to work in parallel with it and prioritises support that preserves life, protects the vulnerable, aids the recovery or maintains essential services.

Financial impact of Covid-19

The Covid-19 pandemic is affecting all aspects of the Council's services to our residents. It is not known how long the current situation is going to last, however assessments of the potential implications for the remainder of 2020/21 are being kept under constant review.

As at the end of July 2020, our modelling indicates that the estimated costs (including foregone income) arising from the pandemic will be in the region of £70m in 2020/21, representing excess expenditure of £27.4m above the funding provided by the Government of £42.6m. In the absence of additional funding from the Government, the shortfall will have to be funded by either service reductions or through reserves. The unplanned use of reserves will reduce the financial resilience of the Council. Potentially, if the economic downturn is significant, it is likely the income take from council tax will be significantly lower than currently projected figure. This could result in our gross pressure increasing to c£85 million, and a revised funding gap of approximately £42m.

The Government has also provided some additional ring-fenced funding to support specific responses to aspects of the national emergency, such as infection control within care providers, local track and trace services and support for the local public transport network, however this funding is not available to support the additional costs incurred by the Council as described above, i.e. any funds not spent on the ring-fenced activities specified must be returned to the Government.

When calculating the estimate, we have looked at a number of different categories of expenditure or loss of income:

- Direct costs from Covid-19 activities – increased Adults Social Care costs including; accelerated hospital discharge, increased demand for residential care, supporting the domiciliary care markets, 20% and 10% payment in advance to domiciliary care providers and residential homes, staff working additional hours supporting the 8am-8pm service now being provided, cost of personal protective equipment, and additional cost of updating the IT infrastructure to enable the workforce to work from home.

- Cost associated from being in lockdown – pressure on services including Children's Social Care as the number of vulnerable children increases, a reduction of fees and charges and commercial income.

- Impact of the Council's planned activities – savings plans will be impacted in 2020/21 as efforts have been refocused on Covid-19 measures. Also, the capital programme delivery and cost avoidance projects will be impacted as the construction industry has paused during this time.

- Cost of recovery – looking at how we will emerge will bring additional costs including:

    - dealing with a backlog of work where activity has been paused
    - costs to ensure social distancing can be maintained in our buildings
    - costs of transporting students to school while maintaining social distancing
    - costs incurred in developing cycle and footway initiatives

- Cost related to the local economy including:

    - significant fall in anticipated income arising from Business Rates, particularly as a result of the impact of Gatwick on the local area
    - a loss in Council Tax collection due to increased levels of hardship
    - loss of 'growth' in Council Tax base due to very little, if any, housing development
    - a potential reduction in LEP funding necessary to deliver significant road schemes in the county

The Council is also closely monitoring its cashflow position to ensure that there are sufficient funds available to meet its future financial obligations. Any surplus cash is being held in instant access accounts or on very short-term deposits to ensure it is available should it be required. If it were to prove necessary, the Council's Treasury Management Strategy allows for up to £40m of borrowing, through short term loans, to cover unexpected cashflow shortages. Having reviewed its cashflow projections, the Council is satisfied that it continues to be a going concern for at least the next twelve months.

However, the pandemic is likely to have a significant impact on the Council's financial planning over the medium-term as the longer-term economic impacts are understood.

Plans for the Council's Recovery post Covid-19

A Reset and Reboot plan was presented to County Council in July setting out the corporate, service and financial challenges facing the Council in 2020/21 and beyond, along with an approach to settle the Council's priorities for the future and how it will work to achieve them.

The reset is "what" we do next and involves creating a new business plan, which will define the outcomes we will deliver during the next 12 months and be based on the work of members, our learning from Covid-19 and key service improvement work already underway. The service improvements in Children's, the Fire Service and Adults' will be included and, given the pressure on the West Sussex economy following Covid-19 and potential pressure post Brexit and recession, our work with partners will be an essential part of future working.

The reboot is the "how" we achieve these outcomes and involves a number of steps. Guided by the Leader and Cabinet, members will be provided with the tools and developments to support effective leadership and scrutiny. We will develop senior officers to strengthen collective leadership and part of that will involve delivering a small number of demonstrator projects where we will test new ways of working. We have demonstrated our capability and commitment to our residents during Covid-19. Our focus now is to continue to build on these positives and create at the core of the organisation a focus on the communities we serve, effective leadership, strong officer/member relationships, a commitment to partnership working and a valued and high-performing workforce.

Financial Outlook

The last 12 months have seen some extraordinary events related to the financial outlook for the Council and for local government. In September 2019, the Chancellor at the time, Sajid Javid, presented a single year Spending Round (SR19) for 2020/21, with a full multi-year Spending Review due in 2020. SR19 increased spending by £13.8bn, the "fastest increase in day-to-day spending in 15 years", which left little headroom within the Government's fiscal targets. No Government department suffered a real terms decrease and most had a real terms increase. Local authorities saw a £2.9bn increase comprising: £1.0bn Social Care grant; £1.6bn Council Tax revenues (from rises in the tax base, plus increases in the core and Adult Social Care precepts); and £0.3bn from inflationary rises in the business rates retention system. The net impact of these on the Council's budget for 2020/21 was a £19.6m increase in funding, of which £13.8m was our share of the £1.0bn Social Care grant.

Due to the General Election, there was no Autumn Budget as scheduled. The local government finance settlement for 2020/21 confirmed SR19's figures and added £0.4m funding compared to our Medium Term Financial Strategy (MTFS). The Council's Budget report of 14 February 2020 concluded that: in future, most local authority funding will be from council tax and business rates; revenues will not keep up with demand and cost increases, without large council tax rises and efficiency increases; accordingly, a council's financial sustainability is likely to depend strongly on how it responds to its area's demographic changes, as well as its ability to achieve savings and raise revenues from local taxes and other sources.

The UK left the EU on 31 January 2020 and is in transition negotiations until 31 December 2020.

The current Chancellor, Rishi Sunak, presented the Spring Budget on 11 March 2020. It focused on mitigating the economic risk of Covid-19 and levelling up the country. It included £12bn of measures to deal with Covid-19 with £5bn for NHS and other services, £7bn for business. Announcements affecting local government included: £2.5bn reduction in business rates (some related to Covid-19, some continuing the trend for taking retail, leisure, hospitality and smaller businesses out of business rates) with compensating grants paid to local authorities; £0.5bn hardship fund; £2.5bn pothole fund spread over five years; and further devolution to directly elected mayors with £4.2bn increased funding over five years.

On 16 March, the Prime Minister, Boris Johnson set out 'a very substantial change' to the UK's social distancing and shielding measures. On 17 March, the Chancellor announced that local authorities will be fully compensated for the new measures and the Ministry of Housing, Communities and Local Government (MHCLG) began to publish Covid-19 guidance for local government. On 19 March MHCLG announced £1.6bn funding to help local authorities respond to Covid-19 pressures including support for the adult social care workforce and services helping the most vulnerable, including homeless people. On 28 April, MHCLG announced £1.6bn more emergency funding for local authorities and that the scheduled implementation of 75% business rate retention from 1 April 2021 will no longer go ahead. A further third tranche of £500m of funding was announced on 2 July 2020. West Sussex County Council's shares of emergency funding were £20.5m in the first batch, £15.9m in the second and £5.0m in the third tranche – a total of £41.4m of un-ringfenced funding to respond to spending pressures within the Council. In addition, the Government has recently announced that it will reimburse authorities for 75% of income losses occurring in 2020/21 as a result of Covid-19, with authorities being responsible for losses up to a 5% threshold. For the Council, this is estimated to be £1.2m.

Prior to the impact of Covid-19, the Council's MTFS included: £66m service demand pressures (over 70% in social care), £53m inflation, £29m available savings; £78m increase in council tax and £34m other costs and funding changes to give a budget gap of £45.0m for the period 2020-24.

The Council's initial estimates of the impact of Covid-19 on its finances indicate a pessimistic scenario of over £70m in increased revenue costs, savings foregone and lost income in 2020/21. Many capital construction projects are delayed (again affecting future planned savings), capital receipts are expected to be about £9m lower in 2020/21 and the values of later receipts reduced by about 10% overall. While the Government has said it will "do what it takes" and has provided the Council with over £41m to date in emergency grant funding so far, the impact on the local economy, particularly around Gatwick Airport is likely to continue throughout the medium term.

Given the extraordinary level of uncertainty facing the Council and the country, it is vitally important we draw on our good track record of delivering even more sustainable savings and responding innovatively to the challenges we face.

There is clearly a risk that the savings levels needed to balance the budget and cushion impacts to be felt in future years will not be achieved, or will be delivered late. That risk is magnified by a variety of factors, including the uncertainties regarding central and local government finances and the significant savings already actioned. These risks will be managed in several ways and reserves are more important than ever as a safeguard. As at 31 March 2020, the Council's total earmarked reserves (excluding schools) is £167.2m. These earmarked reserves are held to fund future commitments and large programmes of work that the County Council has entered in to, such as the Service Transformation Reserve and reserves for specific long-term contracts (e.g. Waste Management MRMC Reserve, Street Lighting PFI Reserve or Waste Management PFI Reserve). Also within total earmarked reserves are £20.5m one-off business rates pilot reserve that the Council is committed to spending in conjunction with the districts and boroughs and £20.5m Covid-19 Emergency Fund grant allocated in March 2020. If we exclude these exceptional amounts, the County Council's earmarked reserves have depleted to £126.2m. This is a decrease of £14.4m when compared to the reserves held at March 2019.

The financial resilience of the Council will need continued vigilance and resourcefulness to provide the strengthening it will need in future years, in the face of the on-going financial challenges reflected within the MTFS and emerging through the Covid-19 pandemic.

Future Opportunities

In rising to its financial challenges, the Council has built organisational capacity to achieve efficiencies, generate additional income and transform its functions. In March 2020, the Council had a clear plan for refocusing and remobilising service led improvement. However, the Covid-19 lockdown has made the future much more uncertain. The County Council will take forward service led improvement as part of its wider reset planning for the likely future post pandemic operating environment.

Corporate Risks

The Risk Management Strategy has been reviewed and updated to ensure it continues to provide coherent and robust governance to support risk management across the Council. Corporate and Directorate risk registers are reviewed and updated at least monthly, with a clear mechanism for escalation and de-escalation provided.

The current key corporate risks and summary mitigating actions that are captured within the Corporate Risk Register are as follows:

Risk	Mitigation
Covid-19 - risk to the delivery of WSCC's services	Initiation of corporate response and business continuity plans. Increased partnership working. Robust communications plan.
Brexit – Impact on the Council and partners to deliver services	Data gathering and network liaison. Corporate Management Team planning sessions.
Non-compliance and lack of standardisation in some systems and processes	Education and communication of current governance arrangements and areas of non-compliance (by directorate). Continued improvement of systems and processes where required.
Recruitment and retention – Council not seen as an attractive place to work	New and revised governance and strategies, data gathering and targeted recruitment projects.
Financial sustainability of Council – Central Government funding and budget balancing	Stakeholder engagement to influence funding decisions and initiatives. Proactive management of potential budget impacts and savings options.
Cyber-security – Loss of and system failure	Robust IT governance and education of staff, collaborative working and periodic testing.
Health and Safety – Lack of H&S awareness and accountability	Robust Health and Safety governance, reporting systems and training.
Social care provisions – Failure leading to personal and/or reputational harm	Improvement/development of current governance arrangements and stakeholder groups.
Benefits from transformation are not realised	Maintain robust project and programme governance, including benefits tracking, and consistent collaboration with key stakeholders.
Fire and Rescue Service fails to deliver the HMIC improvement plan,	Ensure robust project and programme governance in place and monitor delivery.
Death or serious injury of a child where the Council is found to have failed in their duty	Implementation of Practice Improvement Plan (PIP) and proactive support to services.
Corporate leadership, governance and culture recommendations/improvements not delivered	Improvement of governance arrangements, senior leadership development and stability, and engagement with external stakeholders i.e. LGA.
Lack of suitably qualified and experienced Approved Mental Health Professionals (AMHP)	Alignment with best practice governance arrangements, recruitment into key roles.
The setting up of a children's trust diverts council resources from core service delivery	Appointment of experienced staff to deliver project and interim resource to support workstreams.
Children's services will fail to deliver an acceptable provision to the community.	Deliver Children First Improvement Plan. Continued work with partner in practice (Hampshire County Council).

All risks detailed above have been assessed by a suitably experienced person as having at least a high likelihood of occurring, and a major impact should it happen. These risks and their mitigating actions are reviewed and updated at least quarterly by the risk owner and Corporate Risk Manager. In addition, ELT and Cabinet review the key corporate risks monthly, with the Regulation, Audit and Accounts Committee receiving quarterly updates on the risks and mitigation plans in place to address them.

West Sussex Statement of Accounts

The Statement of Accounts on the following pages sets out the Council's income and expenditure for the year, and its financial position at 31 March 2020. The format and content of the financial statements is prescribed by the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2019/20, which in turn is underpinned by International Financial Reporting Standards. It comprises core and supplementary statements. The Core Statements are as follows:

Movement in Reserves Statement	Sets out the change in the authority's "net worth" over the year
Balance Sheet	Shows the value of the County's assets and liabilities at the year end, and how they are financed
Comprehensive Income & Expenditure Statement	Shows all the financial gains and losses experienced by the County over the year
Cash Flow Statement	Summarises movements of cash into and out of the authority over the year

The Expenditure and Funding Analysis is a note to the financial statements. However, it is positioned with the core statements as it provides a link from the portfolio-based analysis of the revenue outturn presented in the Narrative Report to the analysis within the Net Cost of Services in the Comprehensive Income and Expenditure Statement.

A glossary of key terms is provided at the end of this publication.

Provisions and contingencies

The Council continues to hold both short and long term provisions which total £26.4m at 31 March 2020, of which £4.3m relates to the insurance provision and £21.1m relates to the Non-Domestic Rates (NDR) Appeals provision.

Changes to accounting policies

The County Council accounting policies have been updated, to streamline the policies to reflect the recommended format in the Code and to update them to reflect feedback from last year's audit and other minor changes, including a new 'Going Concern' accounting policy (xxix). The Pension Fund policies have also been updated to reflect minor changes.

Conclusion

Through careful planning and management, West Sussex County Council has been able to close its accounts showing a relatively strong financial position, which will support the Council in meeting its future challenges.

West Sussex Pension Fund

The Local Government Pension Scheme (LGPS) is a national defined benefit pension scheme administered by West Sussex County Council on behalf of 198 active employers and 79,548 members (contributors, pensioners and deferred).

The Annual Report and Financial Statements for the Pension Fund set out the benefit arrangements for the LGPS, the details of the governance structure in which it operates and the investment and administrative performance of the West Sussex LGPS. The report also sets out in detail the mandates which the equity and bond, property and private equity managers have been awarded and their short, medium and long term performance. It further considers how the Fund responds to its Corporate Governance responsibilities.

Administration

Responsibility for administration for the Pension Fund has been undertaken by Hampshire County Council since 6 March 2019. Feedback from members and employers has been positive, and the team were able to report full compliance with key performance indicators at the end of the year.

Funding

Every three years the Fund is required to undertake a full actuarial valuation of its assets and liabilities. The latest full valuation based on assets and liabilities as at March 2019 has shown that the fund is 112% funded. The valuation sets employer contributions from 1 April 2020 to 31 March 2023.

Assets

The Pension Fund invests in equities, bonds, property and private equity, as summarised below:

	31 March 2019 £m	31 March 2020 £m
Equities	2,165	1,985
Bonds	1,557	1,656
Direct Property	377	366
Private Equity	111	91
Cash or cash equivalents	99	87
Total	4,309	4,185

This mix of assets reflects the Pensions Committee's decision to remove investment risk following improvements in the Fund's funding position. The de-risking strategy has now been successfully applied and has reduced volatility within the portfolio which has helped reduce the risk of deficits emerging and provided some protections against increases in the monetary contributions required to the Fund.

During the year, the Fund's assets returned -2.14% compared to the market of -1.38%. These returns are impacted by an overall market decline and considerable volatility in the final months of the year. However, in the first quarter of 2020/21 investment markets have rebounded with the fund returning to 31 December 2019 valuations.

The Pension Fund is a long-term investor, and as shown in the table below, has benefited from strong active management of the Fund's investments, which have provided higher returns, net of fees, to the Fund over the long term than the benchmark index. This helps manage the cost of benefits.

	12 months	3 years pa	10 years pa
Total Fund	-2.14%	3.92%	8.53%
Benchmark	-1.38%	3.05%	7.99%
Difference	-0.76%	0.87%	0.54%

The Pension Fund has chosen to invest responsibly rather than divest or restrict the investment opportunities. All investments are managed on behalf of the Pension Fund by external fund managers who make investment decisions. However, the fund managers are required to demonstrate that they have invested in the best performing companies that are financially and environmentally sustainable, adopt high standards of governance and provide financial benefit. In turn, the fund managers invest considerable resources to support their research driven investment decision making, long term stewardship and engagement with companies on the future direction and the risks associated with their business, including climate change. In addition, as part of this responsible stewardship the Pension Committee has requested that its fund managers actively vote on its behalf. Over the last 12 months the fund managers voted at 100% of domestic and 96% of overseas meetings and had informed engagements with invested companies.

In response to the Government's requirement that Administering Authorities "pool investments to significantly reduce costs while maintaining investment performance" the County Council is working with eleven like-minded LGPS funds under the name ACCESS (A Collaboration of Central, Eastern and Southern Shires). Whilst West Sussex has been working with others to deliver the pooling objectives, it has not yet transferred any investments into the pool.

Statement of Responsibilities

The Chief Financial Officer's responsibilities:

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

In preparing this Statement of Accounts, the Director of Finance and Support Services 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 Finance and Support Services has also:

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

I certify that the Statement of Accounts set out in the following pages presents a true and fair view of the financial position of the County Council as at 31 March 2020, and of its income and expenditure for the year ending on that date.

Katharine Eberhart
Director of Finance and Support Services
20 November 2020

The County Council's responsibilities:

The County Council is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Director of Finance and Support Services;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- approve the Statement of Accounts.

I confirm that the Statement of Accounts were considered and approved by the Regulation, Audit and Accounts Committee at its meeting on 20 November 2020 on behalf of West Sussex County Council.

Dr Nigel Dennis
Chairman of the Regulation, Audit and Accounts Committee
20 November 2020

MOVEMENT IN RESERVES STATEMENT

The Movement in Reserves 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 other 'unusable' reserves. The Statement shows how the movements in year of the Authority'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. The Net Increase/Decrease line shows the statutory General Fund balance movements in the year following those adjustments.

	General Fund Balance	Earmarked General Fund Reserves	Capital Receipts Reserve	Capital Grants Unapplied Account	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
	£000	£000	£000	£000	£000	£000	£000
Balance at 1 April 2018	**-20,286**	**-174,663**	**0**	**-13,627**	**-208,576**	**-601,304**	**-809,880**
Movement in Reserves during 2018/19:							
Total Comprehensive Income and Expenditure	-31,929	-	-	-	-31,929	6,671	-25,258
Adjustments between Funding and Accounting Basis (Note 2)	43,279	-	0	-31,042	12,237	-12,237	0
(Increase)/Decrease before Reserve Transfers	**11,350**	**-**	**0**	**-31,042**	**-19,692**	**-5,566**	**-25,258**
Transfers to/from Earmarked General Fund Reserves (Note 3)	-11,350	11,350	-	-	0	-	0
(Increase)/Decrease in 2018/19	**0**	**11,350**	**0**	**-31,042**	**-19,692**	**-5,566**	**-25,258**
Balance at 31 March 2019	**-20,286**	**-163,313**	**0**	**-44,669**	**-228,268**	**-606,870**	**-835,138**
Movement in Reserves during 2019/20:							
Total Comprehensive Income and Expenditure	-2,086	-	-	-	-2,086	-414,339	-416,425
Adjustments between Funding and Accounting Basis (Note 2)	-16,317	-	-3,959	-10,918	-31,194	31,194	0
(Increase)/Decrease before Reserve Transfers	**-18,403**	**-**	**-3,959**	**-10,918**	**-33,280**	**-383,145**	**-416,425**
Transfers to/from Earmarked General Fund Reserves (Note 3)	18,403	-18,403	-	-	0	-	0
(Increase)/Decrease in 2019/20	**0**	**-18,403**	**-3,959**	**-10,918**	**-33,280**	**-383,145**	**-416,425**
Balance at 31 March 2020	**-20,286**	**-181,716**	**-3,959**	**-55,587**	**-261,548**	**-990,015**	**-1,251,563**

The total General Fund of the Council is equal to the sum of the *General Fund Balance* and the *Earmarked General Fund Reserves* disclosed above. The total General Fund of the Council, including Earmarked General Fund Reserves, is therefore £202,002,000 as at 31 March 2020.

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. Reserves are reported in two categories. The first category of reserves is usable reserves, i.e. those reserves that the Authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves is those that the Authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between Funding and Accounting Basis'.

1 April 2019 £000		Notes	31 March 2020 £000
1,957,034	Property, Plant & Equipment	4	1,986,602
267	Heritage Assets	5	280
79,569	Investment Property	7	91,401
780	Intangible Assets	8	390
49,353	Long Term Investments	9	62,215
20,326	Long Term Debtors	9	28,894
2,107,329	**Long Term Assets**		**2,169,782**
74,302	Short Term Investments	9	210,683
7,507	Assets Held for Sale	10	1,840
161	Inventories	N/A	374
106,229	Short Term Debtors	11	119,172
81,310	Cash and Cash Equivalents	12	66,513
269,509	**Current Assets**		**398,582**
-15,975	Short Term Borrowing	9	-16,439
-118,456	Short Term Creditors	13	-132,295
-15,121	Short Term Provisions	14	-23,199
-2,883	Short Term PFI Liability	15	-2,973
-93	Short Term Finance Lease Liability	16	-99
-152,528	**Current Liabilities**		**-175,005**
-381,834	Long Term Borrowing	9	-474,819
-6,108	Long Term Provisions	14	-3,165
-99,479	Long Term PFI Liability	15	-95,010
-1,639	Long Term Finance Lease Liability	16	-1,703
-818,564	Pension Liability	17	-473,985
-79,481	Capital Grants Receipts in Advance	25	-91,195
-2,067	Other Long Term Liabilities	9	-1,919
-1,389,172	**Long Term Liabilities**		**-1,141,796**
835,138	**Net Assets**		**1,251,563**
-228,268	Usable Reserves	MIRS	-261,548
-606,870	Unusable Reserves	19	-990,015
-835,138	**Total Reserves**		**-1,251,563**

These financial statements replace the unaudited financial statements certified by the Director of Finance and Support Services on 7 August 2020.

Katharine Eberhart
Director of Finance and Support Services **20 November 2020**

EXPENDITURE AND FUNDING ANALYSIS

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

The Expenditure and Funding Analysis is a note to the financial statements. However, it is positioned here as it provides a link from the portfolio-based analysis of the revenue outturn presented in the Narrative Report to the analysis within the Net Cost of Services in the Comprehensive Income and Expenditure Statement.

2018/19 (Restated)				**2019/20**		
Net Expenditure Chargeable to the General Fund	Adjustments between Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund	Adjustments between Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
£000	£000	£000		£000	£000	£000
196,732	-5,870	190,862	Adults and Health	206,167	1,771	207,938
100,955	5,326	106,281	Children and Young People	117,316	11,689	129,005
51,751	5,074	56,825	Economy and Corporate Resources	48,040	8,870	56,910
20,727	-63,078	-42,351	Education and Skills	28,549	16,968	45,517
63,559	-8,170	55,389	Environment	63,712	3,833	67,545
17,125	30,891	48,016	Finance	13,864	2,117	15,981
36,107	1,064	37,171	Fire & Rescue and Communities	35,551	5,409	40,960
32,309	25,092	57,401	Highways and Infrastructure	39,249	26,797	66,046
1,406	106	1,512	Leader	1,495	134	1,629
520,671	-9,565	511,106	Net Cost of Services	553,943	77,588	631,531
-509,321	-33,714	-543,035	Other Income and Expenditure	-572,346	-61,271	-633,617
11,350	**-43,279**	**-31,929**	**(Surplus) or Deficit**	**-18,403**	**16,317**	**-2,086**
		-20,286	Opening General Fund Balance	-20,286		
		11,350	Add (Surplus)/Deficit on General Fund Balance in Year	-18,403		
		-11,350	Add Transfers to/(from) Earmarked General Fund Reserves in Year	18,403		
		-20,286	**Closing General Fund Balance**	**-20,286**		

The total General Fund of the Council is equal to the sum of the *General Fund Balance* and the *Earmarked General Fund Reserves* as disclosed in note 3 to the accounts. The total General Fund of the Council, including Earmarked General Fund Reserves, is therefore £202,002,000 as at 31 March 2020.

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both in the Expenditure and Funding Analysis and the Movement in Reserves Statement.

2018/19 (Restated) Gross Expenditure £000	2018/19 (Restated) Gross Income £000	2018/19 (Restated) Net Expenditure £000		2019/20 Gross Expenditure £000	2019/20 Gross Income £000	2019/20 Net Expenditure £000
352,655	-161,793	190,862	Adults and Health	383,322	-175,384	207,938
179,707	-73,426	106,281	Children and Young People	203,529	-74,524	129,005
63,064	-6,239	56,825	Economy and Corporate Resources	60,715	-3,805	56,910
410,952	-453,303	-42,351	Education and Skills	518,372	-472,855	45,517
65,727	-10,338	55,389	Environment	79,230	-11,685	67,545
50,869	-2,853	48,016	Finance	18,939	-2,958	15,981
43,557	-6,386	37,171	Fire & Rescue and Communities	49,184	-8,224	40,960
80,841	-23,440	57,401	Highways and Infrastructure	85,178	-19,132	66,046
1,522	-10	1,512	Leader	1,661	-32	1,629
1,248,894	**-737,788**	**511,106**	**Cost of Services**	**1,400,130**	**-768,599**	**631,531**
10,072	0	10,072	Other Operating Expenditure (Note 22)	19,100	0	19,100
106,636	-52,380	54,256	Financing and Investment Income and Expenditure (Note 23)	86,225	-50,999	35,226
0	-607,363	-607,363	Taxation and Non-Specific Grant Income (Note 24)	0	-687,943	-687,943
1,365,602	**-1,397,531**	**-31,929**	**(Surplus) or Deficit on Provision of Services**	**1,505,455**	**-1,507,541**	**-2,086**
		-86,714	(Surplus) or Deficit on Revaluation of Property, Plant and Equipment Chargeable to the Revaluation Reserve (Note 4)			-9,087
		11	Fair Value Gains/(Losses) released from Financial Instruments Revaluation Reserve and recognised in Financing and Investment Income (Note 19)			0
		93,374	Actuarial (Gains) and Losses on Remeasurement of Pension Scheme Assets and Liabilities (Note 17)			-405,252
		6,671	**Other Comprehensive Income and Expenditure**			**-414,339**
		-25,258	**Total Comprehensive Income and Expenditure**			**-416,425**

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.

2018/19 (Restated) £000		2019/20 £000
-31,929	Net (surplus) or deficit on the provision of services	-2,086
-28,504	Adjustments to net surplus or deficit on the provision of services for non cash movements (Note 34)	-115,287
78,766	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities (Note 35)	93,589
18,333	Net cash flows from Operating Activities	-23,784
-72,677	Investing Activities (Note 36)	126,730
16,974	Financing Activities (Note 37)	-88,149
-37,370	Net (increase)/decrease in cash and cash equivalents	14,797
-43,940	Cash and cash equivalents at the beginning of the reporting period	-81,310
-81,310	**Cash and cash equivalents at the end of the reporting period (Note 12)**	**-66,513**

NOTES TO THE FINANCIAL STATEMENTS

1. Prior Period Adjustment

The Authority has made a prior year adjustment in preparing its 2019/20 Statement of Accounts. This is detailed below.

Segment Reporting in the Comprehensive Income and Expenditure Statement (and associated notes)

In accordance with the requirements of the *CIPFA Code of Practice on Local Authority Accounting*, the Authority presents its Comprehensive Income and Expenditure Statement (and associated notes) on a cabinet member portfolio basis to reflect local reporting arrangements. The Authority made a number of changes to its portfolio structure in August 2019 and October 2019, and therefore the 2019/20 financial statements have been prepared using this revised portfolio structure. Furthermore, and in accordance with the requirements of *IAS1 Presentation of Financial Statements*, the 2018/19 comparators in the Comprehensive Income and Expenditure Statement (and associated notes) have also been restated on this revised reporting basis. The impact of this restatement is disclosed below.

Comprehensive Income and Expenditure Statement

Cabinet Member Portfolio Structure (pre August 2019)	2018/19 Net Expenditure £000	Cabinet Member Portfolio Structure (post October 2019)	2018/19 Net Expenditure (Restated) £000
Adults and Health	190,855	Adults and Health	190,862
Children and Young People	105,877	Children and Young People	106,281
Corporate Relations	46,153	Economy and Corporate Resources	56,825
Education and Skills	-42,351	Education and Skills	-42,351
Environment	53,967	Environment	55,389
Finance and Resources	48,437	Finance	48,016
Highways and Infrastructure	57,401	Fire & Rescue and Communities	37,171
Leader (including Economy)	11,763	Highways and Infrastructure	57,401
Safer, Stronger Communities	39,004	Leader	1,512
Cost of Services	**511,106**	**Cost of Services**	**511,106**

Expenditure and Funding Analysis

Cabinet Member Portfolio Structure (pre August 2019)	2018/19 Net Expenditure Chargeable to the General Fund £000	Cabinet Member Portfolio Structure (post October 2019)	2018/19 Net Expenditure Chargeable to the General Fund (Restated) £000
Adults and Health	196,732	Adults and Health	196,732
Children and Young People	100,551	Children and Young People	100,955
Corporate Relations	42,974	Economy and Corporate Resources	51,751
Education and Skills	20,727	Education and Skills	20,727
Environment	62,265	Environment	63,559
Finance and Resources	17,546	Finance	17,125
Highways and Infrastructure	32,309	Fire & Rescue and Communities	36,107
Leader (including Economy)	9,762	Highways and Infrastructure	32,309
Safer, Stronger Communities	37,805	Leader	1,406
Net Cost of Services	**520,671**	**Net Cost of Services**	**520,671**

Cabinet Member Portfolio Structure (pre August 2019)	2018/19 Adjustments between Funding and Accounting Basis £000	Cabinet Member Portfolio Structure (post October 2019)	2018/19 Adjustments between Funding and Accounting Basis (Restated) £000
Adults and Health	-5,877	Adults and Health	-5,870
Children and Young People	5,326	Children and Young People	5,326
Corporate Relations	3,179	Economy and Corporate Resources	5,074
Education and Skills	-63,078	Education and Skills	-63,078
Environment	-8,298	Environment	-8,170
Finance and Resources	30,891	Finance	30,891
Highways and Infrastructure	25,092	Fire & Rescue and Communities	1,064
Leader (including Economy)	2,001	Highways and Infrastructure	25,092
Safer, Stronger Communities	1,199	Leader	106
Net Cost of Services	**-9,565**	**Net Cost of Services**	**-9,565**

This revised portfolio structure has also been reflected in the prior year comparators in notes 6 Capital Expenditure and Capital Financing, 21 Segmental Income and 25 Grants Credited to Services.

The Balance Sheet is unaffected by this change, and therefore no 'third' balance sheet (providing comparators as at 1 April 2018) has been presented as part of this restatement. The Movement in Reserves Statement and Cash Flow Statement are also unaffected. There are no implications for the General Fund Balances or any other reserves arising from this change.

2. Adjustments between Accounting Basis and Funding Basis under Regulations

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

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

General Fund Balance

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

Capital Receipts Reserve

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

Capital Grants Unapplied

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

NOTES TO THE MOVEMENT IN RESERVES STATEMENT

2019/20	**Usable Reserves**		
	General Fund Balance £000	**Capital Receipts Reserve £000**	**Capital Grants Unapplied £000**
Adjustments to the Revenue Resources			
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:			
• Pensions costs (transferred to or from the Pensions Reserve)	-60,673	-	-
• Financial instrument revaluations (transferred to the Financial Instruments Revaluation Reserve or, for equity investments, the Capital Adjustment Account)	-2,104	-	-
• Council tax and NDR (transferred to or from the Collection Fund Adjustment Account)	-1,773	-	-
• Holiday pay (transferred to the Accumulated Absences Account)	-392	-	-
• Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	20,940	-	-82,437
Total Adjustments to Revenue Resources	-44,002	-	-82,437
Adjustments between Revenue and Capital Resources			
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	11,209	-11,209	-
Transfer of deferred sales proceeds from revenue to the Deferred Capital Receipts Reserve	0	-	-
Administrative costs of non-current asset disposals (funded by a contribution from the Capital Receipts Reserve)	-57	57	-
Write down of finance lease debtor (transfer from Deferred Capital Receipts Reserve)	-234	-	-
Statutory provision for the repayment of debt (transfer to the Capital Adjustment Account)	16,470	-	-
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	297	-	-
Total Adjustments between Revenue and Capital Resources	27,685	-11,152	-
Adjustments to Capital Resources			
Use of the Capital Receipts Reserve to finance capital expenditure	-	7,901	-
Application of capital grants to finance capital expenditure	-	-	71,519
Cash payments in relation to deferred capital receipts	-	-708	-
Total Adjustments to Capital Resources	-	7,193	71,519
Total Adjustments	**-16,317**	**-3,959**	**-10,918**

NOTES TO THE MOVEMENT IN RESERVES STATEMENT

2018/19	**Usable Reserves**		
	General Fund Balance **£000**	**Capital Receipts Reserve** **£000**	**Capital Grants Unapplied** **£000**
Adjustments to the Revenue Resources			
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:			
• Pensions costs (transferred to or from the Pensions Reserve)	-72,344	-	-
• Financial instrument revaluations (transferred to the Financial Instruments Revaluation Reserve or, for equity investments, the Capital Adjustment Account)	-373	-	-
• Council tax and NDR (transferred to or from the Collection Fund Adjustment Account)	-2,028	-	-
• Holiday pay (transferred to the Accumulated Absences Account)	93	-	-
• Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	85,341	-	-72,024
Total Adjustments to Revenue Resources	10,689	-	-72,024
Adjustments between Revenue and Capital Resources			
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	6,763	-6,763	-
Transfer of deferred sales proceeds from revenue to the Deferred Capital Receipts Reserve	708	-	-
Administrative costs of non-current asset disposals (funded by a contribution from the Capital Receipts Reserve)	-21	21	-
Write down of finance lease debtor (transfer from Deferred Capital Receipts Reserve)	-226	-	-
Statutory provision for the repayment of debt (transfer to the Capital Adjustment Account)	20,689	-	-
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	4,677	-	-
Total Adjustments between Revenue and Capital Resources	32,590	-6,742	-
Adjustments to Capital Resources			
Use of the Capital Receipts Reserve to finance capital expenditure	-	6,742	-
Application of capital grants to finance capital expenditure	-	-	40,982
Cash payments in relation to deferred capital receipts	-	0	-
Total Adjustments to Capital Resources	-	6,742	40,982
Total Adjustments	**43,279**	**0**	**-31,042**

3. Transfers to/from Earmarked Reserves

This note sets out the amounts set aside from the General Fund in earmarked reserves to provide financing for future expenditure plans, and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2019/20.

	Balance at 1 April 2018	Transfers Out 2018/19	Transfers In 2018/19	Balance at 31 March 2019	Transfers Out 2019/20	Transfers In 2019/20	Balance at 31 March 2020
	£000	**£000**	**£000**	**£000**	**£000**	**£000**	**£000**
Adult Social Care Transformation Fund	-1,743	1,233	0	-510	420	0	-90
Budget Management	-26,704	0	-3,406	-30,110	17,556	-2,398	-14,952
Business Infrastructure	-1,187	481	0	-706	60	0	-646
Business Rates Pilot Fund	0	0	0	0	619	-21,082	-20,463
Capital Expenditure	-4,010	4,010	0	0	0	0	0
Capital Infrastructure	-12,028	0	0	-12,028	0	0	-12,028
Covid-19 Emergency Fund	0	0	0	0	3	-20,528	-20,525
Crawley Schools PFI	-7,199	6,717	-117	-599	531	-87	-155
Dedicated Schools Grant (DSG)	-5,489	2,050	-2,806	-6,245	9,721	-1,737	1,739
Deprivation of Liberty Safeguarding	-1,000	139	0	-861	659	0	-202
Economic Growth	0	0	-1,297	-1,297	0	0	-1,297
Highways Commuted Sums	-3,063	6	0	-3,057	807	-1,110	-3,360
Highways On-Street Parking	-806	1,669	-1,831	-968	1,900	-2,582	-1,650
Infrastructure Works Feasibility	-298	600	-1,650	-1,348	1,351	-1,000	-997
Insurance	-8,049	2,693	0	-5,356	13	-502	-5,845
Interest Smoothing Account	-803	0	-275	-1,078	0	0	-1,078
Recycling & Waste PFI	-12,415	0	-64	-12,479	1,800	-62	-10,741
School Balances	-14,995	14,995	-16,452	-16,452	16,452	-16,241	-16,241
Schools Sickness and Maternity Scheme	-2,085	0	0	-2,085	152	0	-1,933
Service Transformation Fund	-11,513	4,766	0	-6,747	1,437	-6,500	-11,810
Social Care Support Grant 2018/19	0	548	-2,065	-1,517	0	0	-1,517
Special Support Centres	0	0	0	0	0	-1,845	-1,845
Statutory Duties	-2,350	55	-142	-2,437	0	0	-2,437
Strategic Economic Plan	-1,977	682	0	-1,295	234	0	-1,061
Street Lighting PFI	-19,142	0	-4,380	-23,522	226	-289	-23,585
Unapplied Revenue Grants	-1,804	1,623	-162	-343	99	-175	-419
Waste Materials Resource Management Contract (MRMC)	-29,216	1,300	-141	-28,057	1,500	-143	-26,700
Other Earmarked Reserves	-6,787	4,571	-2,000	-4,216	4,042	-1,704	-1,878
Earmarked Reserves	**-174,663**	**48,138**	**-36,788**	**-163,313**	**59,582**	**-77,985**	**-181,716**

- The **Adult Social Care Transformation Fund** holds the funding announced as part of the 2017/18 local government finance settlement. Funds are applied to pump-prime transformational investment in adult social care.
- The **Budget Management** reserve is held to guard against uncertainty and volatility over future Local Government Finance Settlements, business rate income and localisation of Council Tax benefits, as well as guarding against the risk of non delivery of savings and unforeseen service pressures.
- The **Business Infrastructure** reserve is intended to pump-prime local economic developments, through developing the broadband network, facilitating new business start-ups, and financing internal infrastructure improvements using local contractors where appropriate.
- The **Business Rates Pilot Fund** holds the gains arising from the 75% local retention pilot scheme in 2019/20. The fund will be invested jointly by the County Council and its billing authorities on project work with economic benefit, but is reflected in the County’s accounts as the lead authority.

NOTES TO THE MOVEMENT IN RESERVES STATEMENT

- The **Capital Expenditure** reserve was established to support expenditure within the capital programme as part of the capital financing strategy and therefore reduce the underlying borrowing requirement.
- The **Capital Infrastructure** reserve was created to support capital plans over the longer term, thus avoiding the need to borrow and incurring the associated long term capital financing costs. In 2020/21, the balance of the reserve will be consolidated within the Budget Management Reserve.
- The **Covid-19 Emergency Fund** holds the unspent balance of monies allocated by central government in March 2020 to support local authorities with pressures arising from the coronavirus pandemic.
- The **Crawley Schools PFI**, **Recycling & Waste PFI** and **Street Lighting PFI** reserves hold the surplus of government credits and other sources of finance over unitary charge payments and other expenditure in the early years of the respective contracts, to meet future expenditure over the life of the PFI arrangements. This equalises the costs to the taxpayer of building and maintaining the facilities over the duration of the contracts.
- The **Dedicated Schools Grant (DSG)** is ring-fenced, and can only be applied to finance expenditure on schools. This includes individual school budgets and central expenditure on educational services provided on a County-wide basis. The deployment of the reserve, including the basis for holding a deficit balance, is detailed further in Note 29.
- The **Deprivation of Liberty Safeguarding** reserve is held to support the Council in undertaking its statutory assessments of whether arrangements made for the care and/or treatment of an individual lacking capacity to consent amounts to a deprivation of liberty.
- The **Economic Growth** reserve is held to support the West Sussex Plan, ensuring that West Sussex remains a 'prosperous place' with a strong and vibrant economy through the delivery of the Economic Growth Plan.
- The **Highways Commuted Sums** reserve holds a balance of contributions received from developers in respect of future maintenance costs of non-standard highways infrastructure.
- The **Highways On-Street Parking** reserve holds the surplus of charges over enforcement and associated costs, which is used to finance on street parking development and eligible transport network expenditure.
- The **Infrastructure Works Feasibility** reserve provides revenue funding for feasibility works to support the development of the Council's capital programme.
- The **Insurance** reserve is held in respect of the Authority's self-funding insurance scheme, and provides for the risk of unknown future claims (i.e. in excess of the known claims as provided for in the insurance provision - see Note 14).
- The **Interest Smoothing Account** is held to meet temporary shortfalls arising from fluctuations in interest rates, such as a reduction in investment returns or increased costs of borrowing.
- The **School Balances** reserve holds net underspending on locally managed school budgets.
- The **Schools Sickness and Maternity** reserve holds the accumulated surplus on the sickness and maternity insurance scheme operated by the Authority for its maintained schools.
- The **Service Transformation Fund** is held to meet the costs of major organisational transformation. It is used to fund short-term costs in order to deliver ongoing savings, and as a source of investment to finance improvements to services so that they become more efficient and provide better outcomes.
- The **Social Care Support Grant 2018/19** reserve holds the balance of monies allocated to the Council as announced in the Local Government Finance Settlement in February 2018 to support the provision of adult social care. This has been earmarked as a contribution towards funding the cost of delivering the Adults' Improvement Programme.
- The **Special Support Centres** reserve is held to fund the creation of special support centres at mainstream schools, thereby negating any additional borrowing requirement (and associated financing costs) in the capital programme.
- The **Statutory Duties** reserve holds funding to meet any obligations over and above that which the Authority has made provision for, such as those relating to payments made outside of payroll, and to meet any costs associated with the implementation of the General Data Protection Regulation (GDPR) and Health and Safety requirements.
- The **Strategic Economic Plan** reserve is held to support the progression of the economic priorities within the Coast to Capital Local Enterprise Partnership.
- The **Unapplied Revenue Grants** reserve represents the unspent balance on revenue grants which are received for specific purposes but where there are no outstanding conditions on the grant which could require its repayment. The grant has therefore been recognised in full in the Comprehensive Income and Expenditure Statement, but the unapplied balance is held in a reserve to fund future expenditure plans relevant to the purpose of the grant.
- The **Waste Materials Resource Management Contract (MRMC)** reserve is the County Council's investment fund to meet the 25-year contract with Biffa Waste Services Ltd for the treatment and disposal of waste, including the development of appropriate facilities.
- **Other Earmarked Reserves** represents the cumulative balances and transactions on a number of smaller reserves which are individually immaterial.

4. Property, Plant and Equipment

Movements in 2019/20	Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Surplus Assets £000	Assets under Construction £000	**Total Property, Plant & Equipment £000**	PFI Assets included in Property, Plant & Equipment £000
Cost or Valuation							
At 1 April 2019	1,485,971	114,218	605,396	39,493	11,533	2,256,611	178,224
Additions	18,649	11,165	34,133	394	17,310	81,651	377
Donations	11,708	0	0	0	0	11,708	0
Revaluation increases/(decreases) recognised in the Revaluation Reserve	-13,172	0	0	-2,438	0	-15,610	-5,283
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	21,062	0	0	-1,359	0	19,703	0
Disposals	-49	-738	0	0	0	-787	0
Derecognition - Academies	-9,643	0	0	0	0	-9,643	0
Derecognition - Finance Leases	-2,866	0	0	0	0	-2,866	0
Derecognition - Other	-9,096	-10,767	-29,924	0	-53	-49,840	-1,227
Assets reclassified (to)/from Assets Held for Sale	-268	0	0	-924	0	-1,192	0
Assets reclassified (to)/from Investment Property	0	0	0	370	0	370	0
Transfer in asset category	19,142	0	0	629	-19,771	0	0
At 31 March 2020	**1,521,438**	**113,878**	**609,605**	**36,165**	**9,019**	**2,290,105**	**172,091**
Accumulated Depreciation and Impairment							
At 1 April 2019	0	-43,579	-255,998	0	0	-299,577	-26,297
Depreciation charge	-35,309	-11,901	-32,716	-824	0	-80,750	-5,815
Depreciation written out to the Revaluation Reserve on revaluation	24,156	0	0	541	0	24,697	2,130
Depreciation written out to the Surplus/Deficit on the Provision of Services on revaluation	10,969	0	0	170	0	11,139	0
Impairment (losses)/reversals recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment (losses)/reversals recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	0
Disposals	0	0	0	0	0	0	0
Derecognition - Academies	0	0	0	0	0	0	0
Derecognition - Finance Leases	75	0	0	0	0	75	0
Derecognition - Other	212	10,767	29,924	0	0	40,903	1,227
Depreciation written out on newly classified Assets Held for Sale	0	0	0	10	0	10	0
Depreciation written out on newly classified Investment Property	0	0	0	0	0	0	0
Transfer in asset category	-103	0	0	103	0	0	0
At 31 March 2020	**0**	**-44,713**	**-258,790**	**0**	**0**	**-303,503**	**-28,755**
Net Book Value							
At 1 April 2019	**1,485,971**	**70,639**	**349,398**	**39,493**	**11,533**	**1,957,034**	**151,927**
At 31 March 2020	**1,521,438**	**69,165**	**350,815**	**36,165**	**9,019**	**1,986,602**	**143,336**

Comparative Movements in 2018/19	Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Surplus Assets £000	Assets under Construction £000	**Total Property, Plant & Equipment £000**	PFI Assets included in Property, Plant & Equipment £000
Cost or Valuation							
At 1 April 2018	1,334,266	121,984	604,417	44,710	24,963	2,130,340	172,552
Additions	18,714	10,402	32,081	253	16,676	78,126	4,605
Donations	0	0	0	0	0	0	0
Revaluation increases/(decreases) recognised in the Revaluation Reserve	49,345	0	0	2,268	0	51,613	1,536
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	76,946	0	0	225	0	77,171	0
Disposals	-389	-3,379	0	-1,540	0	-5,308	0
Derecognition - Academies	-6,280	0	0	0	0	-6,280	0
Derecognition - Finance Leases	0	0	0	0	0	0	0
Derecognition - Other	-3,300	-14,893	-30,998	0	0	-49,191	-469
Assets reclassified (to)/from Assets Held for Sale	0	0	0	-7,079	0	-7,079	0
Assets reclassified (to)/from Investment Property	0	0	0	20	-12,801	-12,781	0
Transfer in asset category	16,669	104	-104	636	-17,305	0	0
At 31 March 2019	**1,485,971**	**114,218**	**605,396**	**39,493**	**11,533**	**2,256,611**	**178,224**
Accumulated Depreciation and Impairment							
At 1 April 2018	-34,770	-46,361	-255,123	1	0	-336,253	-24,910
Depreciation charge	-24,350	-12,090	-31,894	0	0	-68,334	-5,533
Depreciation written out to the Revaluation Reserve on revaluation	35,080	0	0	21	0	35,101	3,677
Depreciation written out to the Surplus/Deficit on the Provision of Services on revaluation	23,449	0	0	0	0	23,449	0
Impairment (losses)/reversals recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment (losses)/reversals recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	0
Disposals	15	0	0	0	0	15	0
Derecognition - Academies	431	0	0	0	0	431	0
Derecognition - Finance Leases	0	0	0	0	0	0	0
Derecognition - Other	123	14,893	30,998	0	0	46,014	469
Depreciation written out on newly classified Assets Held for Sale	0	0	0	0	0	0	0
Depreciation written out on newly classified Investment Property	0	0	0	0	0	0	0
Transfer in asset category	22	-21	21	-22	0	0	0
At 31 March 2019	**0**	**-43,579**	**-255,998**	**0**	**0**	**-299,577**	**-26,297**
Net Book Value							
At 1 April 2018	**1,299,496**	**75,623**	**349,294**	**44,711**	**24,963**	**1,794,087**	**147,642**
At 31 March 2019	**1,485,971**	**70,639**	**349,398**	**39,493**	**11,533**	**1,957,034**	**151,927**

Depreciation

Depreciation is provided on all Property, Plant and Equipment assets. An exception is made for assets without a determinable finite useful life (i.e. freehold land and heritage assets) and assets that are not yet available for use (i.e. assets under construction). New assets will be depreciated from 1 April of the year that follows the date of initial recognition.

The useful lives used in the calculation of depreciation are set out in Note 41 Accounting Policies.

Capital Commitments

The Authority has entered into a number of contracts prior to 31 March 2020 for the construction or enhancement of Property, Plant and Equipment. It has commitments totalling £21.3m to be paid in 2020/21 and thereafter (commitments at 31 March 2019 were £32.1m). The major commitments are:

Name of capital project	Programme duration	Outstanding Commitments £000
Fire Vehicles and Appliances	2019-2021	1,815
Shelley County Primary School	2019-2022	1,707
Your Energy Sussex Programme	2019-2022	1,511
Horsham Combined Blue Light Centre	2019-2021	1,180
West Sussex Gigabit	2018-2021	1,086
Choices for the Future (In-House Social Care)	2019-2022	824
A2300 Corridor Capacity Enhancement, Burgess Hill	2018-2023	726
A29 Realignment, Bognor Regis	2019-2023	705
Manor Green Primary School, Crawley	2019-2022	702
A259 Corridor Capacity Enhancement, East Arun	2019-2023	527

Revaluations

The Authority carries out a rolling revaluation programme that ensures that all Property, Plant and Equipment required to be measured at current value is revalued at least every five years. Further detail on the Authority's revaluation programme and the measurement bases for its Property, Plant and Equipment assets can be found in Note 41 Accounting Policies.

The Authority undertook a number of valuations at 31 March 2020. Valuations were instructed by the Director of Finance and Support Services, and carried out by external independent valuers: Montagu Evans Chartered Surveyors, 5 Bolton Street, London, W1J 8BA. Valuations were undertaken in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors (RICS) and the CIPFA Code of Practice.

The valuer has invoked a 'material valuation uncertainty' clause in relation to their work undertaken for 31 March 2020 valuation purposes, due to the market volatility caused by the coronavirus pandemic. Further detail is provided in Note 43 Assumptions made about the future and other major sources of estimation uncertainty.

Fair Value Hierarchy

The Council's Surplus Property, Plant and Equipment assets are valued at fair value in accordance with the requirements of IFRS 13 Fair Value Measurement. All surplus assets have been subject to revaluation in 2019/20. A de minimis of £250,000 has been applied in the tables below.

The Council uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs. Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the Council's financial statements are categorised within the fair value hierarchy, as follows:

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

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

Level 3 – unobservable inputs for the asset

Details of the Authority's Surplus Assets, and information about the fair value hierarchy as at 31 March 2020, are as follows:

	Quoted prices in active markets for identical assets (Level 1) £000	Other significant observable inputs (Level 2) £000	Significant unobservable inputs (Level 3) £000	Fair value as at 31 March 2020 £000
Commercial	0	0	2,461	2,461
Office Units	0	3,550	1,626	5,176
Residential	0	0	24,752	24,752
Sub Total	0	3,550	28,839	32,389
De minimis	0	0	3,776	3,776
Total	**0**	**3,550**	**32,615**	**36,165**

Comparative figures as at 31 March 2019:

	Quoted prices in active markets for identical assets (Level 1) £000	Other significant observable inputs (Level 2) £000	Significant unobservable inputs (Level 3) £000	Fair value as at 31 March 2019 £000
Commercial	0	0	4,789	4,789
Office Units	0	3,557	1,673	5,230
Residential	0	0	24,817	24,817
Sub Total	0	3,557	31,279	34,836
De minimis	0	0	4,657	4,657
Total	**0**	**3,557**	**35,936**	**39,493**

Transfers between Levels of the Fair Value Hierarchy

There were no transfers between the levels of the fair value hierarchy during the year.

Quantitative Information about Fair Value Measurement of Surplus Assets using Significant Unobservable Inputs – Level 3

	Fair Value as at 31 March 2020 £000	Valuation technique used to measure Fair Value	Unobservable inputs	Range (weighted average used)	Valuation process
Commercial	461	Market Approach	Land sale comparables	£750,000 to £1,250,000 per hectare	Analysed industrial and commercial land sales in region. Considered size of site, layout, location, planning restrictions and discounted comparables accordingly.
	2,000	Comparable approach	Industrial rent and yield comparables	£50,000 to £90,000 per annum	Analysed industrial rents and yields and made appropriate discounts depending on the size, quality, and location of the building. Applied market norms for both void periods and rent free periods.
Office Units	251	Comparable approach	Land sale comparables, residential sales, office comparables	Office rents between £10.00 - £22.50 per sq ft	Land values with residential potential analysed in and around local area. Discounted for location, planning consent, potential residential development size, access, change of use.
	1,375	Market Approach	Office comparables in local areas	Office rents between £9.50 - £11.00 per sq ft	Land values with residential potential analysed in and around local area. Discounted for location, planning consent, potential residential development size, access, change of use.

	Fair Value as at 31 March 2020 £000	Valuation technique used to measure Fair Value	Unobservable inputs	Range (weighted average used)	Valuation process
Residential	14,347	Market Approach	Residential land sale comparables	£400,000 - £2,000,000 per hectare	Analysed land values with residential potential in and around local area. Discounted for location, planning consent, potential residential development size, access, and build costs.
	8,141	Market Approach	Residential sales comparables	£200,000 - £500,000 per dwelling	Analysed land values with residential potential in and around local area. Discounted for location, planning consent, potential residential development size, access, and build costs.
	821	Market Approach	Residential sales values and land values	Land £15,000- £2,000,000 per hectare/ Dwellings £215,000 - £450,000	Valued as both a residential sales value and a land value. Discounted for type of property, size, layout of plot, location within the town, and condition. Discounts on the land for shape, size, type of land, future development opportunities.
	343	Market Approach	Residential comparables	£300 - £350 per sq ft	Carried out a development appraisal on the site, using comparable scheme evidence to provide a basis of value. Applied discounts to take into account planning constraints, location of the site, change of use.
	1,100	Comparable Method of Valuation / Market Approach	Land sales, residential sales	£1,150,000 - £1,400,000 per hectare	Analysed land values with residential potential in and around local area. Discounted for location, unusual nature and layout of the sites, planning consent, access, build costs and proximity to a school. Analysed commercial land comparables taking into account existing buildings on site, size and layout of site.

5. Heritage Assets

The Code of Practice on Local Authority Accounting in the United Kingdom requires Heritage Assets to be carried on an Authority's balance sheet at valuation (subject to materiality).

The Authority recognises one Heritage Asset on its balance sheet. Halnaker Windmill is a tower mill which stands on Halnaker Hill, northwest of Chichester. Originally built as the feudal mill of the Goodwood Estate, the surviving mill is thought to date from the 1740s. The carrying value of the mill on the Authority's balance sheet at 31 March 2020 is £280,000, which is inclusive of additional capital expenditure of £13,000 in 2019/20.

The Authority holds a number of other assets of historical, artistic and cultural significance, such as graded and listed buildings. However, where the asset serves an operational purpose it is not appropriate to account for it as a Heritage Asset. Such assets are accounted for within Property, Plant and Equipment.

However, the Authority does own a number of assets which do not serve any operational purpose, and are held principally for their contribution to knowledge and culture. Whilst these are therefore considered to be Heritage Assets, they have not been recognised on the balance sheet on the basis that it is not practicable to establish the fair value of the assets. The principal source of such assets is the Record Office in Chichester. The Office holds the written and recorded heritage of the county of West Sussex. This includes paper and parchment documents, books and files, maps and plans, photographs and cine films, and electronic records, the earliest documents dating back to the 8th century. The assets of the Office are not valued for insurance purposes, and whilst they are of significance to the local community, their value is not considered to be material in the context of the Authority's £2.2billion long term asset base.

6. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI contracts), 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.

CAPITAL EXPENDITURE AND CAPITAL FINANCING

	2018/19 (Restated)		2019/20	
	£000	£000	£000	£000
Capital Financing Requirement				
Balance brought forward at 1 April		575,904		618,178
Capital Investment for the Year by Portfolio:				
Adults and Health	317		1,675	
Children and Young People	0		2,551	
Economy and Corporate Resources	5,092		12,610	
Education and Skills	26,798		31,955	
Environment	5,407		1,473	
Finance	39,158		4,550	
Fire & Rescue and Communities	4,934		3,295	
Highways and Infrastructure	32,190		33,390	
Finance Lease Notional Investment	0		463	
Recycling & Waste PFI Notional Investment	4,605		377	
		118,501		92,339
Source of Finance:				
Capital Receipts	-6,742		-7,901	
External Contributions	-3,105		-6,330	
External Contributions applied to REFCUS	-999		-501	
Specific Grants	-37,877		-65,189	
Specific Grants applied to REFCUS	-2,138		-3,924	
Revenue Contribution to Capital Outlay	-4,677		-297	
		-55,538		-84,142
Sums set aside from revenue (MRP)		-20,689		-16,470
Balance carried forward at 31 March		**618,178**		**609,905**
Change in Capital Financing Requirement		42,274		-8,273

REFCUS expenditure of £10.536m is included within portfolio totals in 2019/20 (2018/19 £5.33m). Included within this total is £4.051m (2018/19 £Nil) that has been capitalised in accordance with a direction issued by the Secretary of State for Housing, Communities and Local Government under the Local Government Act 2003. This direction provides local authorities with the freedom to use capital receipts from the sale of assets to help fund the revenue costs of transformation projects in order to achieve ongoing savings and reduce costs or demand for public services.

	2018/19	2019/20
	£000	£000
Explanation of change in CFR:		
Increase in underlying need to borrow	58,358	7,357
Assets acquired under finance leases	0	463
Assets acquired under PFI contracts	4,605	377
Less the total of the Minimum Revenue Provision	-20,689	-16,470
	42,274	-8,273

NOTES TO THE BALANCE SHEET

Reconciliation of the Capital Financing Requirement to the Balance Sheet

	31 March 2019 £000	31 March 2020 £000
Capital Financing Requirement	618,178	609,905
Property Plant & Equipment (Note 4)	1,957,034	1,986,602
Heritage Assets (Note 5)	267	280
Investment Property (Note 7)	79,569	91,401
Intangible Assets (Note 8)	780	390
Equity Investments (Note 9)[1]	4	2
Other Long Term Liabilities (Note 9)[2]	-2,067	-1,919
Assets Held for Sale (Note 10)	7,507	1,840
Capital Adjustment Account (Note 19)	-990,726	-1,039,904
Revaluation Reserve (Note 19)	-434,190	-428,787
	618,178	609,905

[1] Shareholding in the UK Municipal Bond Agency plc, initially categorised as an Unquoted Equity Investment in 2014/15 (held at cost). Subsequently re-classified as a Quoted Equity Investment and held at fair value, with resulting revaluation losses charged initially to the Available for Sale Financial Instruments Reserve and, subsequent to its abolition upon the Code's adoption of IFRS 9 Financial Instruments, the Capital Adjustment Account.

[2] Deferred income to be released to the Comprehensive Income and Expenditure Statement over the remaining term of the Recycling and Waste Handling Private Finance Initiative.

7. 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:

2018/19 £000		2019/20 £000
-360	Rental income from investment property	-1,732
0	Direct operating expenses arising from investment property	0
10	(Gains) and losses on sale of investment property	55
-415	Change in fair value of investment property	-12,245
-765	**Net (gain)/loss**	**-13,922**

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

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

2018/19 £000		2019/20 £000
31,376	Balance at 1 April	79,569
	Additions:	
34,890	Purchases	0
117	Subsequent expenditure	139
-10	Disposals of Investment Properties	-182
415	Net gains from fair value adjustments	12,245
	Transfers:	
12,781	(To)/from Property, Plant and Equipment	-370
0	(To)/from Assets Held for Sale	0
79,569	**Balance at 31 March**	**91,401**

Revaluation of Investment Property is undertaken by external independent valuers: Montagu Evans Chartered Surveyors of 5 Bolton Street, London, W1J 8BA in accordance with the Royal Institution of Chartered Surveyors (RICS) Valuation Manual.

The valuer has invoked a 'material valuation uncertainty' clause in relation to their work undertaken for 31 March 2020 valuation purposes, due to the market volatility caused by the coronavirus pandemic. Further detail is provided in Note 43 Assumptions made about the future and other major sources of estimation uncertainty.

Fair Value Hierarchy

The Council's Investment Property assets are valued at fair value in accordance with the requirements of IFRS 13 Fair Value Measurement. All Investment Property assets have been subject to revaluation in 2019/20. A de minimis of £250,000 has been applied in the tables below.

The Council uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs. Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the Council's financial statements are categorised within the fair value hierarchy, as follows:

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

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

Level 3 – unobservable inputs for the asset

Details of the Authority's Investment Property, and information about the fair value hierarchy as at 31 March 2020, are as follows:

	Quoted prices in active markets for identical assets (Level 1) £000	Other significant observable inputs (Level 2) £000	Significant unobservable inputs (Level 3) £000	Fair value as at 31 March 2020 £000
Agricultural	0	0	3,997	3,997
Commercial	0	0	60,711	60,711
Residential	0	0	21,320	21,320
Sub Total	0	0	86,028	86,028
De minimis	0	0	5,373	5,373
Total	**0**	**0**	**91,401**	**91,401**

Comparative figures as at 31 March 2019:

	Quoted prices in active markets for identical assets (Level 1) £000	Other significant observable inputs (Level 2) £000	Significant unobservable inputs (Level 3) £000	Fair value as at 31 March 2019 £000
Agricultural	0	0	3,603	3,603
Commercial	0	0	59,075	59,075
Residential	0	0	11,378	11,378
Sub Total	0	0	74,056	74,056
De minimis	0	0	5,513	5,513
Total	**0**	**0**	**79,569**	**79,569**

Transfers between Levels of the Fair Value Hierarchy

There were no transfers between the levels of the fair value hierarchy during the year.

Quantitative Information about Fair Value Measurement of Investment Properties using Significant Unobservable Inputs – Level 3

	Fair Value as at 31 March 2020 £000	Valuation technique used to measure Fair Value	Unobservable inputs	Range (weighted average used)	Valuation process
Agricultural	2,879	Market Approach	Agricultural land sales	£15,000 - £40,000 per hectare	Analysed land values for other agricultural land sales across the county and placed a land value on the site area. Allowances for location, development potential, layout of the site, access issues, size of the site, and demand in the area. Deductions for any lease in place.
	630	Market Approach	Agricultural land sales	Rents - £45,000 to £65,000	Valued as an investment valuation. Specialist nature of the lease, specialist nature of the site and length of lease unexpired.
	488	Income Approach	Agricultural rents and yields	£45,000 to £55,000 per annum	Analysed comparable sites and applied an opinion of a capitalisation yield on the received income.
Commercial	49,608	Income Approach	Commercial rents and yields	£600,000 to £1,500,000 per annum (yields 5% to 7.5%)	Analysed comparable sites and applied an opinion of a capitalisation yield on the received income. Analysed similar income streams to understand the yield position to apply to the income stream. Analysed covenant strength, length of lease, level of rent comparative to market rent, repair clause.
	10,711	Income Approach	Commercial income streams	Not applicable	Analysed other assets let to secure risk free organisations to arrive at an investment yield. This income by this yield has then been capitalised.
	392	Market Approach	Car parking space values	£5,000 per space	Analysed car parking space values in the local area, valued on the basis of 558 spaces. Discounted by 30 years to represent the current Management Agreement in place expiring in 30 years.

	Fair Value as at 31 March 2020 £000	Valuation technique used to measure Fair Value	Unobservable inputs	Range (weighted average used)	Valuation process
Residential	17,399	Market Approach	Residential land sale comparables / residential land values	£400,000 to £1,500,000 per hectare	Land values analysed with residential potential in and around the local area. Discounted for location, planning consent, potential residential development size, access, build cost, finance, contingency and agency fees.
	550	Income Approach	Residential rental and sales values	£30,000 - £35,000 per annum	Valued as a smallholding with a variety of outbuildings on site. Discounts for size of buildings, size of site, location within the county, demand, market conditions, and previous sales values.
	650	Market Approach	Residential sales	£550,000 to £800,000 per dwelling	Valued as a smallholding with a variety of outbuildings on site. Discounts for size of buildings, size of site, location within the county, demand, market conditions, and previous sales values.
	1,474	Market Approach	Residential sales and land values	£15,000 - £21,000 per hectare for land and £205,000 - £475,000 per dwelling	Discounted for type of property, size, layout of plot, location within the local area, and condition. Discounted on the land for shape, size, type of land, future development opportunities.
	1,247	Market Approach	Residential sales comparables	£250,000 to £475,000 per dwelling	Residential sales values analysed in and around local area. Discounts made to take into account location, site layout, condition, parking, number of bedrooms, style of property.

8. Intangible Assets

The Authority accounts for its software as intangible assets, to the extent that 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 relate to purchased licenses.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the Authority. The current licenses have been assigned a useful life of 10 years.

The carrying amount of the intangible asset is amortised on a straight-line basis. The amortisation of £390,000 charged to revenue in 2019/20 was charged to the Economy and Corporate Resources portfolio in the Net Cost of Services. The movement on Intangible Asset balances during the year is as follows:

	2018/19	**2019/20**
	£000	**£000**
Balance at 1 April		
- Gross carrying amounts	4,580	3,583
- Accumulated amortisation	-3,400	-2,803
Net carrying amount at start of year	1,180	780
Purchases	0	0
Amortisation for the period	-400	-390
Balance at 31 March	**780**	**390**
Comprising:		
Gross carrying amounts	3,583	3,483
Accumulated amortisation	-2,803	-3,093
	780	390

9. Financial Instruments and Nature and Extent of Risks arising from Financial Instruments

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

Financial Assets: A Financial Asset is a right to future economic benefits controlled by the Council that is represented by cash or other instruments or a contractual right to receive cash or another financial asset. The financial assets held by the Council during 2019/20 are classified in accordance with the Code of Practice as follows:

Amortised cost (financial assets whereby the Council's business model is to collect contractual cash flows with intention of holding to maturity; such cash flows being solely payments of principal and interest) comprising:

- Cash held at Lloyds Bank plc (including school bank accounts)
- Fixed-term deposits and call/notice accounts with banks and building societies
- Certificate of deposits, bonds (senior unsecured) & covered bonds issued by banks and building societies
- British Government securities (not held for trading) including Treasury Bills, Gilts & other securities
- Loans to other UK local authorities (by way of fixed-term investments or bonds issued by an authority)
- Loans to UK Registered Social Landlords (by way of fixed-term investments with the housing association)
- Corporate bonds issued by companies (non-bank)
- Money market funds that preserve investment value through a constant or low volatility net asset valuation
- Loans to third parties (not made for the delivery of Council services)
- Trade receivables (debtors) for goods and services delivered

Fair value through profit or loss (financial assets whose contractual payments are not solely payments of principal and interest; such assets incurring fair value gains and/or losses over the lifetime of the investment) comprising:

- Externally managed pooled funds (collective investment schemes) including multi-asset, property and ultra-short dated bond funds
- Equity investment in the UK Municipal Bond Agency

At 31 March 2020 the Council did not have (or elect to hold) any investments to be measured at fair value through other comprehensive income. Balances in bank call accounts and money market funds (both instant access) are shown under 'Cash and Cash Equivalents' in the Balance Sheet as they represent highly liquid investments that are readily convertible to known amounts of cash.

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 are potentially unfavourable to the Council.

The Council's non-derivative financial liabilities (measured at amortised cost) held during the year comprised:

- Long-term borrowing from the Public Works Loan Board (PWLB)
- Short-term borrowing from the Chichester Harbour Conservancy (and its associated charities)
- Overdraft facility with Lloyds Bank plc
- Private Finance Initiative (PFI) contracts
- Finance leases on land and buildings
- Trade payables (creditors) for goods and services received

The Council's Treasury Management Strategy approves temporary borrowing for cash flow purposes from UK local authorities and financial institutions authorised by the Prudential Regulation Authority (PRA) to operate in the UK. Excluding the Council's main provider of banking service (Lloyds) where overdraft facilities exist, no such borrowing was taken during 2019/20. Additionally the Council holds cash on behalf of the Chichester Harbour Conservancy as part of the Harbour's own investment strategy. This is presented as short term borrowing as the amount held is available for repayment back to the Chichester Harbour Conservancy on any given notice.

At 31 March 2020, the Council did not hold any derivative financial liabilities, for example forward contracts on fixed rate investments where interest rates had moved in the other party's favour since the contract was agreed.

Transaction Costs:

During 2019/20 transactions costs relating to the Council's financial instruments (loans and investments) have been charged in full to the Comprehensive Income and Expenditure Statement.

NOTES TO THE BALANCE SHEET

a. Financial Instruments Balances

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

Financial Assets	Long Term 1 April 2019 £000	Long Term 31 March 2020 £000	Current 1 April 2019 £000	Current 31 March 2020 £000
Investments (including accrued interest)	10,011	24,977	74,002	210,389
Cash and cash equivalents	0	0	81,815	66,513
Trade Debtors	20,326	28,894	33,304	32,798
Amortised cost	30,337	53,871	189,121	309,700
Fair value through other comprehensive income	0	0	0	0
Pooled funds (including accrued interest)	39,338	37,236	300	294
Equity investments	4	2	0	0
Fair value through profit and loss	39,342	37,238	300	294
Total Financial Assets	69,679	91,109	189,421	309,994
Soft loans provided [1]	235	979	20	276

[1] Included within trade debtors total.

Financial Liabilities	Long Term 1 April 2019 £000	Long Term 31 March 2020 £000	Current 1 April 2019 £000	Current 31 March 2020 £000
Borrowing [1] (principal amount)	-381,834	-474,819	-11,977	-11,975
Accrued interest (PWLB)	0	0	-3,998	-4,464
PFI liability	-99,479	-95,010	-2,883	-2,973
Finance lease liability	-1,639	-1,703	-93	-99
Other long-term liabilities	-2,067	-1,919	0	0
Trade Creditors	0	0	-83,518	-71,714
Cash and cash equivalents	0	0	-505	0
Amortised cost	-485,019	-573,451	-102,974	-91,225
Fair value through profit and loss	0	0	0	0
Total Financial Liabilities	-485,019	-573,451	-102,974	-91,225

[1] The County Council began long-term borrowing during 2000/01; including £100m additional borrowing that was arranged during the first quarter of 2019/20 (PWLB 50-year maturity loans at an average rate of 2.22%). All outstanding loans at 31 March 2020 are scheduled to be repaid between 2020 and 2069.

The portion of long-term liabilities and investments due to be settled within 12 months of the Balance Sheet date are presented in the Balance Sheet under 'Current Liabilities' or 'Current Assets'. This would include accrued interest on long term liabilities and investments that are payable and/or receivable in 2020/21.

(i) Soft Loans

In accordance with the 2019/20 Code of Practice, where loans are advanced at below market (commercial) rates they are classified as 'soft loans'. The County Council made one such loan during March 2015; a twenty-year loan advanced to the Littlehampton Harbour Board for the purchase of a multi-purpose vessel at a borrowing rate of 2.56%. The Council estimates that had interest been charged at market rates (assumed as 4% above the prevailing Bank of England base interest rate) interest receivable in the Comprehensive Income and Expenditure Statement would have increased by £5,300 (considered below de minimis for full disclosure).

Additionally, during 2019/20 the Council introduced the "Financial Support for Recruitment and Retention-Employee Loan" scheme, whereby eligible employees (in posts designated by the Council as hard to fill) could apply for interest free loans up to £10,000 with repayment terms over a maximum 5-year period. The Council estimates that had interest on these loans been charged at market rates (assumed at 4% above the prevailing Bank of England base interest rate, as per an illustrative APR for such personal bank loans) interest receivable in the Comprehensive Income and Expenditure Statement would have increased by £21,350. Again this is considered to be below the de minimis for full disclosure in the financial statements as per the Council's accounting policy for soft loans as detailed at Note 41.

The position relating to soft loans at 31 March 2020 is therefore:

	2018/19 £000	2019/20 £000
Balance brought forward	267	255
Loans advance	0	1,153
Repayments Received	-20	-161
Interest charged to Comprehensive I&E Statement (CIES)	7	7
Expected credit loss allowance (movement charged to CIES)	1	1
Soft Loans Total (within trade debtors)	255	1,255

(ii) Other

During 2019/20, with regard to financial instruments the County Council had no unusual movements, reclassification of instruments, derecognition of instruments or defaults and breaches.

b. Financial Instruments - Gains and Losses

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

	2018/19			2019/20		
	Financial Liabilities	Financial Assets		Financial Liabilities	Financial Assets	
	Amortised Cost £000	Amortised Cost £000	Fair Value through Profit and Loss £000	Amortised Cost £000	Amortised Cost £000	Fair Value through Profit and Loss £000
Interest:						
Expense	-39,577	-	-	-31,242	-	-
Income	-	2,280	948	-	2,709	1,523
Total Interest	-39,577	2,280	948	-31,242	2,709	1,523
Fair value gains/losses:						
Equity	0	0	-17	0	0	-2
Multi-asset income funds	0	0	299	0	0	-1,427
Property funds	0	0	-655	0	0	-675
Ultra-short dated bond funds	0	0	89	0	0	187
Total fair value gains/losses	0	0	-284	0	0	-1,917
Other:						
Fee expense (brokerage)	0	0	-38	-35	-11	0
ECL allowance (prior year reversal)	0	27	0	0	15	0
ECL allowance at 31 March	0	-15	0	0	-41	0
Total fair value gains/losses	0	12	-38	-35	-37	0
Total gains and losses recognised in Surplus or Deficit on Provision of Services (CIES)	-39,577	2,292	626	-31,277	2,672	-394

The Ministry of Housing, Communities and Local Government (MHCLG) introduced a statutory override for English local authorities effective from 1 April 2018 for an initial 5-year period up to 31 March 2023, whereby fair value movements on qualifying pooled funds are accounted for through the financial instruments revaluation reserve. The Council has maintained this accounting policy throughout 2019/20 with regard to its multi-asset income and property pooled funds.

c. Financial Instruments - Fair Values

The basis for recurring fair value measurements are:

- Level 1 - Fair value is derived from quoted prices (unadjusted) in active markets for identical assets or liabilities that the Council can access at the measurement date (for example bond prices).
- Level 2 - Fair value is calculated from inputs other than quoted prices that are observable for the asset or liability (for example interest rates or yields for similar instruments).
- Level 3 - Fair value is determined using unobservable inputs for the asset or liability.

<u>(i) Fair Value of Financial Assets</u>

Some of the Council's financial assets are measured at fair value on a recurring basis and are described in the following table, including the valuation techniques used to measure them.

Financial Assets (measured at fair value through profit & loss)	**Fair Value Level**	**Valuation technique used to measure Fair Value**	**Original Invested Value £000**	**2018/19 Fair Value £000**	**2019/20 Fair Value £000**
Fidelity Multi-Asset Income Fund	1	Unadjusted quoted	7,500	7,728	7,009
NinetyOne Diversified Income Fund	1	prices in active markets	7,500	7,571	6,863
Accrued interest (multi-asset funds)	1	(see note below) [1]	n/a	76	72
Hermes Property Unit Trust	2	Prices obtained directly	10,000	9,504	9,363
Local Authorities' Property Fund	2	from respective Fund	10,000	9,843	9,491
Lothbury Property Trust	2	Managers	5,001	4,692	4,510
Accrued interest (property funds)	2	(see note below) [2]	n/a	224	222
Shareholding in the UKMBA Plc	3	Discounted cash flow (see note below) [3]	200	4	2
			40,201	39,642	37,532

[1] The Council's fair value measurement of its multi-asset income pooled funds is based directly from quoted market prices at 31 March 2020.

[2] The Council's fair value measurement of its property pooled funds is based directly from the bid/redemption prices obtained from the respective fund managers; indicating the value that units can be sold (in accordance with the Code of Practice). However, following the outbreak of the Novel Coronavirus (Covid-19) being declared by the World Health Organisation as a “Global Pandemic” on 11 March 2020, the three Property Fund Managers have added the material uncertainty clause below with regard to their valuations:

"Market activity is being impacted in many sectors. As at the valuation date, we consider that we can attach less weight to previous market evidence for comparison purposes, to inform opinions of value. Indeed, the current response to Covid-19 means that we are faced with an unprecedented set of circumstances on which to base a judgement. Our valuations are therefore reported on the basis of ‘material valuation uncertainty’ as per VPS 3 and VPGA 10 of the RICS Red Book Global. Consequently, less certainty – and a higher degree of caution – should be attached to our valuation than would normally be the case. Given the unknown future impact that Covid-19 might have on the real estate market, we recommend that you keep the valuation of these properties under frequent review".

Given this material uncertainty clause, Fund Managers have temporarily suspended redemptions in recognition of the market conditions for underlying properties caused by the economic consequences of the Coronavirus pandemic. The Council's fair value measurement of its property pooled funds (£23.6m at 31 March 2020) has therefore been moved from Level 1 to Level 2 of the hierarchy, reflecting that there was no active market in these instruments at (or shortly after) 31 March 2020. The Council expects that on removal of the suspension by the respective Fund Managers, the fair value of the Council's property pooled funds will return to Level 1.

[3] Equity in the UK Municipal Bond Agency (UKMBA) plc have been valued at the company's share capital valuation (£0.01 per share) as shown within their latest audited financial statements (no assumptions made regarding future profits).

(ii) Financial Assets and Liabilities that are not measured at Fair Value (but Fair Value disclosures are required)

Except for the financial assets carried at fair value through profit and loss, all other financial assets and financial liabilities (including trade debtors and creditors) held by the Council are carried on the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments, using the following assumptions:

- For Public Works Loan Board (PWLB) loans, New Loan Rates effective at 31 March 2020 from the PWLB (discounted by the 0.2% "Certainty Rate" available to local authorities) have been applied to provide the fair value under PWLB debt redemption procedures; as set out in PWLB Interest Rate Notice No. 128/20.
- The fair values of PFI schemes and finance lease liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the appropriate AA rated corporate bond yield.
- For long-term investments, covered bonds and other securities, prevailing (benchmark where applicable) market rates have been used to provide the fair value at 31 March 2020.
- The fair value of other financial instruments (including those with a maturity of less than 12 months), trade debtors and trade creditors, is assumed to approximate the carrying amount (no fair value hierarchy level).

		2018/19		2019/20	
Financial Liabilities	**Fair Value Level**	**Carrying Amount £000**	**Fair Value £000**	**Carrying Amount £000**	**Fair Value £000**
PWLB borrowing (including accrued interest)	2	-392,848	-498,662	-486,299	-568,930
PFI and finance lease liabilities	2	-104,094	-207,977	-99,785	-188,203
Other liabilities (Waste PFI deferred income)		-2,067	-2,067	-1,919	-1,919
Short-term (non-PWLB) borrowing		-4,961	-4,961	-4,959	-4,959
Trade creditors [1]		-83,518	-83,518	-71,714	-71,714
Bank current accounts		-505	-505	0	0
Total Financial Liabilities		-587,993	-797,690	-664,676	-835,725

[1] Excludes receipts in advance (£23.247m at 31 March 2020) and statutory creditors (£37.334m at 31 March 2020) including HM Revenue & Customs (Tax/National Insurance pay-over; Construction Industry Tax Deduction Scheme (CITDS); tax deducted from interest payments; SMP overpayments), Teachers Pensions, government department accruals, council tax prepayments and leave accrued by employees.

The fair value of financial liabilities is greater than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2020) arising from a commitment to pay interest to lenders above current market rates.

		2018/19		2019/20	
Financial Assets (held at amortised cost)	**Fair Value Level**	**Carrying Amount £000**	**Fair Value £000**	**Carrying Amount £000**	**Fair Value £000**
British government securities (LT investment)	1	11	6	0	0
Bank covered bond	1	7,880	7,915	10,002	9,887
Other long-term investments	2	10,137	10,169	15,099	15,289
Short-term investments (less than 1-year to maturity)		65,985	65,985	210,265	210,265
Cash & cash equivalents		81,815	81,815	66,513	66,513
Trade debtors [1]		53,630	53,630	61,692	61,692
Total Financial Assets		219,458	219,520	363,571	363,646

[1] Excludes payments in advance (£28.107m at 31 March 2020) and statutory debtors (£58.267m at 31 March 2020) including HM Revenue & Customs (VAT repayment), government department accruals, council tax arrears and provision for doubtful debts.

The fair value of financial assets is higher than the carrying amount because the Council's investment portfolio includes two fixed rate loans (2-year investment durations) with a UK local authority and a UK Registered Social Landlord whereby the interest rates receivable are higher than the rates available for similar investments at the Balance Sheet date. The fair value of the 3-year bank covered bond is based on the actual market price sourced from the custodian manager. This shows a net notional future gain (based on economic conditions at 31 March 2020) attributable to the commitment to receive interest above current market rates.

d. Nature and Extent of Risk Arising From Financial Instruments

(i) Key Risks

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

- **Credit Risk**: The possibility that other parties might fail to pay amounts due to the Council.
- **Liquidity Risk**: The possibility that the Council might not have funds available to meet its commitments to make payments.
- **Re-financing Risk**: The possibility that the Council might be required to renew a financial instrument on maturity at disadvantageous interest rates or terms.
- **Market Risk**: The possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates, stock market movements or foreign currency exchange rates.

(ii) Overall Procedures for Managing Risk

The Council's overall risk management programme focuses on the unpredictability of financial markets, and seeks to minimise potential adverse effects on resources available to fund services.

Risk management is carried out by a central treasury management team, under policies approved by County Council in the annual Treasury Management Strategy. The Council maintains written principles for overall risk management, as well as written policies covering specific areas such as interest rate risk, credit risk, and the investment of surplus cash through treasury management practices (TMPs).

(iii) Credit Risk

Credit risk arises from investments with banks and other institutions, as well as credit exposures to the Council's customers. This risk is minimised through the annual investment strategy (as set out within the Treasury Management Strategy) which requires that such investments are not made with organisations unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poor's Credit Ratings Services.

The annual investment strategy also considers maximum monetary amounts and time limits in respect of each organisation (dependent on the creditworthiness of the entity and the secured/unsecured nature of the investment); details as contained within the Treasury Management Strategy published on the Council's website.

The rating criteria for new investments with organisations (excluding non-UK banks) to be considered of high credit quality was set at those having a long-term credit rating of A- (or equivalent rating across the three rating agencies) or higher. For non-UK commercial entities the minimum sovereign long-term rating was set at AA+ (with non-UK banks required to hold a credit rating of A+ or higher). The maximum non-UK investment exposure at any point of time being set at £90m (£30m per individual country). Recognising that credit ratings are imperfect predictors of default, the Council continued to use other means of assessing an organisation's credit worthiness over and above sole reliance on credit ratings when selecting appropriate investment counterparties; including credit default swap (CDS) prices, share prices, media coverage and any other such information pertaining to an organisation's financial standing.

The annual investment strategy further approved investments in BBB+ rated corporate (non-bank) organisations up to a maximum duration of 100 days; and the National Westminster Bank plc (ring-fenced part of the bank) up to a maximum of one year given the part nationalised status of the bank. The total level of internally managed investments with corporates (non-bank) rated below A- being limited to a maximum of £30m (£10m maximum per organisation); such investments being classified as 'non-specified' in accordance with MHCLG Investment Guidance.

Throughout 2019/20 the Council continued to make use of an HSBC custodian service provided by King & Shaxson Ltd, thereby diversifying its investment portfolio into financial instruments approved within the annual investment strategy; namely covered bonds, certificate of deposits (CDs) and corporate bonds. Additionally, investments in externally managed pooled funds (including multi-asset income, property and ultra-short dated bond funds) continue to be approved for Council investment.

NOTES TO THE BALANCE SHEET

The table below summarises the fair value/amortised cost of the Council’s investment portfolio at 31 March 2020 and confirms that all investments were made in line with the Council’s approved credit rating criteria:

Counterparty	Credit rating criteria met when investment placed	Credit rating criteria met on 31 March 2020	Balance invested at 31 March 2020				Total
	YES / NO	YES / NO	Up to 1 month	>1 month; <6 months	>6 month; <1 Year	>1 year	
			£000	£000	£000	£000	£000
Bank Unsecured: [1]							
-UK Bank	YES	YES	291	40,053	5,010	0	45,354
-Non-UK Bank	YES	YES	10,103	5,049	0	0	15,152
-Money market funds	YES	YES	66,222	0	0	0	66,222
Bank Secured [2]	YES	YES	0	15	0	9,987	10,002
Housing Associations	YES	YES	0	80	0	9,990	10,070
Local authorities	YES	YES	15,185	60,244	74,650	5,000	155,079
Pooled funds [3]	n/a	n/a	294	0	0	37,236	37,530
Other	n/a	n/a	0	0	0	2	2
			92,095	105,441	79,660	62,215	339,411

[1] The Council's exposure to credit risk in relation to its unsecured investments in banks and money market funds at 31 March 2020 (£126.7m) cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sums will be specific to each institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all of the Council's deposits, but there was no evidence at 31 March 2020 that such risks were likely to materialise.

[2] The credit quality of £10.0m of the Council's investments is enhanced by collateral held in the form of covered bonds (bank secured); collateralised by UK residential mortgages. For these investments the collateral significantly reduces the likelihood of the Council suffering a credit loss on these investments.

[3] The Council's investments in multi-asset income and property funds (not subject to minimum credit rating criteria) is approved on the basis of a long-term investment duration (minimum three and five years respectively).

The table below summarises the credit risk exposures of the Council's investment portfolio by credit rating:

	Long Term		Short Term	
	2018/19	2019/20	2018/19	2019/20
	£000	£000	£000	£000
AAA (Covered Bonds, Pooled Funds/MMFs)	0	9,987	87,975	66,237
AA+	0	0	0	0
AA (including UK Government)	11	0	0	0
AA- (Assumed UK Local Authority Rating)	10,000	5,000	38,029	165,238
A+	0	0	14,791	15,239
A	0	0	0	30,108
A-	0	9,990	15,022	80
Multi-Asset Income Funds	15,299	13,872	76	72
Property Funds	24,039	23,364	224	222
UK Municipal Bond Agency [1]	4	2	0	0
Total	49,353	62,215	156,117	277,196

[1] Bonds issued by the Agency are expected to receive investment grade credit ratings given that participants (and shareholders of the Agency) are primarily individual local authorities.

(iv) Amounts Arising from Expected Credit Losses

In relation to the Council's financial investments held at amortised costs, where risk is mitigated through the creditworthiness policies contained within the annually approved Treasury Management Strategy (as summarised above), the Council has applied a 12-month expected credit loss model to its investments (where required by the Code of Practice) thereby reducing the carrying amounts as disclosed in the Balance Sheet.

Additionally, the Council had one third party loan outstanding with the Littlehampton Harbour Board which is considered as low credit risk given that annual repayments continue to be deducted from precepts paid by the Council to the Harbour Board. As a consequence the Council has applied a 12-month expected credit loss model to this loan in 2019/20.

Expected Credit Loss Allowance (Trade Debtors): The Council does not generally allow credit for its trade debtors, however £30.7m of the total £61.7m debtor balance is past its due date for payment. The amount overdue at 31 March 2020, none of which has been impaired, can be analysed by age as follows:

	£000
Up to one month overdue	2,066
Greater than one month up to three months	4,179
Greater than three months up to six months	4,817
Greater than six months up to one year	4,523
Greater than one year up to two years	6,480
Greater than two years up to five years	7,024
More than five years	1,608
Total	30,697

Included within the £30.7m trade debtor balance that is past its due payment date, the Council has identified that £3.392m is potentially at risk of being irrecoverable. This is based on debt which is more than one year old and reflects the likelihood of recovery reduces as the age of the debt increases, with anticipated recovery of 90% of debts aged between one and two years old and only 5% likely recovery of debts over six years old. At 31 March 2020, none of this liability has actually been impaired due to continued negotiations between the Council's Legal Services team and the relevant debtors.

Movement in Expected Credit Loss Allowances	**2018/19 £000**	**2019/20 £000**	**Movement £000**
Financial investments held at amortised cost (12-month ECL)	-6	-33	-27
Loan to the Littlehampton Harbour Board (12-month ECL)	-9	-8	1
Provision for bad debts (Lifetime ECL model; detailed above)	-1,697	-3,392	-1,695
Provision for council tax & business rate debts	-11,236	-16,523	-5,287
Total	-12,948	-19,956	-7,008

Collateral (Trade Debtors): The Council initiates a legal charge on property where, for instance, clients require the assistance of the Council's Adult Services but cannot afford to pay immediately; the total debt relating to such cases at 31 March 2020 was £9.2m.

(v) Liquidity Risk

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the treasury and investment strategy reports), as well as through a comprehensive cash flow management system, as required by the CIPFA Treasury Management Code of Practice. This seeks to ensure that cash is available when it is needed.

The Council has ready access to borrowings at favourable rates from the money markets to cover any day-to-day cash flow need. Additionally, whilst the Public Works Loan Board provides access to longer-term funds, it also acts as a lender of last resort to councils (although it will not provide funding to a council whose actions are unlawful). The Council is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. As a consequence there is no significant risk that the Council will be unable to raise finance to meet its commitments under financial instruments.

The maturity analysis of financial assets (including accrued interest and any expected credit loss adjustments) is as follows:

	2018/19	2019/20
	£000	£000
Less than one year	156,117	277,196
Between one and two years	10,000	14,990
Between two and three years	0	9,987
More than three years	39,353	37,238
Financial Assets Total	205,470	339,411

Trade debtors (£61.7m) are not included in the table above.

(vi) Refinancing Risk

The Council maintains significant debt and investment portfolios and is therefore exposed to the risk that it will need to refinance a proportion of its investments and borrowings at a time of unfavourable interest rates. Whilst the cash flow procedures employed by the Council are considered against the refinancing risk procedures, longer-term risk to the Council relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of long-term financial liabilities and long-term financial assets.

The approved treasury indicator limits for the maturity structure of debt and the limits on investments placed for greater than one year in duration are the key parameters used to address this risk. The Council's approved treasury and investment strategies address the main risks and the central treasury team address the operational risks within the approved parameters. This includes:

- Monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt; and
- Monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Council's day-to-day cash flow needs, and the spread of longer-term investments provide stability of maturities and returns in relation to the longer-term cash flow needs.

The following table provides a maturity analysis of the Council's financial liabilities (excluding accrued interest) and the associated contractual interest obligations, alongside the maximum limits for fixed interest rates maturing in each period:

	Minimum Approved Limit	Maximum Approved Limit	Principal Maturity		Interest Obligation	
			2018/19	2019/20	2018/19	2019/20
			£000	£000	£000	£000
Less than 1 year	0%	25%	11,977	11,975	17,536	19,493
Between 1 and 5 years	0%	35%	20,563	13,563	67,675	75,840
Over 5 years to 10 years	0%	45%	74,913	122,023	75,434	82,470
Over 10 years to 15 years	0%	65%	246,343	199,233	38,606	38,990
Over 15 years to 20 years	0%	25%	15	0	8,888	19,987
Over 20 years to 25 years	0%	25%	15,000	15,000	8,339	18,780
Over 25 years to 30 years	0%	25%	0	0	5,595	16,695
More than 30 years	0%	40%	25,000	125,000	7,896	48,893
Financial Liabilities Total			393,811	486,794	229,969	321,148

(vii) Market Risk

Interest Rate Risk

The Council is exposed to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Council depending on how variable and fixed interest rates move across differing financial instrument periods. For instance, a rise in variable and fixed interest rates would have the following effects:

- Borrowings at variable rates – the interest expense charged to the Comprehensive Income and Expenditure Statement will rise;

- Borrowings at fixed rates – the fair value of the borrowing will fall (no impact on revenue balances);
- Investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise; and
- Investments at fixed rates – the fair value of the assets will fall (no impact on revenue balances).

Borrowings are not carried at fair value on the Council's balance sheet, so nominal gains and losses on fixed rate debt would not impact the Comprehensive Income and Expenditure Statement. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund balance.

The Council has a number of strategies for managing interest rate risk. The annual Treasury Management Strategy draws together the Council's prudential and treasury indicators and its expected treasury operations, including an expectation of interest rate movements. From this strategy a treasury indicator is set which provides maximum limits for fixed and variable interest rate exposure.

The central treasury team will monitor markets and forecast interest rates within the year to adjust exposures appropriately. For instance, during periods where economic circumstances make it favourable (including continued periods of low interest rates) fixed rate investments may be taken for longer durations to secure better long term returns; similarly the drawing of long term fixed rate borrowings may be postponed.

At 31 March 2020 the Council held no variable long term borrowings, but held 38% (£129m) of its investment portfolio in variable rate bank call/notice accounts, money market funds, bank floating rate notes, pooled funds (collective investment schemes) and equities.

During 2019/20 total interest of £2.5m has been charged to the Comprehensive Income and Expenditure Statement in respect of all the Council's variable rate investments, representing a 1.51% rate of return on an average investment portfolio of £167.2m. If all applicable rates had been 1% higher the financial impact would have been a £1.7m increase in interest charged to the Comprehensive Income and Expenditure Statement.

Price Risk

The market prices of the Council's fixed/variable rate bond investments and units held in ultra-short dated bond funds during 2019/20 are governed by prevailing interest rates; the market risk associated with these investments is managed alongside interest rate risk.

At 31 March 2020 the Council held £37.5m (including accrued income) in multi-asset income and property pooled funds which is subject to price variations. During 2019/20 the price movements in these funds did not impact the General Fund Balance due to statutory regulations currently in force to ameliorate the impact of fair value movements. Given significant market volatility as a result of the Covid-19 global pandemic (impacting bond markets, equities and commercial property valuations), without these current regulations the Council would have recognised a £2.1m loss in the Surplus or Deficit on the Provision of Services in relation to its multi-asset income and property fund investments.

Additionally, the Council held a shareholding in the UK Municipal Bond Agency Plc; currently there is no active trading in these shares and the Council's investment is exposed to the ongoing sustainability of the company.

Inflationary Risk

Inflationary risk relates to the diminution of the spending powers of the Council's cash holdings, or the potential escalation of financial liabilities if linked to inflation indices. Throughout 2019/20 the Council achieved a 1.27% return on its investment portfolio as compared against average UK CPI inflation of 1.74% during the same period. Latest Bank of England forecasts report that UK CPI inflation is likely to average around 0.6% in 2020 before returning to 2% by 2022. With low investment rates set to continue over the same period the Council may seek to partially mitigate any resulting inflationary risks through its prescribed cash flow procedures; including the identification of reserves that may be set aside for the continued use of longer-term (higher yielding) investments. The Council does not currently hold any inflation linked borrowings.

Foreign Exchange Risk

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

NOTES TO THE BALANCE SHEET

10. Assets Held for Sale

2018/19 £000		2019/20 £000
2,535	**Balance outstanding 1 April**	7,507
	Assets newly classified as held for sale:	
7,892	- Property, Plant and Equipment	2,113
0	- Investment Property	0
	Assets declassified as held for sale:	
-813	- Property, Plant and Equipment	-931
-606	Revaluation gains/(losses)	-5
-1,501	Assets sold	-6,844
7,507	**Balance outstanding at 31 March**	**1,840**

11. Short-Term Debtors

2018/19 £000		2019/20 £000
25,019	Central government bodies	22,917
15,606	Other local authorities	32,969
4,384	NHS bodies	5,353
61,220	Other entities and individuals	57,933
106,229	**Total**	**119,172**

12. Cash and Cash Equivalents

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

2018/19 £000		2019/20 £000
81,815	Cash held by the Authority	66,229
-505	Bank current accounts	284
81,310	**Total**	**66,513**

13. Short-Term Creditors

2018/19 £000		2019/20 £000
-16,585	Central government bodies	-27,455
-9,112	Other local authorities	-9,618
-4,119	NHS bodies	-4,115
0	Public corporations and trading funds	-1
-88,640	Other entities and individuals	-91,106
-118,456	**Total**	**-132,295**

14. Provisions

Provisions are made where an event has taken place that gives the Authority 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.

	Balance at 1 April 2019 £000	Amounts used in 2019/20 £000	Additional provisions made in 2019/20 £000	Balance at 31 March 2020 £000
Long-Term				
Insurance	-5,267	2,622	-134	-2,779
Fire Pensions Opt-Out	-688	445	0	-243
Teachers' Pension Scheme	-153	10	0	-143
Total Long-Term Provisions	**-6,108**	**3,077**	**-134**	**-3,165**
Short-Term				
Accrued Leave	-9,448	9,448	0	0
Insurance	-1,595	2,649	-2,622	-1,568
Loss of Office	-287	287	0	0
NNDR Appeals	-3,791	3,791	-21,146	-21,146
NNDR 75% Local Retention Pilot	0	0	-290	-290
Property Tenancy Dispute	0	0	-195	-195
Total Short-Term Provisions	**-15,121**	**16,175**	**-24,253**	**-23,199**
Grand Total Provisions	**-21,229**	**19,252**	**-24,387**	**-26,364**

Long Term Provisions - Descriptions

The **Insurance** provision is maintained to meet claims relating to the County Council's self-funding insurance scheme, including for property, vehicle and liability risks. The balance on the provision represents the estimated obligation in relation to known claims as at 31 March 2020, adjusted to remove amounts for part-settled claims. The long-term element of the provision represents the value of claims estimated to be settled at various intervals over the next number of years (but not within one year).

The **Fire Pensions Opt-Out** provision is held to finance additional employer liabilities in respect of the Firefighters' Pension Scheme. A number of employees were given incorrect advice which led to them opting out of the scheme in 2011/12. This resulted in an additional pension liability over and above that which can be funded by the Firefighters' Pension Scheme. The provision represents the gross additional liability to be met by the County Council over the next two years. This amount is offset by amounts owed by the Firefighters' Pension Scheme in respect of lump sum payments (held within debtors on the balance sheet), which are recoverable by the Authority upon retirement.

The **Teachers' Pension Scheme** provision is for additional employer contributions to the Teachers' Pension Scheme (administered by the Department for Education), which the Authority is obliged to make over a number of years as a result of its restructuring of the Learning Service (and associated redundancies) in 2011.

NOTES TO THE BALANCE SHEET

Short Term Provisions - Descriptions

The **Accrued Leave** provision recognises the value of holiday earned by staff but which had not taken at balance sheet date, in accordance with the requirements of Chapter 6 of the CIPFA Code of Practice (Employee Benefits). It is anticipated that staff will take any leave entitlement accrued at the balance sheet date in the subsequent financial year. This liability would not normally result in a direct cash settlement, other than through the routine payment of salaries, and therefore the impact on the Comprehensive Income and Expenditure Statement is mitigated via the Accumulated Absences Unusable Reserve (see Note 19). This provision has been reclassified as a short term creditor effective 31 March 2020.

The **Insurance** provision is maintained to meet claims relating to the County Council's self-funding insurance scheme, including for property, vehicle and liability risks. The balance on the provision represents the estimated obligation in relation to known claims as at 31 March 2020, adjusted to remove amounts for part-settled claims. The short-term element of the provision represents the value of claims estimated to be settled within one year.

The **Loss of Office** provision provided for the cost of redundancies to which the Authority was committed as at 31 March 2019. All obligations were settled in 2019/20.

As part of the introduction of the localised business rates system on 1 April 2013, a liability was assumed by NNDR (National Non-Domestic Rates) billing authorities for refunding ratepayers who successfully appeal against the rateable value of their properties. This includes the liability in respect of appeals against amounts paid to central government prior to that date. As a precepting authority, West Sussex is liable for a share of any successful **NNDR Appeals**, and this provision represents the Authority's estimate of its cumulative liability based upon the total liabilities estimated by its individual billing authorities. The Authority entered into a 75% local business rates retention pilot scheme in 2019/20, and as a consequence the share of the billing authority collection fund provisions notionally attributable to West Sussex County Council increased from 10% (at 31 March 2019) to 55% (at 31 March 2020). In accordance with statutory arrangements the increase to provisions is mitigated via the Collection Fund Adjustment Account and so there is no impact on Usable Reserves.

A provision is held for monies owing to billing authorities under the **NNDR 75% Local Retention Pilot** which the Authority formed part of in 2019/20. Whilst the pilot arrangements ensured that the West Sussex Pool as a whole retained a greater share of business rates locally, individual billing authorities may have retained less than they would have under previous arrangements. Under the terms of this pilot, it was agreed that any billing authorities incurring such losses would be compensated from the additional funds retained by the wider Pool. As the administering authority for the Pool, the County Council therefore recognises this provision to recompense its billing authorities in its accounts; however, the liability is to be met by funds attributable to the Pool, and so there are no funding implications for the Council.

The Authority holds a provision for the anticipated settlement in 2020/21 of a **Property Tenancy Dispute**. The obligation is for third party legal costs relating to an eviction notice which was subject to arbitration.

15. Private Finance Initiatives and Similar Contracts

Crawley Schools PFI

In January 2004, the County Council entered into a 30 year PFI contract with Crawley Schools Ltd for the provision of three new/replacement secondary schools in Crawley. The contractor is responsible for maintaining and operating the buildings for the duration of the contract. At the end of the contract period the assets will revert to the ownership of the County Council.

The Unitary Charge is net of capital contributions of £28.6m that were paid by the County Council in 2004/05 and 2005/06, and offset by government grant linked to notional credit approvals of £131m, which is payable over the period of the contract. The balance of the Unitary Charge is met by contributions from schools' delegated budgets.

During 2008/09 the facilities at Thomas Bennett (one of the three schools in the original PFI contract) were developed and incorporated into an extension of the PFI agreement with Crawley Schools Ltd. The unitary charge payment increased in 2009/10 to reflect the extended facilities coming into use and will be met by government grant and contributions from the school's delegated budgets.

In September 2012 Thomas Bennett obtained Academy status at which point the building ceased to be a County Council asset (resulting in £19.1m being removed from the Authority's balance sheet). Subsequent to the academisation of Thomas Bennett, the Authority remains the contracted partner and the analysis of PFI commitments in note (iii) below includes the unitary charge payable to the contractor in relation to this school.

Recycling and Waste Handling PFI

In March 2004 the County Council entered into a 25-year PFI contract with Viridor Waste Management Ltd for recycling and waste handling. The annual charge is offset by government grant linked to notional credit approvals of £25m, with the balance being funded from the waste management budget. An initial contract variation was entered into in January 2019, extending the agreement by a further four years. A further contract variation was agreed in May 2019, whereby the monthly gate fee (unitary charge) was reduced in return for an upfront capital repayment of £1.8m made by the Council.

Throughout the contract the contractor is responsible for the replacement of equipment at the facilities. The lifecycle costs incurred to date have been included in the balance sheet on the basis of the actual provision. As at 31 March 2020 £15.1m of lifecycle costs remained to be delivered. The payments to the contractor for the lifecycle costs are on a consistent basis across the life of the contract.

At the end of the contract period all assets will revert to County Council ownership.

Street Lighting PFI

In December 2009 the County Council reached financial close on a 25-year contract with Tay Valley Lighting for the provision and maintenance of streetlights. The contract commenced on 1 April 2010. The annual charge is offset by government grant linked to notional credit approvals of £78.5m, with the balance being funded from the Highways and Transport budget.

The contract initially allowed for a 5-year installation programme ending on 31 March 2015, this however was extended to 31 March 2017 to ensure all the installations were fully complete.

In 2017, the contractor notified the Council of its intention to refinance the scheme via a Deed of Variation in line with the terms and conditions of the Project Agreement. Subsequent to a competitive selection process, financial close on the refinancing was agreed in December 2018. The Authority achieved a sum of £3.8m by opting to take the refinancing gain as an upfront payment. These funds were allocated to the earmarked Street Lighting PFI Reserve in 2018/19 and are being released to the revenue account over the remaining life of the scheme.

At the end of the contract period all assets revert back to the ownership of the County Council and must have a minimum of 5 years useful life remaining.

NOTES TO THE BALANCE SHEET

Note (i) – Value of Assets held under PFI contract

	Opening Balance at 1 April 2019 £000	Additions £000	Depreciation £000	Revaluation £000	Closing Balance at 31 March 2020 £000
Crawley Schools PFI					
Ifield Community College	27,346	0	-801	-35	**26,510**
Oriel High School	33,142	0	-1,001	-3,174	**28,967**
Recycling & Waste PFI					
Infrastructure	6,245	0	-352	0	**5,893**
Land and Buildings	14,054	0	-328	56	**13,782**
Plant and Equipment	4,264	377	-689	0	**3,952**
Street Lighting PFI	66,876	0	-2,644	0	**64,232**
Total PFI Assets	**151,927**	**377**	**-5,815**	**-3,153**	**143,336**

Note (ii) – Value of Liability resulting from PFI Contract

	Opening Balance at 1 April 2019 £000	Increase due to Investment £000	Repayment of Liability £000	Closing Balance at 31 March 2020 £000
Crawley Schools PFI	-25,848	0	860	**-24,988**
Recycling & Waste PFI	-13,845	-377	2,325	**-11,897**
Street Lighting PFI	-62,669	0	1,571	**-61,098**
Total Liability	**-102,362**	**-377**	**4,756**	**-97,983**

Note (iii) – Payments due under PFI Contracts

	Repayment of Liability £000	Interest £000	Service Charges £000	Total £000
Within one year	2,973	11,069	26,423	**40,465**
Within two to five years	15,150	42,110	115,586	**172,846**
Within six to ten years	30,963	46,202	165,884	**243,049**
Within eleven to fifteen years	47,420	28,084	124,954	**200,458**
Within sixteen to twenty years	1,477	403	3,069	**4,949**
Total	**97,983**	**127,868**	**435,916**	**661,767**

16. Leases

Authority as Lessee

Finance Leases

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

1 April 2019 £000		31 March 2020 £000
30,197	Land and Buildings	28,127
0	Vehicles, Plant, Furniture and Equipment	3,769
0	Assets Under Construction	6,530
30,197		38,426

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

1 April 2019 £000		31 March 2020 £000
1,732	Finance Lease Liability	1,802
1,150	Finance costs payable in future years	877
2,882	Minimum lease payments	2,679

The minimum lease payments will be payable over the following periods:

	Minimum Lease Payments		Finance Lease Liabilities	
	1 April 2019 £000	31 March 2020 £000	1 April 2019 £000	31 March 2020 £000
No later than one year	178	173	93	99
Later than one year and not later than five years	712	692	422	448
Later than five years	1,992	1,814	1,217	1,255
	2,882	2,679	1,732	1,802

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

Operating Leases

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

1 April 2019 £000		31 March 2020 £000
1,260	Not later than one year	1,376
2,184	Later than one year and not later than five years	2,817
454	Later than five years	866
3,898		5,059

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was £1.495m. Of this total, £0.760m was chargeable to the Highways and Infrastructure portfolio, £0.385m was chargeable to the Fire & Rescue and Communities portfolio, and £0.341m was chargeable to the Finance portfolio. A small balance of £0.009m was charged to other portfolios.

Authority as Lessor

Finance Leases

As at the reporting date, the Authority has leased out ten properties on finance leases (excluding peppercorn agreements). The Authority has a gross investment in the leases, made up of the minimum lease payments expected to be received over the remaining term and the residual value anticipated for the properties when the lease comes to an end. The minimum lease payments comprise the long-term debtor for the interest in the property acquired by the lessee and the finance income that will be earned by the Authority in future years whilst the debtor remains outstanding. The gross investment is made up of the following amounts:

1 April 2019 £000		31 March 2020 £000
7,344	Finance lease debtor	7,110
3,639	Unearned finance income	3,359
0	Unguaranteed residual value of property [1]	0
10,983	Gross investment in the lease	10,469

[1] Due to the length of these leases it is assumed that there is no residual value at the end of term

The gross investment in the lease and the minimum lease payments will be received over the following periods:

	Gross Investment in the Lease		Minimum Lease Payments	
	1 April 2019 £000	31 March 2020 £000	1 April 2019 £000	31 March 2020 £000
No later than one year	496	496	234	242
Later than one year and not later than five years	1,984	1,982	1,020	1,056
Later than five years	8,503	7,991	6,090	5,812
	10,983	10,469	7,344	7,110

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

Operating Leases

Assets leased out by the County Council under operating leases include:

- Land leased for grazing
- Smallholdings
- Staff Housing
- Small Industrial Units

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

1 April 2019 £000		31 March 2020 £000
1,085	Not later than one year	3,344
840	Later than one year and not later than five years	9,581
248	Later than five years	8,394
2,173		21,319

The minimum lease payments receivable do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

17. Defined Benefit Pension Schemes

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers, the Authority makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until employees retire, the Authority has a requirement to disclose these commitments at the time that employees earn their future entitlement.

The Authority participates in two post-employment schemes:

▪ Local Government Pension Scheme – West Sussex County Council participates in the Local Government Pension Scheme, and acts as an administering authority. This is a funded defined benefit career-average salary scheme, meaning that the Authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets. The scheme is open to all employees of West Sussex County Council, with the exception of firefighters and teachers and Public Health staff who have transferred to the Authority on NHS terms and conditions.

▪ Uniformed Firefighters – this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pension liabilities, and cash has to be generated to meet actual pension payments as they eventually fall due. The scheme is administered by the Home Office, which sets the contribution rate chargeable to the accounts.

Transactions Relating to Post-Employment Benefits

The cost of retirement benefits are recognised in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge required to be made against council tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement (see Note 2). The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund via the Movement in Reserves Statement during the year.

	Local Government Pension Scheme 2018/19 £000	Local Government Pension Scheme 2019/20 £000	Uniformed Firefighters 2018/19 £000	Uniformed Firefighters 2019/20 £000
<u>Comprehensive Income and Expenditure Statement</u>				
Cost of Services:				
Current service cost	77,614	93,678	6,931	6,842
Past service cost (including curtailments)	12,787	196	15,008	0
(Gain)/loss from settlements	-213	0	0	0
Financing and Investment Income and Expenditure:				
Interest cost on defined benefit obligation	57,149	57,703	10,315	9,435
Interest income on plan assets	-49,102	-46,989	0	0
Total Post-employment Benefits charged to the Surplus or Deficit on the Provision of Services	98,235	104,588	32,254	16,277
Other Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement:				
Remeasurement (gains) and losses	97,671	-360,897	-4,297	-44,355
Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement	195,906	-256,309	27,957	-28,078
<u>Movement in Reserves Statement</u>				
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	-98,235	-104,588	-32,254	-16,277
Actual amount charged against the General Fund Balance for pensions in the year:				
Employers' contributions payable to scheme	49,651	51,393		
Retirement benefits payable to pensioners			8,494	8,799

<u>Assets and Liabilities in Relation to Post-Employment Benefits</u>

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	Funded Liabilities: Local Government Pension Scheme 2018/19 £000	Funded Liabilities: Local Government Pension Scheme 2019/20 £000	Unfunded Liabilities: Uniformed Firefighters 2018/19 £000	Unfunded Liabilities: Uniformed Firefighters 2019/20 £000
Opening balance at 1 April	-2,094,358	-2,376,650	-374,720	-394,183
Current service cost	-77,614	-93,678	-6,931	-6,842
Interest cost	-57,149	-57,703	-10,315	-9,435
Contributions by scheme participants	-12,152	-12,989	-1,692	-1,691
Remeasurement gains and (losses):				
Actuarial gains/(losses) arising from changes in demographic assumptions	0	114,959	27,682	12,188
Actuarial gains/(losses) arising from changes in financial assumptions	-176,267	210,626	-27,120	34,017
Other experience	-949	107,180	3,735	-1,850
Past service cost (including curtailments)	-12,787	-196	-15,008	0
Transfers to/(from) other authorities	0	0	0	-97
Benefits paid	53,262	61,269	10,186	10,587
Liabilities extinguished on settlements	1,364	0	0	0
Closing balance at 31 March	-2,376,650	-2,047,182	-394,183	-357,306

NOTES TO THE BALANCE SHEET

Reconciliation of the movements in the fair value of the scheme (plan) assets:

	Local Government Pension Scheme		Uniformed Firefighters	
	2018/19 £000	2019/20 £000	2018/19 £000	2019/20 £000
Opening balance at 1 April	1,816,232	1,952,269	0	0
Interest income on plan assets	49,102	46,989	0	0
Remeasurement gains and (losses):				
Return on plan assets (excluding interest income)	79,545	-71,868	0	0
Contributions by scheme participants	12,152	12,989	1,692	1,691
Employer contributions	49,651	51,393	8,494	8,799
Benefits paid	-53,262	-61,269	-10,186	-10,587
Transfers (to)/from other authorities	0	0	0	97
Settlements	-1,151	0	0	0
Closing balance at 31 March	1,952,269	1,930,503	0	0

Scheme History

	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000
Present value of liabilities:					
Local Government Pension Scheme	-1,697,262	-2,044,784	-2,094,358	-2,376,650	-2,047,182
Uniformed Firefighters	-315,563	-375,993	-374,720	-394,183	-357,306
Fair value of assets:					
Local Government Pension Scheme	1,396,312	1,716,646	1,816,232	1,952,269	1,930,503
Uniformed Firefighters	0	0	0	0	0
Net defined liability:					
Local Government Pension Scheme	-300,950	-328,138	-278,126	-424,381	-116,679
Uniformed Firefighters	-315,563	-375,993	-374,720	-394,183	-357,306
Total	-616,513	-704,131	-652,846	-818,564	-473,985

The liabilities show the underlying commitments that the Authority has in the long run to pay post-employment (retirement) benefits. The total liability of £473.985m has a substantial impact on the net worth of the Authority as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the Authority remains healthy:

▪ The deficit on the Local Government Pension 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, Hymans Robertson LLP.

▪ Finance is only required to be raised to cover Uniformed Firefighters' benefits when the pensions are actually paid.

The total contribution expected to be made to the Local Government Pension Scheme by the Council in the year to 31 March 2021 is £47.037m. Payments (net of employee contributions) in respect of the Uniformed Firefighters scheme for the year to 31 March 2021 are projected to be £8.134m.

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.

Both the Local Government Pension Scheme and Uniformed Firefighters liabilities have been assessed by Hymans Robertson LLP, an independent firm of actuaries, estimates for the County Council Fund being based on the latest full valuation of the scheme as at 31 March 2019.

The principal assumptions used by the actuary have been:

	Local Government Pension Scheme		Uniformed Firefighters	
	2018/19 £000	2019/20 £000	2018/19 £000	2019/20 £000
Mortality assumptions:				
Longevity at 65 for current pensioners:				
▪ Men	23.6	22.2		
▪ Women	25.0	24.2		
Longevity at 60 for current pensioners:				
▪ Men			27.3	26.4
▪ Women			29.4	28.5
Longevity at 65 for future pensioners:				
▪ Men	26.0	23.3		
▪ Women	27.8	25.9		
Longevity at 60 for future pensioners:				
▪ Men			28.4	27.5
▪ Women			30.6	29.7
Rate of increase in salaries	3.2%	2.3%	3.5%	2.8%
Rate of increase in pensions	2.5%	1.9%	2.5%	1.9%
Rate of inflation			3.5%	2.8%
Rate for discounting scheme liabilities	2.4%	2.3%	2.4%	2.3%

For the Local Government Pension Scheme, an allowance is included for future retirements to elect to take 50% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 75% of the maximum tax-free cash for post-April 2008 service.

For the Uniformed Firefighters scheme, it is assumed that future retirements elect to take 90% of the maximum additional tax free cash up to HMRC limits.

The Uniformed Firefighters arrangements have no assets to cover its liabilities. The Local Government Pension Scheme's assets consist of the following categories, by proportion of the total assets held:

	31 March 2019 %	31 March 2020 %
Equity Securities	47%	50%
Debt Securities	3%	2%
Private Equity	3%	2%
Real Estate	9%	8%
Investment Funds and Unit Trusts	35%	34%
Cash and Cash Equivalents	3%	4%
	100%	100%

Further information regarding the composition and measurement of the scheme's assets, and the risks associated with holding those assets, can be found in the West Sussex Pension Fund financial statements at the rear of this document (see notes 14 and 18 respectively).

18. Pension Schemes Accounted for as Defined Contribution Schemes

Teachers employed by the Authority are members of the Teachers' Pension Scheme, administered by the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the Authority contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The Scheme is technically a defined benefit scheme. However, the Scheme is unfunded and the Department for Education uses a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. The Authority is not able to identify its share of underlying financial position and performance of the Scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

In 2019/20, the County Council paid £32.512m to Teachers' Pensions in respect of teachers' retirement benefits. This represents 16.48% of pensionable pay for the period to August 2019, and 23.68% of pensionable pay from September 2019. Employer contributions of £25.089m were made in 2018/19 (16.48% of pensionable pay). The Council was in receipt of a grant from the Department for Education in 2019/20 to support it with the cost of the September 2019 increase to the employer contribution rate (see Note 25).

The contributions due to be paid in the 2020/21 financial year are estimated to be £37.8m, reflecting the full year impact of the September 2019 contribution rate increase.

NOTES TO THE BALANCE SHEET

19. Unusable Reserves

1 April 2019		31 March 2020
£000		**£000**
9,448	Accumulated Absences Account	9,840
663	Financial Instruments Revaluation Reserve	2,765
-990,726	Capital Adjustment Account	-1,039,904
-2,577	Collection Fund Adjustment Account	-804
-8,052	Deferred Capital Receipts Reserve	-7,110
818,564	Pensions Reserve	473,985
-434,190	Revaluation Reserve	-428,787
-606,870	**Total Unusable Reserves**	**-990,015**

Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund 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 be neutralised by transfers to or from the Account.

2018/19		2019/20	
£000		**£000**	**£000**
9,541	**Balance at 1 April**		**9,448**
-9,541	Settlement or cancellation of accrual made at end of the preceding year	-9,448	
9,448	Amounts accrued at the end of the current year	9,840	
-93	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements		392
9,448	**Balance at 31 March**		**9,840**

Financial Instruments Revaluation Reserve

The Financial Instruments Revaluation Reserve contains gains arising from increases in the value of investments that are measured at fair value through other comprehensive income. Additionally, owing to a statutory override, the Authority transfers all fair value movements recognised in the Surplus or Deficit on the Provision of Services relating to its pooled investment funds (categorised as fair value through profit or loss) into this reserve.

Accumulated gains and losses are written out of the reserve and recognised in the General Fund when the instrument is sold or matures.

2018/19		2019/20	
£000		**£000**	**£000**
296	**Balance at 1 April**		**663**
-449	Upward revaluation of investments	0	
805	Downward revaluation of investments	2,102	
356			2,102
11	Accumulated gains and (losses) on assets sold and maturing assets written out to the Comprehensive Income and Expenditure Statement		0
663	**Balance at 31 March**		**2,765**

Capital Adjustment Account

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

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Authority. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains. Note 2 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

2018/19 £000		2019/20 £000	2019/20 £000
-895,315	**Balance at 1 April**		**-990,726**
	Reversal of items relating to capital expenditure debited/credited to the Comprehensive Income and Expenditure Statement:		
68,334	Charges for depreciation of non current assets	80,750	
400	Charges for amortisation of intangible assets	390	
0	Charges for impairment of non current assets	0	
-100,014	Revaluation (gains) / losses on Property, Plant and Equipment and Assets Held for Sale	-30,837	
17	Revaluation (gains) / losses on equity investments	2	
5,330	Revenue Expenditure Funded from Capital Under Statute (REFCUS)	10,536	
15,830	Amounts written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	29,184	
355	Release of deferred income from Private Finance Initiatives	-148	
0	Gains from Donated Assets	-11,708	
-9,748			78,169
-9,021	Adjusting amounts written out of the Revaluation Reserve		-14,490
-18,769	**Net written out amount of the cost of non current assets consumed in the year**		**63,679**
	Capital financing applied in the year:		
-6,742	Use of the Capital Receipts Reserve to finance new capital expenditure	-7,901	
-40,982	Application of grants to capital financing from the Capital Grants Unapplied Account	-71,519	
-3,137	Capital grants and contributions applied to REFCUS	-4,425	
-20,689	Statutory provision for the financing of capital investment charged against the General Fund balance	-16,470	
-4,677	Revenue Contribution to Capital Outlay	-297	
-76,227			-100,612
-415	Movements in the market value of Investment Properties debited/ credited to the Comprehensive Income & Expenditure Statement		-12,245
-990,726	**Balance at 31 March**		**-1,039,904**

NOTES TO THE BALANCE SHEET

Collection Fund Adjustment Account

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

2018/19		2019/20	
£000		**£000**	**£000**
-4,605	**Balance at 1 April**		**-2,577**
4,605	Settlement or cancellation of accrual made at end of the preceding year	2,577	
-2,577	Amounts accrued at the end of the current year	-804	
2,028	Amount by which council tax and non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements		1,773
-2,577	**Balance at 31 March**		**-804**

Deferred Capital Receipts Reserve

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

2018/19		2019/20
£000		**£000**
-7,570	**Balance at 1 April**	**-8,052**
-708	Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0
226	Write down of Finance Lease debtor	234
0	Transfer to the Capital Receipts Reserve upon receipt of cash	708
-8,052	**Balance at 31 March**	**-7,110**

NOTES TO THE BALANCE SHEET

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 pension funds or eventually pays any pensions for which it is directly responsible.

The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

2018/19 £000		2019/20 £000
652,846	**Balance at 1 April**	**818,564**
93,374	(Gains)/losses on remeasurement of pension assets/liabilities	-405,252
130,489	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	120,865
-58,145	Employer's pensions contributions and direct payments to pensioners payable in the year	-60,192
818,564	**Balance at 31 March**	**473,985**

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Authority arising from increases in the value of its Property, Plant and Equipment and Intangible Assets. The balance is reduced when assets with accumulated gains are:

· revalued downwards or impaired and the gains are lost

· used in the provision of services and the gains are consumed through depreciation, or

· disposed of and the gains are realised.

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

2018/19		2019/20	
£000		£000	£000
-356,497	**Balance at 1 April**		**-434,190**
-110,912	Upward revaluation of assets	-45,239	
24,198	Downward revaluation of assets and revaluation losses not charged to the Surplus/Deficit on the Provision of Services	36,152	
0	Impairment losses not charged to the Surplus/Deficit on the Provision of Services	0	
-86,714	**Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services**		**-9,087**
4,790	Difference between fair value depreciation and historical cost depreciation	8,642	
4,231	Accumulated gains on assets sold or scrapped	5,848	
9,021	**Amount written off to the Capital Adjustment Account**		**14,490**
-434,190	**Balance at 31 March**		**-428,787**

20. Note to the Expenditure and Funding Analysis

Adjustments between Funding and Accounting Basis 2019/20

Adjustments from General Fund to Comprehensive Income and Expenditure Statement	Adjustments for Capital Purposes [1] £000	Net Pensions Adjustments [2] £000	Other Differences [3] £000	Total Adjustments £000
Adults and Health	266	6,748	-5,243	1,771
Children and Young People	3,888	8,177	-376	11,689
Economy and Corporate Resources	3,844	3,030	1,996	8,870
Education and Skills	535	18,333	-1,900	16,968
Environment	5,183	959	-2,309	3,833
Finance	-87	1,397	807	2,117
Fire & Rescue and Communities	5,214	207	-12	5,409
Highways and Infrastructure	32,139	1,538	-6,880	26,797
Leader	0	135	-1	134
Net Cost of Services	50,982	40,524	-13,918	77,588
Other Income and Expenditure	-99,607	20,149	18,187	-61,271
Difference between General Fund Surplus and Comprehensive Income and Expenditure Surplus	**-48,625**	**60,673**	**4,269**	**16,317**

NOTES TO THE EXPENDITURE AND FUNDING ANALYSIS

Adjustments between Funding and Accounting Basis 2018/19 (Restated)

Adjustments from General Fund to Comprehensive Income and Expenditure Statement	Adjustments for Capital Purposes [1] £000	Net Pensions Adjustments [2] £000	Other Differences [3] £000	Total Adjustments £000
Adults and Health	-8,346	4,522	-2,046	-5,870
Children and Young People	-60	5,344	42	5,326
Economy and Corporate Resources	2,287	1,979	808	5,074
Education and Skills	-67,069	11,957	-7,966	-63,078
Environment	-2,255	619	-6,534	-8,170
Finance	3,065	28,394	-568	30,891
Fire & Rescue and Communities	1,015	49	0	1,064
Highways and Infrastructure	31,045	1,009	-6,962	25,092
Leader	0	109	-3	106
Net Cost of Services	-40,318	53,982	-23,229	-9,565
Other Income and Expenditure	-77,613	18,362	25,537	-33,714
Difference between General Fund Deficit and Comprehensive Income and Expenditure Surplus	**-117,931**	**72,344**	**2,308**	**-43,279**

NOTES TO THE EXPENDITURE AND FUNDING ANALYSIS

[1] Adjustments for Capital Purposes

This column adds in depreciation, impairment, revaluation gains and losses and Revenue Expenditure Funded by Capital Under Statute in the **services** line, and for:

▪ **Other Operating Expenditure** – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets, and for revaluation gains and losses on Assets Held for Sale.

▪ **Financing and Investment Income and Expenditure** – adjusts for revaluation gains and losses on Investment Property.

▪ **Taxation and Non-Specific Grant Income** – credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year and for gains on donated assets.

The statutory charges for capital financing i.e. Minimum Revenue Provision and other revenue contributions are also deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.

[2] Net Pensions Adjustment

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

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

▪ For **Financing and Investment Income and Expenditure** the net interest on the defined benefit liability is charged to the CIES.

[3] Other Differences

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

▪ For **services** an adjustment for the accumulated absences provision recognised in accordance with proper accounting practices but which is not chargeable under statute.

▪ For **Financing and Investment Income and Expenditure**, an adjustment for revaluation gains and losses on financial instruments, which are not chargeable to the General Fund.

▪ The charge under **Taxation and Non-Specific Grant Income** 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. This is a timing difference as any difference will be brought forward in future Collection Fund surpluses and deficits.

▪ All other reclassifications between the Net Cost of Services and Other Income and Expenditure required under proper accounting practices, including the allocation of PFI and Finance Lease interest and income and expenditure relating to Investment Property, are also included in this column.

NOTES TO THE EXPENDITURE AND FUNDING ANALYSIS

21. Segmental Income

Revenue from external customers can be analysed by portfolio as follows:

Services	**2018/19 (Restated) £000**	**2019/20 £000**
Adults and Health	-54,022	-58,924
Children and Young People	-1,554	-1,371
Economy and Corporate Resources	-2,265	-1,400
Education and Skills	-6,745	-6,884
Environment	-3,804	-5,377
Finance	-2,331	-4,307
Fire & Rescue and Communities	-3,343	-3,660
Highways and Infrastructure	-9,115	-10,149
Leader	0	0
Total income analysed on a segmental basis	**-83,179**	**-92,072**

22. Other Operating Expenditure

2018/19 £000		2019/20 £000
1,096	Levies	1,118
606	Assets Held for Sale (Gains)/Losses on Revaluation	5
-656	(Profit) / loss on sale of assets	-3,394
5,849	Loss on derecognition of Academy Schools	9,643
3,177	Loss on derecognition of other assets	8,937
0	Assets derecognised under finance leases	2,791
10,072	**Total**	**19,100**

23. Financing and Investment Income and Expenditure

2018/19 £000		2019/20 £000	2019/20 £000
39,577	Interest payable and similar charges	31,277	
-2,918	Interest receivable and similar income	-2,278	
			28,999
67,464	Pensions: interest cost on defined benefit obligation	67,138	
-49,102	Pensions: interest income on plan assets	-46,989	
			20,149
-360	Investment properties: income and expenditure	-1,732	
10	Investment properties: (gain)/loss on disposal	55	
-415	Investment properties: changes in fair value	-12,245	
			-13,922
54,256	**Total**		**35,226**

24. Taxation and Non Specific Grant Income

2018/19 £000		2019/20 £000
-434,162	Council tax income	-460,184
-84,863	Non domestic rates	-108,977
-12,122	Revenue Support Grant	0
-4,192	Other non-service government grants	-24,637
0	Gains from Donated Assets	-11,708
-72,024	Capital grants and contributions	-82,437
-607,363	**Total**	**-687,943**

25. Grant Income

The County Council credited the following grants to the Comprehensive Income & Expenditure Statement:

Grants Credited to Services	2018/19 (Restated)		2019/20	
	£000	£000	£000	£000
Adults and Health				
Improved Better Care Fund (MHCLG)	-15,517		-14,128	
Independent Living Fund (DoH)	-4,444		-4,309	
Local Reform and Community Voices Grant (DoH)	-465		-473	
Public Health Grant (DoH)	-19,214		-19,476	
Rapid Rehousing Pathway (MHCLG)	0		-335	
Social Care Support Grant (MHCLG)	-2,065		-5,243	
Syrian Vulnerable Persons Resettlement Programme (HO)	-250		-500	
Winter Pressures (MHCLG)	-3,303		-3,304	
Other	-266		-619	
		-45,524		-48,387
Children and Young People				
Adoption Support Fund (DfE)	-1,398		-1,479	
Dedicated Schools Grant (DfE)	-47,255		-48,940	
Public Health Grant (DoH)	-13,870		-12,957	
Social Care Support Grant (MHCLG)	0		-400	
Troubled Families (DfE)	-1,752		-1,191	
Unaccompanied Asylum Seeking Children (HO)	-2,304		-2,896	
Unaccompanied Asylum Seeking Children: Leaving Care (HO)	-800		-900	
Youth Justice Board Youth Offending Teams (MoJ)	-557		-555	
Other	-454		-662	
		-68,390		-69,980
Economy and Corporate Resources				
Coast to Capital LEP Core Funding (MHCLG)	-500		0	
LEP Local Growth Fund Capital Grant (MHCLG) *applied to REFCUS*	-653		-373	
Other	0		-205	
		-1,153		-578
Education and Skills				
16 to 19 Education 'Sixth Form' Funding (DfE)	-15,781		-13,543	
Adult Education (DfE)	-3,052		-3,142	
Basic Need Capital Grant (DfE) *applied to REFCUS*	-1,258		-2,924	
Dedicated Schools Grant (DfE)	-370,640		-378,553	
Extended Rights to Free Travel Grant (DfE)	-457		-417	
PE & Sport Premium Grant (DfE)	-3,441		-3,401	
Private Finance Initiative (MHCLG)	-4,532		-4,532	
Pupil Premium (DfE)	-14,059		-14,113	
School Improvement Monitoring and Brokering Grant (DfE)	-773		-806	
Teachers' Pay Grant (DfE)	-1,661		-3,715	
Teachers' Pension Employer Contribution Grant (DfE)	0		-7,304	
Universal Infant Free School Meals Grant (DfE)	-7,297		-7,150	
Other	-637		-812	
		-423,588		-440,412
Environment				
Private Finance Initiative (MHCLG)	-2,124		-2,124	
Other	-110		-73	
		-2,234		-2,197
Finance				
Inshore Fisheries & Conservation Support Grant (DEFRA)	-148		-148	
Other	-14		-13	
		-162		-161

NOTES TO THE COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

Grants Credited to Services (continued)	**2018/19 (Restated)**		**2019/20**	
	£000	**£000**	**£000**	**£000**
Fire & Rescue and Communities				
Fire Revenue Grant (HO)	-839		-2,575	
Public Health Grant (DoH)	-1,070		-535	
Other	-219		0	
		-2,128		-3,110
Highways and Infrastructure				
Bus Service Operators Grant (DfT)	-436		-436	
Private Finance Initiative (MHCLG)	-6,069		-6,069	
Other	-253		-371	
		-6,758		-6,876
Total		**-549,937**		**-571,701**

Grants credited to Taxation and Non Specific Grant Income	**2018/19**		**2019/20**	
	£000	**£000**	**£000**	**£000**
Non Domestic Rates (MHCLG)				
Business Rates Levy: National Surplus Redistribution	-1,197		-266	
Section 31 Business Rates Cap Grant	-4,878		-19,138	
Top-Up to Baseline Funding Level	-3,910		0	
		-9,985		-19,404
Revenue Support Grant (MHCLG)				
Upper Tier Funding	-10,036		0	
Fire and Rescue Funding	-2,086		0	
		-12,122		0
Other Non-Service Government Grants				
Brexit Preparations Grant (MHCLG)	-87		-175	
Covid-19 Emergency Fund (MHCLG)	0		-20,528	
New Homes Bonus Grant (MHCLG)	-4,105		-3,934	
		-4,192		-24,637
Capital Grants and Contributions				
Basic Need Grant (DfE)	-23,560		-31,227	
Devolved Formula Capital Grant (DfE)	-1,563		-2,822	
Flood Resilience and Pothole Action Fund (DfT)	-2,571		-772	
Healthy Pupils Capital Grant (DfE)	-752		0	
Highways Incentive Block (DfT)	-6,012		-2,300	
Highways Maintenance Grant (DfT)	-8,282		-11,043	
Integrated Transport Grant (DfT)	-2,801		-3,734	
LEP Local Growth Fund Capital Grant (MHCLG)	-7,896		-7,461	
Local Authority Major Schemes Grant - A2300 (DfT)	0		-1,965	
Local Full Fibre Networks Challenge Fund (DCMS)	-2,010		-3,087	
Roads Fund (DfT)	-3,389		-2,694	
School Conditions Allocation (DfE)	-7,908		-7,789	
West Sussex Safer Roads (DfT)	-2,160		0	
Section 106 Contributions	-2,641		-6,186	
Other Grants and External Contributions	-479		-1,357	
		-72,024		-82,437
Total		**-98,323**		**-126,478**

NOTES TO THE COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

The County Council has received a number of grants and contributions that have yet to be recognised as income, as they have conditions attached to them which may require the monies to be returned to the giver. The balances at year end are as follows:

Capital Grants Receipts in Advance	**2018/19**	**2019/20**
	£000	**£000**
Devolved Formula Capital Grant (DfE)	-3,843	-2,443
Flood Resilience and Pothole Action Fund (DfT)	-772	0
LEP Local Growth Fund Capital Grant (MHCLG)	-3,784	-6,025
Local Authority Major Schemes Grant - A2300 (DfT)	0	-805
Roads Fund (DfT)	-2,694	0
SEND Special Provision Funding (DfE)	-833	-3,817
Social Care Capital Grant (DoH)	-1,839	-1,839
Section 106 Contributions	-62,484	-74,235
A Place to Live	-650	-650
Other Grants and External Contributions	-2,582	-1,381
	-79,481	**-91,195**

Key to Central Government Departments:

DCMS	Department for Culture, Media and Sport
DEFRA	Department for Environment, Food and Rural Affairs
DfE	Department for Education
DfT	Department for Transport
DoH	Department of Health
HO	Home Office
MHCLG	Ministry of Housing, Communities and Local Government
MoJ	Ministry of Justice

26. External Audit Costs

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

	2018/19 £000	2019/20 £000
Fees payable to EY with regard to external audit services carried out by the appointed auditor for the year	92	91
Fees payable in respect of other services provided by EY during the year	0	0
Total	**92**	**91**

In 2019/20, Public Sector Audit Appointments Ltd made a further distribution to audited bodies of a surplus arising from the transfer of functions from the Audit Commission upon its abolition in March 2015. The amount distributed to West Sussex County Council was £10,950.

The Authority incurred further costs of £4,375 in 2019/20 (2018/19 £4,375) in relation to grant certification services provided by another audit firm.

27. Members' Allowances

The Authority paid the following amounts to members of the Council during the year:

	2018/19 £000	2019/20 £000
Basic Allowances	812	825
Other Allowances	360	373
Travel and Subsistence	62	63
Total	**1,234**	**1,261**

28. Environment Agency Services

Precepts payable to the Environment Agency in respect of flood defence for 2019/20 totalled £0.319m (2018/19 £0.306m).

29. Dedicated Schools Grant

The County Council's expenditure on schools is funded primarily by grant monies provided by the Education and Skills Funding Agency, the Dedicated Schools Grant (DSG). DSG is ringfenced and can only be applied to meet expenditure properly included in the Schools Budget, as defined in the School and Early Years Finance (England) Regulations 2018. The Schools Budget includes elements for a range of educational services provided on an authority-wide basis and for the Individual Schools Budget (ISB), which is divided into a budget share for each maintained school.

Details of the deployment of DSG receivable for 2019/20 are as follows:

Notes		Central Expenditure £000	ISB £000	Total £000
A	Final DSG for 2019/20 before academy and high needs recoupment			-598,200
B	Academy and high needs figure recouped for 2019/20			171,310
	Total DSG after academy and high needs recoupment for 2019/20			-426,890
	Adjustment to 2018/19 DSG allocation			-603
	Total DSG after academy/high needs recoupment and other adjustments			-427,493
	Plus: Brought forward from 2018/19			-6,245
	Less: Carry forward to 2020/21 agreed in advance			3,845
	Total DSG available for distribution			-429,893
C	Agreed initial budgeted distribution in 2019/20	-100,877	-327,311	-428,188
	In year adjustments	-1,705	0	-1,705
	Final budgeted distribution for 2019/20	-102,582	-327,311	-429,893
	Less: Actual central expenditure	108,166		108,166
D	Less: Actual ISB deployed to schools		327,311	327,311
	(Under)/overspend on distributed funds	5,584	0	5,584
	Plus: Agreed carry forward to 2020/21			-3,845
E	**Total (surplus)/deficit balance on DSG reserve at 31 March 2020**			**1,739**

Notes

(A) Final DSG figure before any amount has been recouped from the Authority.

(B) Figure recouped from the Authority for the conversion of maintained schools into academies and high needs (post-16) places within special schools.

(C) Budgeted distribution of DSG as agreed with Schools Forum, January 2019.

(D) The ISB is regarded for DSG purposes as being spent by the Authority when it is deployed to a school's budget share.

(E) This represents an accumulated deficit on the DSG Reserve. The School and Early Years Finance (England) Regulations 2020 require any accumulated DSG deficits to be held within the earmarked DSG Reserve, as local authorities cannot fund a deficit from the General Fund without approval from the Secretary of State. Whilst these statutory requirements do not take effect until 1 April 2020, this affects the manner in which the Authority can use the reserves it holds at 31 March 2020. Therefore, in order to provide a faithful representation of the Authority's financial position at the balance sheet date, the accumulated DSG deficit is being reported separately in these 2019/20 financial statements in accordance with the requirements of the Code and the Accounts and Audit Regulations 2015 to disclose the reserves attributable to schools.

30. Expenditure and Income Analysed by Nature

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

Expenditure/Income	2018/19 £000	2019/20 £000
Expenditure		
Employee benefits expenses	575,382	589,384
Other service expenses	705,398	760,448
Depreciation, amortisation and impairment	-31,695	38,058
Interest payments	107,041	98,415
Precepts and levies	1,096	1,118
(Gain)/loss on the disposal of non-current assets	8,380	18,032
Total Expenditure	**1,365,602**	**1,505,455**
Income		
Fees, charges and other service income	-188,211	-198,630
Interest and investment income	-52,020	-49,267
Income from Council Tax and Non-Domestic Rates	-519,025	-569,161
Gains from Donated Assets	0	-11,708
Government grants and contributions	-638,275	-678,775
Total Income	**-1,397,531**	**-1,507,541**
(Surplus)/Deficit on the Provision of Services	**-31,929**	**-2,086**

In accordance with the requirements of CIPFA's Code of Practice, these single entity financial statements include all income, expenditure, assets and liabilities of the Authority's maintained schools. Consequently, the analysis of income and expenditure presented by this note includes transactions incurred by the Authority's maintained schools as if they were income and expenditure of the Authority itself.

Staff at voluntary aided and foundation schools are not employees of the Authority, as at these schools the governing body is considered to be the employer. Employee expenses of £70.939m in 2019/20 (£67.487m in 2018/19) in relation to staff employed at the Authority's voluntary aided and foundation schools are included within *Employee benefits expenses* above.

31. Officers' Remuneration

Bandings Disclosure

The Authority's employees (including senior employees) receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) were paid the following amounts:

2018/19			2019/20	
Non schools	School based	**Banding**	Non schools	School based
156	136	£50,000 - £54,999	195	145
50	100	£55,000 - £59,999	94	107
32	57	£60,000 - £64,999	52	67
29	46	£65,000 - £69,999	37	42
8	26	£70,000 - £74,999	10	36
5	8	£75,000 - £79,999	13	11
2	4	£80,000 - £84,999	7	7
5	5	£85,000 - £89,999	5	4
2	2	£90,000 - £94,999	1	6
1	6	£95,000 - £99,999	0	4
2	1	£100,000 - £104,999	1	4
2	1	£105,000 - £109,999	1	2
3	2	£110,000 - £114,999	1	2
1	1	£115,000 - £119,999	3	1
1	0	£120,000 - £124,999	0	0
5	1	£125,000 - £129,999	3	0
1	0	£130,000 - £134,999	1	0
2	0	£135,000 - £139,999	0	0
1	0	£140,000 - £144,999	0	0
		then		
0	0	£150,000 - £154,999	1	0
1	0	£155,000 - £159,999	1	0
1	0	£160,000 - £164,999	0	0
		then		
1	0	£190,000 - £194,999	0	0
		then		
0	0	£395,000 - £399,999	1	0
311	**396**	**Total**	**427**	**438**

The number of staff with remuneration above £50,000 in 2019/20 was 865, an increase from 707 in 2018/19.

Senior Officer Disclosure

The Council has reviewed what it considers to be its 'senior officer' structure for 2019/20 statutory reporting purposes. The below reflects a leaner, more balanced structure, with a greater focus on direct reports to the Chief Executive and other officers undertaking chief statutory roles. As a result, the number of posts featured in the 2019/20 disclosure has been reduced from the 2018/19 comparator provided.

The remuneration payable to the Authority's senior employees for 2019/20 was as follows:

		Amounts payable in period 1 April 2019 - 31 March 2020							
Post title (as at 31 March 2020)	Post holder [1]	Salary, fees and allowances £	Bonuses £	Expense allowances £	Compensation for loss of employment £	Benefits in Kind £	Total remuneration (excluding pension contributions) [2] £	Employer's pension contribution £	**Total remuneration (including pension contributions) £**
Chief Executive[3]	Nathan Elvery	226,945			170,000		396,945	30,708	**427,653**
Chief Executive[4]	Becky Shaw	Post holder not directly employed by West Sussex County Council - please see footnote below							
Executive Director for Communities and Public Protection[5]		35,000					35,000	8,485	**43,485**
Executive Director for Adults and Health[6]	Kim Curry	150,000		9,000		52	159,052	36,365	**195,417**
Executive Director for Place Services[7]	Lee Harris	153,727					153,727	37,269	**190,996**
Interim Executive Director for Resource Services[8]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Director of Law and Assurance		115,000					115,000	27,880	**142,880**
Director of Finance and Support Services		125,000		79			125,079	30,304	**155,383**
Director of Human Resources and Organisational Change[9]		85,159		4,000			89,159	20,304	**109,463**
Interim Director of Human Resources and Organisational Change[10]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Director of Public Health		130,000					130,000	18,694	**148,694**
Director of Fire Service Operations and Chief Fire Officer[11]		35,296					35,296	13,165	**48,461**
Chief Fire Officer[12]		81,667					81,667	23,520	**105,187**
Director of Education and Skills		110,004		7,500		115	117,619	26,669	**144,288**
Interim Director of Children and Family Services[13]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Interim Director of Children Services[14]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Interim Director of Children, Young People and Learning[15]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Director of Adult Services[16]		76,613		17,000	23,969		117,582	16,048	**133,630**

Notes to 2019/20 Senior Officer Remuneration Disclosure

[1] In accordance with the relevant legislation, senior officers are only identified by name where they have an annual salary of £150,000 or greater

[2] This column excludes employer's pension contributions from the definition of remuneration, and as such can be read in conjunction with the Officers' Remuneration banding disclosure

[3] Chief Executive to 25 November 2019

[4] Chief Executive from 6 January 2020 (shared with East Sussex County Council)

[5] Executive Director for Communities and Public Protection to 30 June 2019

[6] Previously Executive Director for Children, Adults, Families, Health and Education until 30 June 2019 and Executive Director for People Services until 31 October 2019

[7] Acting Chief Executive for period 27 September 2019 to 5 January 2020

[8] Interim Executive Director for Resource Services from 1 July to 31 October 2019

[9] Director of Human Resources and Organisational Change to 31 December 2019

[10] Interim Director of Human Resources and Organisational Change from 5 March 2020

[11] Director of Fire Service Operations and Chief Fire Officer to 9 July 2019

[12] Chief Fire Officer from 1 September 2019

[13] Interim Director of Children and Family Services to 29 April 2019

[14] Interim Director of Children Services from 15 April 2019 to 31 January 2020

[15] Interim Director of Children, Young People and Learning from 1 February 2020

[16] Director of Adults Services to 11 October 2019

The following posts formed part of the Authority's senior officer structure for the period, but the post holders were not directly employed by West Sussex County Council and so their costs are not included in the table above:

Payments of £37,943 have been made to East Sussex County Council for the shared services of the Chief Executive from 6 January 2020

Payments of £83,055 have been made to Penna Plc for the services of the Interim Executive Director for Resource Services 1 July 2019 to 31 October 2019

Payments of £17,936 have been made to McLean Partnership for the services of the Interim Director of Human Resources and Organisational Change from 5 March 2020

Payments of £22,396 have been made to Tile Hill for the services of the Interim Director of Children and Family Services to 29 April 2019

Payments of £218,477 have been made to Penna Plc for the services of the Interim Director of Children Services from 15 April 2019 to 31 January 2020

Payments of £21,654 have been made to Manpower UK Ltd for the services of the Interim Director of Children, Young People and Learning from 1 February 2020

The remuneration payable to the Authority's senior employees for 2018/19 was as follows:

		Amounts payable in period 1 April 2018 - 31 March 2019							
Post title (as at 31 March 2019)	Post holder [1]	Salary, fees and allowances £	Bonuses £	Expense allowances £	Compensation for loss of employment £	Benefits in Kind £	Total remuneration (excluding pension contributions) [2] £	Employer's pension contribution £	**Total remuneration (including pension contributions) £**
Chief Executive	Nathan Elvery	190,000				20	190,020	46,930	**236,950**
Executive Director of Communities & Public Protection		140,000		18,606			158,606	34,580	**193,186**
Executive Director Children, Adults, Families, Health and Education	Kim Curry	150,000		10,800		29	160,829	6,175	**167,004**
Executive Director of Economy, Infrastructure & Environment		140,000					140,000	34,580	**174,580**
Director of Law & Assurance		115,000					115,000	28,405	**143,405**
Director of Finance, Performance & Procurement		125,000		299			125,299	30,875	**156,174**
Director of Human Resources & Organisational Change[3]		104,417		4,500			108,917	25,791	**134,708**
Director of Public Health		130,000					130,000	18,694	**148,694**
Director of Fire Service Operations & Chief Fire Officer		129,247					129,247	28,210	**157,457**
Director of Public Protection & Deputy Chief Fire Officer		126,000					126,000	27,342	**153,342**
Director of Communities		115,000		12,113			127,113	28,405	**155,518**
Director of Education and Skills[4]		46,444				61	46,505	11,472	**57,977**
Director of Education and Skills[5]		36,668					36,668	9,057	**45,725**
Director of Children & Family Services[6]		138,261					138,261	25,374	**163,635**
Interim Director of Children & Family Services[7]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Director of Adults' Services[8]		18,710					18,710	4,621	**23,331**
Interim Director of Adults' Services[9]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Interim Director of Adults' Services[10]		Post holder not directly employed by West Sussex County Council - please see footnote below							
Director of Adults' Services[11]		29,234					29,234	7,221	**36,455**
Director of Economy, Planning & Place[12]		32,581					32,581	8,047	**40,628**
Director of Energy, Waste & Environment		110,000				5	110,005	27,170	**137,175**
Director of Highways & Transport		109,000		11,750			120,750	27,170	**147,920**

Notes to 2018/19 Senior Officer Remuneration Disclosure

[1] In accordance with the relevant legislation, senior officers are only identified by name where they have an annual salary of £150,000 or greater

[2] This column excludes employer's pension contributions from the definition of remuneration, and as such can be read in conjunction with the Officers' Remuneration banding disclosure

[3] Director of Human Resources & Organisational Change from 3 April 2018

[4] Director of Education and Skills to 3 September 2018

[5] Director of Education and Skills from 1 December 2018

[6] Director of Children & Family Services to 1 February 2019; salary includes payment in lieu of notice

[7] Interim Director of Children & Family Services from 19 November 2018

[8] Director of Adults' Services to 28 May 2018

[9] Interim Director of Adults' Services to 4 July 2018

[10] Interim Director of Adults' Services from 5 July to 19 December 2018

[11] Director of Adults' Services from 7 January 2019

[12] Director of Economy, Planning & Place to 9 July 2018

The following posts formed part of the Authority's senior officer structure for the period, but the post holders were not directly employed by West Sussex County Council and so their costs are not included in the table above:

Payments of £99,461 have been made to Tile Hill for the services of the Interim Director of Children & Family Services from 19 November 2018

Payments of £72,375 have been made to Penna Plc for the services of the Interim Director of Adults' Services to 4 July 2018

Payments of £66,110 have been made to Penna Plc for the services of the Interim Director of Adults' Services from 5 July to 19 December 2018

Exit Packages

The Authority terminated, or made provision to terminate, the contracts of a number of employees in 2019/20. Total liabilities of £1.154m were incurred for the period (£2.511m in 2018/19).

The numbers of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

(a) Exit package cost band (including special payments)	(b) Number of compulsory redundancies		(c) Number of other departures agreed		(d) Total number of exit packages by cost band (b + c)		(e) Total cost of exit packages in each band	
	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20
£0 - £20,000	71	25	35	36	106	61	£747,022	£347,034
£20,001 - £40,000	7	6	16	10	23	16	£646,293	£450,274
£40,001 - £60,000	3	1	7	1	10	2	£501,503	£107,748
£60,001 - £80,000	0	1	1	0	1	1	£67,555	£79,365
£80,001 - £100,000	1	0	4	0	5	0	£442,966	£0
£100,001 - £150,000	0	0	1	0	1	0	£106,024	£0
£150,001 - £200,000	0	0	0	1	0	1	£0	£170,000
Total	82	33	64	48	146	81	£2,511,363	£1,154,421

32. Pooled Budgets

The Authority has entered into a number of pooled budget arrangements with the NHS and other local authorities for the provision of integrated health and social care. Memo accounts, demonstrating the funds provided by each partner and expenditure incurred against these funds, are presented below. Detail on the Authority's accounting treatment for each of the arrangements is provided in the summary of accounting policies at Note 41.

Learning Disabilities

An agreement under section 75 of the National Health Service Act 2006, this pooled budget (hosted by West Sussex County Council) seeks to exploit the benefits of Health Act flexibilities by means of integrated provision and lead commissioning. The budget is a means to enhance partnership working under the governance of the West Sussex Partnership Board, merging financial resources between the County Council and NHS Coastal West Sussex, Crawley and Horsham & Mid-Sussex Clinical Commissioning Groups.

	2018/19		2019/20	
	£000	£000	£000	£000
Funding provided to the pooled budget:				
West Sussex County Council	- 77,725		- 81,759	
West Sussex Clinical Commissioning Groups (CCGs)	- 17,702		- 18,621	
		- 95,427		- 100,380
Expenditure met from the pooled budget:				
West Sussex County Council	78,523		82,963	
West Sussex Clinical Commissioning Groups (CCGs)	17,883		18,895	
		96,406		101,858
Net (surplus)/deficit arising on the pooled budget during the year		979		1,478
Authority's share of the net (surplus)/deficit		797		1,204

Mental Health

This Section 75 agreement under the National Health Service Act 2006 provides for a pooled budget. This seeks to exploit the benefits of Health Act flexibilities by means of integrated provision and lead commissioning via the enhancement of joined up working in health and social care. The budget, hosted by NHS, is a means to achieve partnership working under the governance of the Joint Commissioning Board, merging financial resources between the Clinical Commissioning Groups and the County Council.

	2018/19		2019/20	
	£000	£000	£000	£000
Funding provided to the pooled budget:				
West Sussex County Council	- 8,711		- 8,821	
West Sussex Clinical Commissioning Groups (CCGs)	- 57,633		- 67,380	
		- 66,344		- 76,201
Expenditure met from the pooled budget:				
West Sussex County Council	8,861		9,089	
West Sussex Clinical Commissioning Groups (CCGs)	58,623		69,426	
		67,484		78,515
Net (surplus)/deficit arising on the pooled budget during the year		1,140		2,314
Authority's share of the net (surplus)/deficit		150		268

Better Care Fund

The County Council has entered into a pooled budget arrangement with Coastal West Sussex CCG, Horsham and Mid Sussex CCG and Crawley CCG for the pooling of resources with all commissioning partners to provide a joint programme of work to deliver better outcomes for patients and improve services. The Council acts as host and banker in the arrangement, but shares control jointly with each partner.

	2018/19		2019/20	
	£000	£000	£000	£000
Funding provided to the pooled budget:				
West Sussex County Council	- 9,568		- 10,176	
West Sussex Clinical Commissioning Groups (CCGs)	- 38,854		- 57,607	
		- 48,422		- 67,783
Expenditure met from the pooled budget:				
West Sussex District and Boroughs	7,690		8,298	
West Sussex County Council	25,350		26,130	
West Sussex Clinical Commissioning Groups (CCGs)	15,373		33,320	
		48,413		67,748
Net (surplus)/deficit arising on the pooled budget during the year		- 9		- 35
Underspending brought forward		- 18		- 117
Interest earned on cash balances		- 90		- 112
Balance carried forward		- 117		- 264

The use of any underspend on the pooled budget is determined by the Joint Commissioning Strategy Group. Underspends may be returned to partners or reinvested in other schemes.

In addition to the pooled funds disclosed above, the Authority receives Improved Better Care Fund (iBCF) and Winter Pressures Grant (WPG) allocations directly from central government. Whilst the iBCF and WPG are intended to support the wider BCF programme, these monies are not subject to the joint control arrangements of the BCF, and so are not accounted for as part of the pooled budget.

West Sussex County Council received a WPG allocation of £3.3m in 2019/20, all of which has been recognised in the Comprehensive Income and Expenditure Statement for the period (see Note 25).

West Sussex County Council received an iBCF allocation of £16.7m in 2019/20, of which £11.3m has been recognised in the Comprehensive Income and Expenditure Statement for the period (in addition to £2.8m carried forward from 2018/19) per Note 25. The balance of £5.4m has been carried forward as a receipt in advance, as there are outstanding conditions on the grant which will only be met when the funds are applied. Spending commitments had already been made against the majority of this carried forward balance at the reporting date.

33. 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 Authority.

Central Government

Central government has significant influence over the general operations of the Authority – it is responsible for providing the statutory framework within which the Authority operates, provides a significant proportion of its funding in the form of grants, and prescribes the terms of many of the transactions that the Authority has with other parties (e.g. council tax bills). The total of grants received from government departments is set out in the subjective analysis of income and expenditure in Note 30. Grants receivable for the period are further detailed in Note 25.

Members

Members of the Council have direct control over the Council's financial and operating policies. The total of members' allowances paid in 2019/20 is shown in Note 27.

A survey of the related party interests of members and their immediate family members was carried out in preparing this Statement of Accounts. Interests were declared by members who held the following positions with organisations that have transacted with the Council during the year:

- Director and Trustee of Crawley Open House, and also a member of the Executive Committee of South-East Employers. In 2019/20 goods and services to the value of £280,017 and £9,062 respectively were commissioned from these organisations.

- Director and Trustee of Coastal West Sussex MIND. In 2019/20, the Authority commissioned goods and services to the value of £175,578 from this entity and received income of £958.

All contracts were entered into in full compliance with the Authority's standing orders for procurement.

Officers

A survey of the related party interests of Senior Officers and their immediate family members was carried out in preparing this Statement of Accounts.

An interest was declared by the Executive Director for Place Services, who until the end of September 2019 was a Trustee and Non-Executive Director of Transform Housing and Support. During the 2019/20 financial year (up to the end of September) the Council made payments totaling £6,576 to this entity. All contracts were entered into in full compliance with the Authority's standing orders for procurement.

Other Public Bodies

The West Sussex Pension Fund is administered by West Sussex County Council. Therefore, there is a strong relationship between the Council and the Pension Fund.

In 2019/20 the Council incurred costs of £0.6m (2018/19 £1.1m) in relation to the administration of the Fund, and was subsequently reimbursed by the Fund for these expenses. The Council is also the single largest employer of members of the Pension Fund, and contributed £59.9m to the Fund in 2019/20 (2019/19 £57.5m). All monies owing to and due from the Fund have been accounted for in the year.

Part of the Pension Fund cash holdings are invested in the money market by the Treasury Management operations at West Sussex County Council, in line with the Fund's Treasury Management Policy. During the year to 31 March 2020 the Fund had a daily average investment balance of £107.7m held in Sterling (31 March 2019 £50.0m), earning interest of £0.68m (2018/19 £0.31m) in these funds at a rate of return of 0.63% (2018/19 0.62%). Additionally, the Fund has earned interest of £0.02m on investments held in foreign currency (2018/19 £0.13m).

Entities Controlled or Significantly Influenced by the Authority

Under the West Sussex County Council Act 1972, West Sussex County Council and Arun District Council (ADC) each appoint four members to the Littlehampton Harbour Board. The Act provides that the Harbour Board should meet its expenses from receipts but that any deficiency is made good from its own internal reserve fund and a precept, shared equally, on the County Council and ADC. During 2019/20 the precept on the County Council was £0.141m (2018/19 precept £0.146m).

The Authority has identified interests in two other entities, West Sussex Music Trust and Aspire Sussex Ltd. However, the Authority has judged that it does not have significant influence over either entity. Further details are provided in Note 42.

In accordance with the requirements of the Code of Practice, these "single entity" financial statements include all income, expenditure, assets and liabilities of the Authority's maintained schools. Whilst the Authority has responsibility for distributing funding to its maintained schools, under the local management of schools the responsibility for spending this budget is delegated to the governing body of the school concerned. The Authority is therefore restricted in the extent to which it controls the income, expenditure, assets and liabilities included in its financial statements which relate to its maintained schools. At the reporting date, the Authority operated 214 maintained schools (214 at 31 March 2019). Non-current assets with a net book value of £1,115m (£1,093m at 31 March 2019) were recognised in relation to these schools.

34. Cash Flow Statement - Adjustments to net surplus/deficit on the provision of services for non-cash movements

	2018/19 (Restated) £000	2019/20 £000
Charges for depreciation of non current assets	-68,334	-80,750
Charges for amortisation of intangible assets	-400	-390
Revaluations gains/losses on Property, Plant and Equipment and Assets Held for Sale charged to the Surplus/Deficit on Provision of Services	100,014	30,837
Impairment of non current assets	0	0
Movements in the market value of Investment Property	415	12,245
Amount of assets written off on disposal or sale as part of the gain/loss on disposal charged to the Surplus/Deficit on Provision of Services	-15,830	-29,184
Gains upon recognition of Donated Assets	0	11,708
Net reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	-72,344	-60,673
Revaluation of financial instruments including expected credit losses	-261	-1,944
(Increase) / decrease in creditors	36,982	-14,305
Increase / (decrease) in debtors	-7,137	22,091
Increase / (decrease) in inventories	-16	213
Contributions (to) / from provisions	-1,593	-5,135
Net adjustments for non-cash movements	**-28,504**	**-115,287**

35. Cash Flow Statement - Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities

	2018/19 £000	2019/20 £000
Proceeds from the sale of Property, Plant and Equipment, Investment Property, Intangible Assets and Assets Held for Sale	6,742	11,152
Capital grants and contributions recognised in the Comprehensive Income and Expenditure Statement	72,024	82,437
	78,766	**93,589**

36. Cash Flow Statement – Investing Activities

	2018/19 (Restated) £000	2019/20 £000
Purchase of Property, Plant and Equipment, Investment Property and Heritage Assets	108,566	81,426
Purchase of short-term and long-term investments	204,612	404,538
Proceeds from short-term and long-term investments	-290,437	-253,931
Proceeds from the sale of Property, Plant and Equipment, Investment Property, Intangible Assets and Assets Held for Sale	-6,742	-11,152
Capital grants and contributions recognised in the Comprehensive Income and Expenditure Statement	-72,024	-82,437
Net position on capital grants and contributions receipts in advance	-16,652	-11,714
Net cash flows from investing activities	**-72,677**	**126,730**

37. Cash Flow Statement – Financing Activities

	2018/19 (Restated) £000	2019/20 £000
Repayment of PFI and finance lease liabilities	10,296	4,834
Receipts from short and long term borrowing	0	-100,000
Repayment of short and long term borrowing	7,016	7,015
Cash held for third parties	-338	2
Net cash flows from financing activities	**16,974**	**-88,149**

38. Events after the Balance Sheet date

The Statement of Accounts was authorised for issue by the Director of Finance and Support Services on 20 November 2020. Events taking place after this date are not reflected in the financial statements or notes.

There were no post balance sheet events between the reporting date and the date the accounts were authorised for issue.

39. Contingent Assets

West Sussex County Council currently has no material contingent assets.

40. Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Authority a possible obligation, whose existence will only be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority. Contingent liabilities also arise in circumstances where a provision would otherwise be made but the amount of the obligation cannot be measured reliably. Contingent liabilities are not recognised in the Balance Sheet but are disclosed in a note to the accounts.

West Sussex County Council recognises the following contingent liabilities:

(1) A potential liability exists in respect of the insolvency of Independent Insurance Company Ltd, and its failure to enter into a scheme of arrangement with its creditors. This liability is ongoing but cannot be quantified. Known claims are provided for in the Insurance provision (see Note 14), but there is a risk of new claims arising from the period when the Independent Insurance Company provided cover to the Council (September 1992 to September 2000). An Insurance reserve (see Note 3) is maintained to provide for the risk of unknown future claims.

(2) A potential liability exists in relation to any future costs of maintaining six closed landfill sites in the County. The Authority is responsible for monitoring these sites to ensure that they are being maintained correctly, and that there is no harm being caused to the surrounding environment. No provision has been recognised in the accounts as it is not currently possible to measure the size of any such obligation with sufficient reliability.

(3) A potential liability exists in relation to NHS Trusts who are seeking mandatory charitable relief on business rates. They are seeking to appeal a recent first instance decision against their claim. Should this appeal be successful NHS Trusts will be entitled to an 80% discount, backdated for a period of six years. This cost would be split between MHCLG and Local Government. Whilst a general provision for Non-Domestic Rates Appeals is recognised based on the provisions held by the Council's billing authorities (see Note 14), no specific provision has been made for NHS Trust charitable appeals at this stage as an obligation requiring settlement is not considered to be probable. However, the Authority has earmarked funding in a reserve (see Note 3) for the eventuality of any successful appeals.

(4) The Council is on notice of the potential for claims associated with the possible exposure of a small number of individuals to harm during some building work undertaken for the Council. An investigation identified a low risk but the likelihood of future claims and any necessary provision for their resolution cannot be assessed at this time.

(5) A number of part time staff are potentially affected by the outcome of litigation to which the County Council was not party but which may alter the legal and contractual rights of staff working on 'term time only' contracts, specifically in relation to the accrual of holiday entitlements. This may result in an additional and backdated claim for compensation. The existence of a liability is therefore dependent on future claims being made and as such a potential obligation cannot be measured with any reliability.

(6) The Council is on notice of potential claims from its IT outsourcing partner in connection with a dispute relating to costs associated with a number of services under this contract. These claims are at an early stage and may yet be resolved but will be monitored for their potential financial consequences.

41. Accounting Policies

(i) General Principles

The Statement of Accounts summarises the Authority's transactions for the financial year and its position at the end of the reporting period. The Authority is required by the Accounts and Audit Regulations 2015 to prepare an annual Statement of Accounts in accordance with proper accounting practices.

These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom ('the Code') for the relevant reporting period, supported by International Financial Reporting Standards (IFRS). The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

(ii) 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, that the cost of the item can be measured reliably, and that it exceeds the Authority's de minimis threshold. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

The Authority applies a de minimis level of £10,000 for the capitalisation of expenditure on Property, Plant and Equipment. Items of expenditure below this de minimis level are charged to the relevant service within the Comprehensive Income and Expenditure Statement in the reporting period it is incurred. A lower de minimis of £2,000 applies to expenditure funded by the Devolved Formula Capital Grant, as per the West Sussex Scheme for Financing Schools.

Recognition - Schools

The Code confirms that local authority maintained schools (and the governing bodies thereof) are to be treated as entities for control purposes, and that the transactions of said schools shall be consolidated into the local authority single entity financial statements.

Non-current assets attributed to schools are therefore recognised in the Authority's balance sheet, subject to the Authority (or the school's governing body) having control over the asset and it being probable that future service potential will flow to the Authority (or to the school).

The Authority's policy is therefore to recognise the non-current assets of its maintained community and voluntary controlled schools on its balance sheet. The balance of control and service potential is considered to reside with independent trustees for foundation and voluntary aided schools, and so these assets are not consolidated into the Authority's balance sheet (the Council retains the statutory responsibility for land at voluntary aided schools, so this is recognised as an asset of the Authority).

A number of schools in the County now hold academy status. Academies are managed completely independently of the Authority, and funding is provided directly by central government. Whilst the Authority retains the freehold of the land, premises are leased to the academy on a finance-lease basis (typically for a 125 year term). Therefore academy buildings are derecognised from the Authority's balance sheet, and land is retained at a nominal value reflecting its restricted use.

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 Authority does not capitalise borrowing costs.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the Taxation and Non-Specific Grant Income and Expenditure line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. Until conditions are satisfied, the gain is held in the Donated Assets Account. Where gains are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance to the Capital Adjustment Account via the Movement in Reserves Statement.

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

- Infrastructure and short-lived assets such as vehicles, plant and equipment – depreciated historical cost
- Assets under construction – historical cost
- Surplus assets – fair value, estimated at the highest and best use from a market participant's perspective
- All other assets – current value, determined as the amount that would be paid for the asset in its existing use.

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

The Code requires that assets included in the Balance Sheet at current value are revalued with sufficient regularity to ensure that their carrying amount does not materially differ from their current value at year-end, but as a minimum every five years. The Authority undertook a full revaluation of all its non-current assets at 1 April 2013, and has subsequently adopted a rolling approach to revaluations to ensure that all assets are subject to revaluation at least once every five years. Assets not subject to revaluation in any given year are tested for indexation to ensure that the carrying value does not become materially misstated between formal valuations.

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 that Statement).

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

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)

- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line 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 as follows:

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

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line 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. An exception is made for assets without a determinable finite useful life (i.e. freehold land and heritage assets) and assets that are not yet available for use (i.e. assets under construction). New assets are depreciated from 1 April of the year that follows the date of initial recognition. Depreciation is calculated on the following bases:

- Buildings – on a straight line basis over the remaining useful life of the property as estimated by the external valuer (initially 60 years)
- Vehicles, plant, furniture and equipment – individual useful life on a straight line basis as estimated by a suitably qualified officer
- Infrastructure – straight line basis over a period of 25 years for major road developments and 15 years for structural maintenance of carriageways and bridges (useful lives for other infrastructure assets to be estimated by a suitably qualified officer).

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

Componentisation

Where a 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.

Componentisation of an asset is not required where depreciating the item would not result in a material misstatement of either the depreciation charges or carrying amount of the asset. As a result the Authority has determined that assets with a gross carrying value below a de minimis of £10m shall not be considered for componentisation.

For assets which are subject to componentisation, the valuer has estimated remaining useful lives for the following significant components for depreciation purposes:

- Building Structure (initial 60 year useful life)
- Building Roof and Externals (initial 50 year useful life)
- Building Mechanicals and Electricals (initial 25 year useful life)

At the point of componentisation, any accumulated revaluation gains (held in the Revaluation Reserve) or impairment losses (held in the Capital Adjustment Account) associated with componentised assets are attributed to the building's host structure component, as it is considered unlikely that the roof/externals and mechanicals/electricals will have given rise to revaluation gains and losses independently of the structure of the building.

Subsequent valuations obtained under the Authority's rolling revaluation programme shall be applied separately to the building components in accordance with the certificates provided by the external valuers, with gains and losses being recognised in the Revaluation Reserve and Capital Adjustment Account in accordance with the requirements of the Code.

Disposals and Non-Current Assets Held for Sale

Surplus assets are subject to formal reporting requirements declaring the asset surplus and a surplus declaration date of 1 April is applied irrespective of the date of the actual report. An asset will be subsequently classified as held for sale at the end of the financial year provided it has been officially declared surplus through cabinet member decision and it complies with the following qualification criteria outlined within IFRS 5:

- The asset is available for immediate sale
- Sale of the asset is highly probable
- The sale is actively marketed
- The sale is expected to be completed within one year of classification.

The asset will be revalued immediately before being reclassified as an Asset Held for Sale and then carried at the lower of this amount and fair value less costs of sale. 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 recognised losses in the Surplus or Deficit on the Provision of Services. Depreciation is not charged on Assets Held for Sale.

Should the period required to complete the sale extend beyond one year, the asset will continue to be classed as an Asset Held for Sale provided the asset is still being actively marketed and the delay in completion is due to circumstances beyond the control of the Authority, for example:

- Economic downturn
- Buyer/Third party conditions of sale.

If an asset no longer meets the criteria to be classified as an Asset Held for Sale, it is reclassified back to non-current assets and valued at the lower of the carrying amount before it was classified as held for sale, adjusted for depreciation, amortisation or revaluations that would have been recognised had it not been classified as held for sale, and the recoverable amount at the date of the decision not to sell.

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

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts, while amounts below this are credited to revenue. The balance of receipts remains within the Capital Receipts Reserve, and can then only be used for new capital investment (or set aside to reduce the Authority’s underlying need to borrow i.e. the Capital Financing Requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

Statutory arrangements allow costs of disposals to be financed by capital receipts, capped to 4% of the capital receipt. Costs incurred prior to the sale are carried forward and offset in the year of disposal.

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

A direction provided by the Secretary of State for Housing, Communities and Local Government under the Local Government Act 2003 provides for additional flexibility on the use of capital receipts until March 2022. Under this direction, authorities may apply capital receipts received in the years to which the direction applies to meet the revenue costs of transformation projects which deliver ongoing savings. The Authority’s Flexible Use of Capital Receipts Strategy is subject to annual approval by full Council. Where this flexibility is applied, capital receipts are transferred out of the Capital Receipts Reserve to finance qualifying expenditure in accordance with the Code’s requirements for the accounting of Revenue Expenditure Funded from Capital Under Statute (REFCUS).

(iii) Investment Property

Investment Properties are assets 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 valued at highest and best use. Properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains or losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund balance. The gains and losses are therefore reversed out of the General Fund in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

Rentals received in relation to Investment Properties are credited to the Financing and Investment income line and result in a gain for the General Fund balance.

(iv) Charges to Revenue for Non-Current Assets

Services are debited with the following amounts to record the cost of holding non-current assets during the year:

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

The Authority is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation. These transactions are therefore reversed out from the General Fund Balance via the Movement in Reserves Statement to the Capital Adjustment Account.

The Authority is however required by the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 (as amended in 2008) to make a prudent annual contribution from revenue towards the reduction in its overall borrowing requirement, the CFR (Capital Financing Requirement). This contribution is referred to as the Minimum Revenue Provision (MRP).

In accordance with statutory guidance issued by the Ministry of Housing, Communities and Local Government (MHCLG), the Authority adopts separate calculations for borrowing that was supported by central government and for unsupported, "self-financed" borrowing. The respective methodologies are as follows:

Supported Borrowing

The Authority adopted a revised MRP calculation for its supported borrowing (including pre-April 2008 unsupported borrowing) effective 1 April 2016. MRP is made on all such outstanding borrowing as at 31 March 2016 on a 2% annuity basis over a repayment period of 40 years from that date.

Unsupported Borrowing

The Authority has adopted the Asset Life (Annuity) Method (MHCLG guidance option 3b) for the repayment of unsupported borrowing undertaken since 1 April 2008. This method provides MRP on an annuity basis over a repayment period equal to the estimated life of the asset for which the borrowing was undertaken, up to a maximum of 50 years. The annuity rates applied are based upon the average Public Works Loan Board rates (for a loan duration equal to the asset life) in the year the borrowing was undertaken.

MRP – Finance Lease and PFI

In line with MHCLG regulations to mitigate the impact of the move to IFRS on the Council's revenue account, it is the policy of West Sussex County Council to make an annual MRP charge equal to the portion of the payment taken to the Balance Sheet to reduce the liability. However, where a lease premium is made (and immediately taken to write down the Balance Sheet liability), the Council shall spread the MRP charge over the useful life of the asset.

(v) Intangible Assets

Expenditure on non-monetary assets that do not have physical substance (such as software licenses) but which are controlled by the Authority as a result of past events is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Authority.

Intangible assets are measured initially at cost, and amortised over their useful life to the relevant service line in the Comprehensive Income and Expenditure Statement. Under statute, amortisation is not permitted to impact on the General Fund balance, and therefore this charge is reversed out through the Movement in Reserves Statement and posted to the Capital Adjustment Account.

(vi) Government Grants and Contributions

Government grants and third party contributions and donations are recognised as due to the Authority where there is reasonable assurance that:

- The Authority 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 (receipts in advance). When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ringfenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance to the Capital Grants Unapplied Account via the Movement in Reserves Statement. Amounts in the Capital Grants Unapplied Account are transferred to the Capital Adjustment Account once they have applied to fund capital expenditure.

(vii) Revenue Expenditure Funded from Capital Under Statute (REFCUS)

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

Where the Authority 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 that there is no impact on the level of council tax.

(viii) 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.

The Authority as Lessee

Finance Leases

Property, Plant and Equipment held under finance leases is recognised on the Balance Sheet at the beginning of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower).

The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Authority are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- A charge for the acquisition of the interest in the Property, Plant or Equipment – applied to write down the lease liability, and
- A finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

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

Operating Leases

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

The Authority as Lessor

Finance Leases

Where the Authority leases an asset out on a finance lease, the existing asset of Property, Plant or Equipment is written out of the Balance Sheet as a disposal and a long-term debtor representing the Authority's net investment in the lease is recognised instead.

As a disposal, the writing out of the asset and the recognition of the long-term debtor is accounted for as part of the gain or loss on disposal of non-current assets in the Comprehensive Income and Expenditure Statement with the debtor representing the sale proceeds.

Under statute, the gain or loss recognised in the Comprehensive Income and Expenditure Statement is reversed out of the General Fund balance and posted to the Deferred Capital Receipts Reserve (proceeds) and Capital Adjustment Account (disposal) via the Movement in Reserves Statement. Deferred capital receipts are released to the Capital Receipts Reserve as the lease debtor is settled.

Lease rentals receivable are apportioned between:

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

Operating Leases

Where the Authority grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet and rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a premium paid at the commencement of the lease).

IFRS Transitional Rules

In accordance with regulations issued upon the implementation of IFRS, amounts receivable under leases that changed from operating leases to finance leases (or vice versa) are accounted for as if the status of the lease had not changed, in that:

- Amounts receivable under operating leases that became finance leases on transition to IFRS continue to be credited to the General Fund balance as revenue income
- Amounts receivable for principal payments under finance leases that became operating leases on transition to IFRS continue to be treated as capital receipts.

In both cases, the leases are accounted for in accordance with the current provisions of the Code, with adjustments to the General Fund balance being made in the Movement in Reserves Statement.

(ix) Private Finance Initiatives (PFI) and Similar Contracts

PFI and similar contracts are agreements to receive services, where the responsibility for making available the Property, Plant and Equipment needed to provide the services passes to the PFI contractor.

As the Authority is deemed to control the services that are provided under its PFI schemes, and as ownership of the Property, Plant and Equipment will pass to the Authority at the end of the contracts for no additional charge, the Authority carries the assets used under the contracts on its Balance Sheet as part of Property, Plant and Equipment. The Authority has three PFI schemes on its Balance Sheet - Crawley Schools, Recycling and Waste Handling and Street Lighting.

The original recognition of these assets at fair value was balanced by the recognition of a liability for amounts due to the scheme operator to pay for the capital investment. Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as Property, Plant and Equipment owned by the Authority. The amounts payable to the PFI operators each year are analysed into five elements:

- Fair value of the services received during the year – debited to the relevant service in the Comprehensive Income and Expenditure Statement
- Finance cost – an interest charge on the outstanding Balance Sheet liability, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- Contingent rent – increases in the amount to be paid for the property arising during the contract, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- Payments towards liability – applied to write down the Balance Sheet liability towards the PFI operator
- Lifecycle replacement costs – proportion of the amounts payable is posted to the Balance Sheet as a prepayment and then recognised as additions to Property, Plant and Equipment when the relevant works are eventually carried out.

(x) 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 income or expenditure is to be recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. The Council has applied a de minimis threshold of £10,000 for all manual accruals of income and expenditure.

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. An examination of debtors outstanding at 31 March has been undertaken and an allowance for doubtful debts has been made.

Under local management arrangements, school accounts have been closed shortly before the end of the reporting period. Consequently, school income, expenditure, debtors and creditors are shown on an estimated basis.

(xi) 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.

(xii) Reserves

The County 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 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 via 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 do not represent usable resources for the Authority – these reserves are explained in the relevant policies.

(xiii) 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 Authority may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation.

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

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

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

(xiv) Contingent Liabilities

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

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 in a note to the accounts.

(xv) Financial Instruments

<u>a) Financial Liabilities</u>

Financial liabilities 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 and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument.

The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised. For most of the borrowings that the Authority 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.

b) Financial Assets

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

- amortised cost
- fair value through profit or loss (FVPL), and
- fair value through other comprehensive income (FVOCI) - the Authority has currently not designated any financial asset into this category.

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

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 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 Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement. Any gains and losses that arise on the derecognition of an asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

The Code includes a number of provisions for the accounting of soft loans (loans made to voluntary organisations at below market rates), primarily relating to the recognition of foregone interest. The Authority's policy is to apply the materiality concept of the Code, and so has decided not to adopt any of these provisions for soft loans below £500,000. Any such loans are therefore accounted for as per other assets measured at amortised cost as set out in the previous paragraph.

Expected Credit Loss Model:

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

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses. No loss allowance is recognised for assets where the counterparty is central government or a local authority whereby relevant statutory provisions prevent default.

In addition to financial investments, whereby risk is mitigated through the creditworthiness policy contained within the annually approved Treasury Management Strategy, the Authority may agree loans to third parties (organisations or individuals) when considered to be of an economic or social benefit to the local area. The Authority will assess the expected credit loss by loan (or group of loans where considered to be of similar nature) on a 12-month or lifetime loss model dependent on the risk level applied to the loan(s).

Financial Assets Measured at Fair Value through Profit or Loss:

Financial assets that are measured at FVPL are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument, and are initially measured and carried at fair value. Fair value gains and losses are recognised as they arise in the Surplus or Deficit on the Provision of Services.

In November 2018 the Ministry of Housing, Communities and Local Government announced a statutory override applicable to English Local Authorities regarding fair value movements on pooled investments funds, covering a five year period commencing 1 April 2018. During the period of the statutory override, the Authority will transfer all fair value movements recognised in the Surplus or Deficit on the Provision of Services relating to pooled investment funds to the unusable Financial Instruments Revaluation Reserve (or, for equity investments, to the Capital Adjustment Account).

Fair Value Measurements of Financial Assets:

The fair value of an asset is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. The fair value measurements of the Authority's 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.

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

(xvi) Cash and Cash Equivalents

Cash and Cash Equivalents represents cash in hand and cash equivalents, defined as short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Cash equivalents are not held for the purposes of an investment gain, but rather are retained so that the Authority has monies available to settle its liabilities. The Authority therefore recognises as cash equivalents only those deposits held for the purposes of cash management and repayable without penalty on notice of not more than 24 hours.

Deposits made for the purposes of securing an investment gain are classified as Short Term Investments.

Bank overdrafts form an integral part of the Authority's cash management and are therefore consolidated within net Cash and Cash Equivalents as presented in the Authority's core financial statements.

(xvii) Schools

The Code confirms that the balance of control for local authority maintained schools (as identified in the School Standards and Framework Act 1998, as amended) lies with the local authority. Therefore schools' transactions, cash flows and balances are recognised in the single entity financial statements of the Authority as if they were the transactions, cash flows and balances of the Authority.

(xviii) Council Tax and Non-Domestic Rates

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

<u>Accounting for Council Tax and NDR</u>

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 credited to the General Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement.

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

(xix) Value Added Tax

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

(xx) Employee Benefits

<u>Benefits Payable During Employment</u>

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits 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 any form of leave, e.g. time off in lieu) earned by employees but not taken before the year-end, which employees can carry forward into the next financial year.

The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that 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 Authority 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 Comprehensive Income and Expenditure Statement when the Authority can no longer withdraw the offer of those benefits or when the Authority recognises costs for a restructuring.

(xxi) Post-employment Benefits

Employees of the council may be members of four separate pension schemes:

- the Local Government Pension Scheme, administered by West Sussex County Council;
- the Firefighters’ Pension Scheme, administered by West Sussex County Council;
- the Teachers’ Pension Scheme, administered by Capita Teachers’ Pensions on behalf of the Department for Education (DfE);
- the National Health Service (NHS) Pension Scheme, administered by the NHS.

These schemes provide defined benefits to members (retirement lump sums and pensions), earned as employees work for the Council.

However, the arrangements for the Teachers’ and NHS Pension Schemes mean that liabilities for these benefits cannot ordinarily be identified specifically to the Authority. The schemes are therefore accounted for as if they were defined contribution schemes, and therefore no liability for future payments of benefits is recognised in the Balance Sheet. The employer contributions payable to the respective scheme administrators is recognised as an in-year expense against the appropriate service line in the Comprehensive Income and Expenditure Statement.

The Local Government Pension Scheme and The Firefighters’ Pension Scheme

The Local Government and Firefighters’ Pension Schemes are accounted for as defined benefit schemes:

- The liabilities of the respective schemes attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method (i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of projected earnings for current employees).
- Liabilities are discounted to their value at current prices, using an appropriate discount rate.

The assets of the Local Government Pension Scheme 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 pensions liability is analysed into the following components:

Service cost, comprising:

- Current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked
- Past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs
- Net interest on the net defined benefit liability (asset), i.e. net interest expense for the Authority – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement.

Remeasurements, comprising:

- The return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure
- Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.

Contributions paid to the pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund 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 earned by employees.

(xxii) Early Retirement Costs

The County Council's policy is to charge the full costs of early retirement to the relevant service at the earliest date. The Local Government Pension Scheme allows authorities to spread these costs over three years, but in keeping with the policy aim, these are recognised in full in the year they are incurred. This discretion does not exist for the Firefighters' Pension Scheme, where regulation requires that the costs are spread over three years to smooth the volatility of variable numbers of ill-health retirements.

(xxiii) Senior Officer Remuneration

The Code contains requirements for the disclosure of the remuneration of higher paid officers. However, these requirements are derived from (and supplemented by) the overarching requirements of the Accounts and Audit Regulations:

- For England – regulation 7 of the Accounts and Audit Regulations 2015 (as specified in Schedule 1 SI 2015/234)

There are two related disclosures required by the regulations:

- Figures for the number of officers whose remuneration was £50,000 or more, grouped in £5,000 bands (starting at £50,000)
- The individual remuneration of senior employees.

Disclosure of senior officers' remuneration in made on an accruals (rather than cash) basis in line with the definition of remuneration provided by the regulations, which states that remuneration is to include "all amounts paid to or receivable by a person..."

The regulations dictate that the disclosure of remuneration by category must be made by reference to individuals, with the following proviso:

- Where the senior employee or relevant police officer's salary is £150,000 or more per year, they must be identified by name and job title
- Where the senior employee's salary is less than £150,000, only their job title must be disclosed.

(xxiv) Prior Period Adjustments and Changes in Accounting Estimates

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.

(xxv) Fair Value Measurement of Non-Financial Assets

The Authority measures some of its non-financial assets (such as surplus assets and investment properties) and some of its financial instruments (such as equity shareholdings) 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 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 and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

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

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

(xxvi) Joint Operations and Other Pooled Budgets

Joint operations are arrangements where the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities relating to the arrangement. The activities undertaken by the Authority in conjunction with other joint operators involve the use of the assets and resources of those joint operators. In relation to its interest in a joint operation, the Authority as a joint operator recognises:

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

In April 2015 the West Sussex Better Care Fund was established. This is a joint operation between the Authority and three NHS Clinical Commissioning Groups to provide integrated health and social care support within the area. West Sussex County Council acts as host in the arrangement, but shares control with each partner and as such accounts only for its share of the Fund's income, expenditure, assets and liabilities in its accounts.

The Authority is also part of three other pooled budget arrangements with NHS bodies to provide services in the local area. In two of these partnerships, established for the provision of services relating to Learning Disabilities and Telecare, the Authority acts as lead commissioner, and has control of the decisions of how the pooled funds are applied. As such, the Authority accounts for all of the expenditure of these funds in its financial statements. Funding contributed by partners is recognised as revenue in the Authority's accounts. The third agreement, for the provision of Mental Health services, is hosted by the NHS, and as such the Authority accounts only for its contribution to the pooled budget.

(xxvii) Events After the Reporting Period

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

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

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

(xxviii) Local Enterprise Partnership

Until 30 September 2018, the Authority acted as Accountable Body to the Coast to Capital Local Enterprise Partnership (LEP), a company limited by guarantee which aims to influence local economic priorities and lead economic growth and job creation through partnership working across the public and private sectors. As part of its duties as Accountable Body, the Authority had responsibility for ensuring that all decisions and activities undertaken by the LEP complied with all relevant laws and funding conditions.

The financial and operating policy decisions of the LEP are taken by its Board of Members, as delegated through the LEP's Assurance Framework. During its time as Accountable Body the Authority received income and incurred expenditure on behalf of the LEP, but did so acting merely as an intermediary, and therefore it has accounted for the LEP as an agency arrangement. As such, transactions incurred by the LEP are excluded from the single entity financial statements, and the Authority accounts only for the grant awarded to it by the LEP and the associated expenditure.

(xxix) Going Concern

These financial statements have been prepared on a going concern basis. Assets and liabilities are therefore reported on the assumption of continuing operations for the foreseeable future.

This approach is prescribed by the CIPFA Code of Practice on Local Authority Accounting. The Code confirms that, as authorities cannot be created or dissolved without statutory prescription, they must prepare their financial statements on the going concern basis of accounting.

The potential for abolition of an authority (or the transfer of its functions) by statute is not taken as negating the presumption of going concern. Even though assets may be taken from the authority, perhaps without compensation, the continued use of those assets for public benefit means that an individual authority does not need to consider the restriction on its own ability to make use of those assets from a going concern perspective.

An authority experiencing significant resource pressures does not therefore negate the presumption of going concern, because if an authority were in financial difficulty the prospects are that alternative arrangements might be made by central government for the continuation of services. However, references to such issues affecting financial resilience and sustainability will be made in various sections of the financial statements as appropriate, for example in Note 42 Critical Judgements in Applying Accounting Policies and Note 43 Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty.

Considering the above, and the critical judgements made in applying the Council's policy on going concern and assumptions made about the future as set out in Notes 42 and 43, the Council is satisfied that the financial statements should be prepared on a going concern basis.

42. Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Note 41, 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:

Coronavirus – Going Concern Impact Assessment

The Covid-19 pandemic is affecting all aspects of the Council's services to our residents. It is not known how long the current situation is going to last, however assessments of the potential implications for the remainder of 2020/21 are being kept under constant review. Our latest estimate indicates that the cost of Covid-19 to the Council in 2020/21 could be in the region of £70m, with a likelihood of further financial implications in future years. The estimate for 2020/21 assumes:

- Direct costs incurred by the Council, primarily but not exclusively within Adult Social Care, costs associated from being in lockdown, for example, the pressures on services including Children's Social Care as the number of vulnerable children increases and the cost of recovery in terms of how the Council will emerge from the current situation which will bring additional costs; these total £33.7m,

- Reduction in the income collected through fees and charges and commercial income; these total £9.3m,

- Impact on the Council's planned activities, for example, savings plans for 2020/21, as efforts have been refocused onto Covid-19 measures; these total £7.0m,

- Costs related to the local economy where there will be a reduction in the business rates the Council had expected to receive in 2020/21 as well as a loss of Council Tax income due to more residents applying for council tax relief; these total £20.0m.

As at the end of July 2020, the Authority has been allocated £41.4m of Government funding to support the additional costs arising from the emergency. In addition, the Government has announced that it will reimburse authorities for 75% of income losses occurring in 2020/21 as a result of Covid-19, with authorities being responsible for losses up to a 5% threshold. For the Council, this is estimated to be £1.2m, leaving a funding gap of £27.4m. This funding remains below the initial estimated impact across 2020/21. Therefore, there remains a significant risk that, any costs over and above the £42.6m funding provided to date will need to be met by the Council, from either making reductions to services and/or utilising our reserves. This will ensure we can remain financially resilient and can maintain a balanced budget, in line with our statutory duties.

The Council is also closely monitoring its cashflow position to ensure that there are sufficient funds available to meet its financial obligations. Any surplus cash is being held in instant access accounts or on very short-term deposits to ensure it is available should it be required. If it were to prove necessary, the Council's Treasury Management Strategy allows for up to £40m of borrowing, through short term loans, to cover unexpected cashflow shortages.

The latest budget gap is £34m for 2021/22, as reported at County Council on 17 July 2020. This is an increase of £20m since the Medium Term Financial Strategy was approved by Members in February 2020. Depending on the impact of service pressures and on Council Tax and Business Rates income because of the pandemic and the anticipated recession, this could increase to £73m. Work is underway with the Executive Leadership Team and Cabinet Members to develop plans to mitigate the pressures. Subject to the outcome of this, the Council may need to utilise reserves to ensure we remain financially resilient and can maintain a balanced budget, in line with our statutory duties. As at 31 March 2020, the Council held earmarked reserves of £126.2m, which excludes school reserves, the Covid-19 Emergency Fund and the Business Rates Pilot reserve, with a further £20.3m held in the General Fund. In the short term and with the need to replenish or re-profile costs to a later period, the Council could draw on some of these reserves to balance the budget.

The Council has produced a cashflow to 31 March 2022 and considered the impact on the cashflow for various scenarios, to balance the budget for both 2020/21 and 2021/22. These scenarios are based on the Council's latest forecasts of the impact of Covid-19 and range from the most optimistic scenario (in terms of using reserves to meet the funding shortfall in 2020/21 and then having a balanced budget for 2021/22) to the most pessimistic scenario (in terms of using £44m of reserves for 2020/21 and £73m of reserves for 2021/22).

Based on these scenarios, we are satisfied that there is no material uncertainty relating to the Council's cashflow position to 31 March 2022. We recognise, however, the inherently high degree of estimation uncertainty in the assumptions made. For example, it is not clear for how long physical restrictions on movement will continue and in what form, or what the final level of additional funding from Central Government will ultimately be made available to support the operations of the Council.

Local Government Funding Arrangements

There is a high degree of uncertainty about future levels of funding for local government. MHCLG's Fair Funding Review into business rates retention and baseline funding allocations, previously set for consultation in 2020/21, has been delayed. Additionally, there is a high degree of uncertainty around the council tax and business rates base. The onset of the coronavirus pandemic has seen a number of households fall into council tax support, which may impact on the amount of council tax receivable. The requirement for business premises may also reduce, which could have an impact on the amount of business rates collectable. However, the Authority has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Authority might be impaired as a result of a need to close facilities and reduce levels of service provision.

Provisions and Contingent Liabilities

The Authority is required to exercise judgement in assessing whether a potential liability should be accounted for as a provision, or whether it should be disclosed as a contingent liability. This judgement requires the Authority to assess the likelihood of the obligation arising. In calculating the level of any provisions, the Authority also exercises judgement; they are measured at the Authority's best estimate at the balance sheet date of the costs required to settle the obligation. The level of the Authority's provisions and details of its contingent liabilities are set out in Notes 14 and 40 respectively.

Schools' Non-Current Assets

CIPFA's Code of Practice requires non-current school assets to be recognised on the Authority's balance sheet only where the Authority has control over the asset and it is probable that future service potential will flow to the Authority.

The Authority has therefore exercised judgement in its control assessment for its voluntary controlled, voluntary aided and foundation schools. Legal ownership of assets at these schools typically resides with a separate entity of trustees. Control over these assets may therefore be assumed to reside with those trustees, and that is the position taken by the Authority with respect to its voluntary aided and foundation schools. Non-current assets at these schools are therefore not consolidated into the Authority's balance sheet, with the exception of land at voluntary aided schools, which the Authority retains statutory responsibility for.

However, the Authority exerts a greater degree of control over its voluntary controlled schools, as it directly employs the staff and sets the admissions criteria at these schools. The Authority has therefore judged that it exercises substantive control over the assets of its voluntary controlled schools, and so recognises these assets on its balance sheet.

Local Enterprise Partnership

Until 30 September 2018, the Authority acted as Accountable Body to the Coast to Capital Local Enterprise Partnership (LEP). As Accountable Body, the Authority had responsibility for ensuring that the LEP complied with all relevant laws and funding conditions. However, the financial and operating policy decisions of the LEP were made or delegated by its Board, consisting of representatives of its member bodies. The Authority has therefore judged that it was acting as agent in this arrangement, and as such transactions incurred by the LEP have been excluded from the single entity financial statements, and the Authority accounts only for the grant awarded to it by the LEP and the associated expenditure. The basis of this judgement is that, whilst the Authority has a minority interest on the Board of the LEP, decisions are taken by a majority vote and so the Council is unable to exert control over the entity.

Interests in Other Entities

The Authority has identified interests in two other entities in the reporting period. These are West Sussex Music Trust, a Company Limited by Guarantee established to advance the education of and access to music and the arts, and Aspire Sussex Ltd, a Company Limited by Guarantee established to deliver adult and community learning services to the residents of West Sussex. However, the Authority has concluded that it does not have significant influence over either entity and therefore consolidated group accounts have not been prepared.

The Articles of Association of Aspire Sussex Ltd grant West Sussex County Council the right to appoint one representative on the company's Board of Trustees. The Articles require a minimum of five members to hold membership at all times, and so the maximum possible voting share attributable to the Authority is 20%. The Authority judges that a maximum voting share of 20% would not enable it to exert significant influence over the entity. In any event, the Authority did not elect to appoint a representative to the Board of Aspire Sussex Ltd for its most recent reporting period, and so exerted no influence over the financial or operating policy decisions of the company during that time.

The Memorandum of Association of West Sussex Music Trust do not afford West Sussex County Council any right to ongoing membership on the company's Board of Trustees, and the Authority was not directly represented on the Board during the entity's most recent reporting period. At the reporting date, the Trust had six Trustees, two of which are currently employed as head teachers of local authority community schools. The Authority judges that the head teachers have operated in their capacity as representatives of their respective schools, rather than as employees of West Sussex County Council. In coming to this judgement, WSCC has considered the statutory responsibilities of a school's governing body and the subsequent delegation of these duties to a head teacher, and concluded that head teachers are sufficiently independent so as not to be considered agents of the local authority to exert influence on its behalf. The Authority therefore concludes that it does not exert significant influence over West Sussex Music Trust.

43. 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 amounts cannot be determined with certainty, actual results could be different from the assumptions and estimates. Significant assumptions and estimates made in the preparation of the Statement of Accounts are disclosed below.

Coronavirus (Covid-19)

The impact of the coronavirus pandemic is a significant source of estimation uncertainty. The outbreak continues to cause major disruption and unprecedented volatility in markets and economies globally. This has implications for a number of the estimates included in these financial statements.

One such implication is for property valuations. The immediate impact of the pandemic, in many instances, was to cause the deferment of transactions, thereby limiting the amount of market data available against which to gauge any market movements. The Council's property valuers, Montagu Evans, have invoked a 'material valuation uncertainty' in relation to their valuation of the Authority's operational land and buildings, investment property, assets held for sale and surplus assets. This is on the basis that previous market evidence is now considered to be less reliable to inform opinions of future value, and therefore a reduced degree of certainty can be attached to the valuations provided. The valuers have, however, indicated that any negative value movements on market based valuations (e.g. non specialised assets) may be offset by valuation increases attributable to construction cost pressures for specialised assets (which are valued on a replacement cost basis). It is also worth highlighting that a large proportion of the property valuations undertaken at 31 March 2020 were performed on a depreciated replacement cost basis (71% by value); as the valuation uncertainty is considered to primarily apply to assets valued on an existing use or market value basis, the potential impact of this uncertainty on the Authority's balance sheet is diminished. However, at the balance sheet date the Council continued to hold £91.4m of investment property assets and £36.2m of surplus assets at fair value, and £151.8m of operational land and buildings valued at existing use value, that are potentially impacted by the 'material valuation uncertainty'.

There are further implications for financial assets held by the Authority on a fair value basis, such as multi-asset income and property pooled funds. These are valued based on quoted prices in active markets, as obtained from fund managers. Again, the distortive impact of the pandemic on such markets has caused fund managers to insert an equivalent material valuation uncertainty clause. Further detail is provided in Note 9 Financial Instruments.

As the majority of investments held by pension funds are measured at fair value, similar measurement issues to those identified above exist when estimating the value of pension fund assets and the consequential net liability on the Authority's balance sheet. Further commentary on the impact of the pandemic on the measurement of pension fund assets is provided in the pension fund financial statements appended to this document.

Property, Plant and Equipment – Revaluation

As detailed in Note 41 Accounting Policies, the Authority formally revalues its operational land and buildings at least once every five years. In order to ensure that the carrying value of these assets does not differ materially from current value in between formal valuations, assets not subject to revaluation in any given year are tested for indexation.

As part of its rolling revaluation programme, the Authority selects the assets to be revalued each year using a stratified sampling approach, such that the results of the valuations commissioned can be used to assess for general movements in the asset base. To facilitate this approach, two characteristics have been identified for every asset; asset category and geographical location. To estimate indexation for an asset not subject to formal revaluation, the Authority calculates the average movement in the relevant category and location amongst those assets which have been revalued, and applies those averages with equal weighting.

Indexation was applied to all land and building assets not subject to formal revaluation at 31 March 2020 using this methodology. Net indexation of £23.0m was applied to assets with a carrying value of £951.7m, an average uplift of 2.4%.

Property, Plant and Equipment – Depreciation

Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate could impact upon the Authority's ability to sustain its current spending on repairs and maintenance, which would have implications for the useful lives assigned to assets.

If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets fall. It is estimated that the annual depreciation charge for buildings would increase by £1.8m for every year that useful lives are reduced. As part of its rolling revaluation programme, an asset is subject to formal valuation at a minimum every five years. Therefore over a five-year period the cumulative impact of a one-year reduction in the useful lives of buildings would be an increase in depreciation charges (and reduction in carrying value) of no more than £9m. In reality, the Authority's sampling approach, including more frequent revaluations for high-value assets, means that the scope for this variation in carrying value is significantly reduced. In any event, a variation of this scale is not considered to be material in the context of the Authority's £2.2billion long-term asset base.

Private Finance Initiatives

The Authority is currently entered into three Private Finance Initiative (PFI) arrangements, as detailed in note 15 to these accounts. There is a high degree of certainty in relation to the Authority's contractual commitments under these contracts, as disclosed in note 15 (iii) and subject to contractual variations relating to volumes, performance and indexation. However, the accounting models relating to these schemes which determine a number of material entries in these financial statements are necessarily underpinned by a series of assumptions. This includes the basis upon which the unitary charge is notionally split between its service, interest, and capital components, which impacts on how these costs are reported within the Comprehensive Income and Expenditure Statement and Movement in Reserves Statement, and also the rate at which the PFI liability on the Balance Sheet is shown to be repaid. In accordance with statutory requirements, the accounting entries generated by these models are all mitigated via the Capital Adjustment Account. Therefore, whilst a change in the underpinning assumptions may have a material impact on the financial statements, there are no funding implications or impact on Usable Reserves.

Defined Benefit Pension Schemes

Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries and pensions are projected to increase and mortality rates. A firm of consulting actuaries is engaged to provide the Authority with expert advice about the assumptions to be applied. The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

Local Government

Change in assumptions at 31 March 2020	Approximate % increase to Employer Liability	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	10%	198,843
0.5% increase in the Salary Increase Rate	1%	15,632
0.5% increase in the Pension Increase Rate	9%	181,856

The principal demographic assumption concerns member life expectancy. The actuary estimates that a one year increase in life expectancy would increase the defined benefit obligation by approximately 3-5%.

Firefighters

Change in assumptions at 31 March 2020	Approximate % increase to Employer Liability	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	9%	33,388
1 year increase in member life expectancy	3%	10,660
0.5% increase in the Salary Increase Rate	1%	3,551
0.5% increase in the Pension Increase Rate	7%	26,854

44. Accounting standards that have been issued but have not yet been adopted

The Authority is required to disclose information relating to the impact on its financial statements of an accounting change that will be required by a new standard that has been issued but has not yet been adopted by the CIPFA Code of Practice on Local Authority Accounting (the 'Code').

A number of accounting changes are being adopted in the 2020/21 Code of Practice, namely:

- Amendments to IAS 19 Employee Benefits: Plan Amendment, Curtailment or Settlement
- Amendments to IAS 28 Investments in Associates and Joint Ventures: Long-term Interests in Associates and Joint Ventures
- Annual Improvements to IFRS Standards 2015-2017 Cycle

The amendments to IAS 19 Employee Benefits require that when a plan amendment, curtailment or settlement occurs during a reporting period entities use updated actuarial assumptions to determine current service cost and net interest for the remainder of the reporting period. This may be relevant where staff transfer to academies or other LGPS admitted bodies. Currently, the Code requires that current service cost and the net interest cost are measured using actuarial assumptions made at the start of the reporting period. The 2020/21 Code is expected to emphasise that assumptions should be revised during the reporting period only where the treatment is material for the readers of the accounts, in consideration of the proportion of active scheme members affected by the change, and the extent to which the revised actuarial assumptions would differ from those which would apply if the assumptions were not amended. The changes to IAS 19 are to be applied prospectively upon adoption by the Code.

The amendment to IAS 28 Investments in Associates and Joint Ventures clarifies that the provisions of IFRS 9 Financial Instruments apply to long-term interests in an associate or joint venture. For example, the impairment requirements of IFRS 9 may be applied to relevant long-term interests before an entity recognises, under the equity accounting methodology stipulated by IAS 28, its share of the profit or loss of the associate or joint venture. As West Sussex County Council does not currently recognise any associates or joint ventures, the amendment to IAS 28 will not have any impact on its accounts.

The Annual Improvements to IFRS Standards 2015-2017 Cycle makes various minor amendments to accounting standards, including to IFRS 3 Business Combinations, IFRS 11 Joint Arrangements, and IAS 12 Income Taxes, which are not considered to be material to local authority reporting requirements. Changes to IAS 23 Borrowing Costs clarify how borrowing costs eligible for capitalisation may be calculated, but as West Sussex County Council has a policy not to capitalise its borrowing costs, this amendment will not impact the Authority's financial statements.

IFRS 16 Leases has been issued by the IASB. When adopted by the Code, the standard will require lessees to recognise the majority of leases (including those currently classified as 'operating leases') on their balance sheets as 'right-of-use' assets, with corresponding lease liabilities. Exemptions for low-value and short-term leases are anticipated. CIPFA has confirmed that the Code's adoption of IFRS 16 has been deferred until 2021/22.

45. Firefighters' Pension Scheme

2018/19 £000	2018/19 £000		2019/20 £000	2019/20 £000
		Contributions receivable		
	-1,724	Employees		-1,712
		Employers		
-2,008		Normal	-3,885	
0		Early retirements	0	
	-2,008			-3,885
	-4	Transfer values from employers of contributors joining the fund		-141
	-39	Charges in respect of ill-health early retirements		-20
	-3,775	Total contributions receivable		-5,758
		Benefits payable		
	7,860	Pensions		8,404
		Lump sum benefits		
1,643		Commutations	1,821	
0		Death benefits	107	
	1,643			1,928
	0	Transfer values to employers of contributors leaving the fund		0
	0	Refunds of contributions		0
	9,503	Total benefits payable		10,332
	0	Other miscellaneous expenditure		44
	5,728	Net amount payable for the year before top up grant from the Home Office		4,618
	-4,142	Top up grant received from the Home Office		-2,614
	-1,586	Top up grant receivable from the Home Office		-2,004
	0	**Net amount payable/receivable for the year**		**0**

Net Assets Statement

At 31 March 2019 £000		At 31 March 2020 £000
	Current Assets	
1,586	Pension top up grant receivable from the Home Office in respect of year to reporting date	2,004
0	Payments in advance	0
1,586		2,004
	less: Current Liabilities	
-1,586	Creditors	-2,004
0	**Net Assets - balance of scheme**	0

GLOSSARY OF FINANCIAL TERMS

Accounting Policies The specific principles, bases, conventions, rules and practices applied by the Authority in preparing and presenting its financial statements.

Accruals An accounting concept that recognises income when it is earned and expenditure when it is incurred, and not when cash is transferred. The inclusion of debtors and creditors are examples of accruals.

Actuarial Gains and Losses Changes in the net pension liability that arise because events have not coincided with assumptions made at the last actuarial valuation, or because the Actuary has updated their assumptions.

Actuarial Valuation The Actuary reviews the assets and liabilities of the pension fund every three years.

Actuary An independent professional who analyses the assets and liabilities of a pension fund and calculates the level of contributions required to keep the fund solvent.

Amortisation The reduction in value of an intangible asset to spread its cost over its useful life. The equivalent of depreciation for intangible assets.

Asset A resource controlled by the Authority as a result of past events and from which future economic or service potential is expected to flow to the Authority.

Assets Held for Sale Assets that the Council intends to sell within the next year and are actively marketed as such.

Balance Sheet A statement of recorded assets and liabilities as at the end of an accounting period.

Billing Authority The district and borough councils which are responsible for the billing and collection of council tax and non-domestic rates. There are seven billing authorities in West Sussex – Adur, Arun, Chichester, Crawley, Horsham, Mid-Sussex and Worthing.

Capital Adjustment Account Absorbs the timing differences arising from the various arrangements for accounting for the consumption of non-current assets (e.g. depreciation, revaluations, disposals) and the financing of the acquisition/enhancement of those assets (e.g. through grants, revenue contributions or MRP).

Capital Expenditure Expenditure on the acquisition or construction of new assets, or the enhancement of existing assets, that have a long-term value to the Authority e.g. land and buildings.

Capital Financing Requirement This represents the Council's underlying need to borrow for capital purposes. A measure of capital expenditure incurred historically by the Authority that has yet to be financed, and therefore representing borrowing (internal or external) which has yet to be repaid via MRP.

Capital Grants Unapplied Account This reserve holds grants and contributions received towards capital projects, for which the Council has met any conditions that would otherwise require the repayment of the monies, but which have yet to be applied to meet expenditure.

Capital Programme The Authority's plan of capital projects and spending over future years. Included in this category are the purchase of land and buildings, the erection of new buildings and works, design fees, and the acquisition of vehicles and major items of equipment.

Capital Receipts The proceeds from the sale of a non-current asset, which may only be used for capital purposes, and not to support the revenue budget.

Capital Receipts Reserve Holds accumulated capital receipts which have yet to be applied to finance the capital programme.

Cash Flow Statement Shows the movement in cash and cash equivalents of the Authority during the reporting period.

GLOSSARY OF FINANCIAL TERMS

Chartered Institute of Public Finance and Accountancy (CIPFA)	The professional accountancy institute that sets the standards for the public sector. CIPFA publishes the accounting codes of practice for local government.
Code of Practice on Local Authority Accounting ('the Code')	Local authorities in the United Kingdom are required to keep their accounts in accordance with 'proper practices'. This is defined, for the purposes of local government legislation, as meaning compliance with the terms of the Code. The Code is reviewed continuously and is normally updated annually.
Collection Fund	Each billing authority maintains a separate collection fund for council tax and non-domestic rates. Monies are paid into the funds by taxpayers and ratepayers, and are distributed to preceptors.
Comprehensive Income and Expenditure Statement	A statement which shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded by taxation.
Contingent Asset	Arises where an event has taken place that gives the Authority a possible asset whose existence will only be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority.
Contingent Liability	Arises where an event has taken place that gives the Authority a possible obligation whose existence will only be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority.
Council Tax	A domestic property tax set by local authorities to finance revenue expenditure. Each dwelling is allocated to one of eight tax bands based on its capital value.
Creditors	Amounts owed by the Authority for goods and services received where payment has not been made as at the Balance Sheet date.
Current Asset	Assets which are either cash (or an equivalent), held for trading, or expected to be realised within the next financial year.
Current Liability	An amount which will become payable within 12 months of the reporting date.
Debtors	Amounts owed to the Authority for goods and services provided but are unpaid as at the Balance Sheet date.
Dedicated Schools Grant (DSG)	The County Council's expenditure on schools is funded by grant monies issued by the Department for Education. DSG is ringfenced and can only be applied to meet expenditure included in the Schools Budget, or central expenditure as agreed by the Schools Forum.
Depreciation	A charge to the revenue account to reflect the consumption of a tangible non-current asset in service delivery. There is a corresponding reduction in the value of the non-current asset on the Balance Sheet.
Earmarked Reserves	Usable reserves which have been set aside for a specific purpose.
Events after the Balance Sheet Date	Events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the financial statements are authorised for issue.
Exceptional Items	Material items which deviate from events or transactions that fall within the ordinary activities of the Authority and which need to be disclosed separately by virtue of their size or incidence to give fair presentation of the accounts.
Existing Use Value	A valuation method that estimates the amount for which an asset or liability should exchange on the valuation date between a willing buyer and seller in an arm's length transaction and disregarding potential alternative uses for the asset.

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Expected Credit Loss	An impairment allowance applied to certain categories of financial assets, calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations.
Expenditure and Funding Analysis	An analysis of the income and expenditure of the Authority chargeable to the General Fund under statute, and a reconciliation of these sums to that presented in the Comprehensive Income and Expenditure Statement under proper accounting practices.
Fair Value	The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.
Finance Lease	A lease that transfers substantially all the risks and rewards incidental to ownership of an asset. Consequently the non-current asset is included within the Balance Sheet of the lessee, even though the lessor retains the legal title of the asset.
Financial Assets Measured at Amortised Cost	Financial assets whereby the Council's business model is to collect contractual cash flows with intention of holding to maturity; such cash flows being solely payments of principal and interest. Includes cash and cash equivalents, fixed-term deposits and trade debtors.
Financial Assets Measured at Fair Value through Profit or Loss	Financial assets whose contractual payments are not solely payments of principal and interest; such assets incurring fair value gains and/or losses over the lifetime of the investment). Includes pooled funds and equity investments.
Financial Instrument	Any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Examples include the borrowing or lending of money and the making of investments.
General Fund	A statutory fund which holds the accumulated surplus of income over expenditure in the revenue account. The balance on the General Fund forms part of the County Council’s Usable Reserves.
Gross Expenditure	Total expenditure before deducting income.
Heritage Assets	Assets with historical, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge or culture.
Impairment	Recognised when the carrying amount of an asset exceeds its recoverable amount. An impairment may be physical in nature (such as damage caused by fire), or may arise from a general or specific reduction in prices during the financial year.
Income	Inflow of economic benefits or service potential during the reporting period, when such inflows or enhancements of assets or decreases of liabilities result in an increase in reserves.
Intangible Assets	Intangible assets yield benefits to Council for more than one year, but are without physical form, such as software licences. Intangible assets are recorded at cost and are amortised over their estimated useful economic life.
International Accounting Standards (IAS)	Standards for the preparation and presentation of financial statements as issued by the International Accounting Standards Committee (IASC) from 1973 to 2001.
International Accounting Standards Board (IASB)	Independent body with responsibility for developing and approving International Financial Reporting Standards (IFRSs). Successor to the International Accounting Standards Committee (IASC).
IFRIC	Interpretations developed by the IFRS Interpretations Committee (previously the International Financial Reporting Interpretations Committee), issued upon approval by the International Accounting Standards Board (IASB).
International Financial Reporting Standards (IFRS)	Standards for the preparation and presentation of financial statements as issued by the International Accounting Standards Board (IASB) since 2001.

Investment Property – Property held solely to earn rentals or for capital appreciation or both, rather than for use in the production or supply of goods or services or for administrative purposes or sale in the ordinary course of operations.

Lease – A lease is an agreement whereby the lessor conveys to the lessee (in return for a payment or series of payments) the right to use an asset for an agreed period of time.

Liability – A present obligation of the Authority arising from past events, the settlement of which is expected to result in an outflow from the Authority of resources embodying economic benefits or service potential.

Long Term Assets – Non-current assets that do not meet the definition of a current asset and provide benefits to the Council which are realisable over a period greater than 12 months.

Materiality – Omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materially depends on the nature or size of the omission or misstatement, judged in the context of the information being considered.

Minimum Revenue Provision (MRP) – An amount chargeable to the General Fund annually to provide for the repayment of debt. The provision of MRP reduces the Council's Capital Financing Requirement, which may be met by internal or external borrowing.

Movement in Reserves Statement – Shows the movement in the year on the various reserves held by the Authority, analysed into usable and unusable reserves.

National Non-Domestic Rates (NNDR) – A charge on commercial and industrial premises based on the rateable value of the property multiplied by a national rate set by central government. The means by which local businesses contribute towards the provision of local authority services.

Operating Lease – A lease arrangement where the risks and rewards of ownership of the asset have not been transferred to the lessee. The annual rentals are therefore charged directly to the Income and Expenditure Account and the asset remains on the balance sheet of the lessor.

Outturn – The actual level of income and expenditure for the financial year.

Pooled Budgets – A partnership arrangement whereby NHS organisations and local authorities contribute an agreed level of resource into a pooled fund which is then used to commission or deliver health and social care services.

Precept – The County Council precepts on (makes demands upon) the billing authorities' collection funds for its net expenditure requirements to be met by council tax.

Prior Period Adjustments – Material adjustments which are applicable to prior years and which arise from changes in accounting policy or the correction of material errors. They do not include immaterial adjustments or changes to accounting estimates.

Private Finance Initiative (PFI) – A long-term contractual public private partnership, which typically involves a private sector entity (the operator) constructing or enhancing infrastructure used in the provision of a public service, and operating and maintaining that infrastructure for a specified period of time. The operator is paid for its services over the period of the arrangement.

Provisions – Provisions are raised to recognise liabilities which exist at the balance sheet date, where settlement is probable and can be reliably quantified but the exact amount and the date on which it will arise is uncertain.

Prudential Code – Issued by CIPFA, the Prudential Code supports local authorities in taking capital investment decisions. The Prudential Code requires local authorities to set their own borrowing limits based upon affordability, sustainability and prudence.

Public Works Loan Board (PWLB) – A central government agency which provides loans for one year and above to authorities at interest rates only slightly higher than those at which the government itself can borrow.

GLOSSARY OF FINANCIAL TERMS

Related Party	An individual or organisation that has the potential to control or significantly influence the Council, or to be controlled or significantly influenced by the Council.
Remuneration	Remuneration includes all amounts paid to or receivable by a person, including sums due by way of expense allowances (so far as these are chargeable to tax) and the estimated monetary value of any other benefits received by an employee.
Residual Value	The estimated amount that the Authority would currently obtain from disposal of an asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.
Revaluation Reserve	Records the unrealised revaluation gains arising from increases in the value of non-current assets. The reserve increases when assets are revalued upwards, and decreases when assets are revalued downwards or disposed of or as assets are depreciated.
Revenue Budget	The estimate of annual income and expenditure requirements, which sets out the financial implications of the County Council's policies and the basis of the annual precept to be levied on collection funds.
Revenue Contribution to Capital Outlay (RCCO)	The amount of capital expenditure to be financed directly from the annual revenue budget.
Revenue Expenditure	The operating costs incurred by the Council in providing its day-to-day services, such as salaries, supplies and services.
Revenue Expenditure Funded from Capital under Statute (REFCUS)	Expenditure that is classified as capital under statutory provisions, but which does not result in the creation or enhancement of non-current assets owned by the Council. Such expenditure is treated as revenue expenditure under proper accounting practices and is charged to the relevant service in the Comprehensive Income and Expenditure Statement.
Revenue Support Grant (RSG)	A general government grant in support of local authority expenditure.
Specific Grants	Represents central government financial support towards particular local authority services, which the government wishes to target.
Surplus Assets	Non-current assets that are surplus to service needs but that do not meet the recognition criteria for Investment Property or Assets Held for Sale.
Unusable Reserves	Reserves that the Council is not able to use to provide services. This includes unrealised gains and losses in relation to asset revaluations and accounts that absorb the timing differences between transactions under proper accounting practices and statutory arrangements.
Usable Reserves	Reserves that can be used to meet future expenditure, subject to the requirement to maintain a prudent level of reserves and any statutory limitations on their use.