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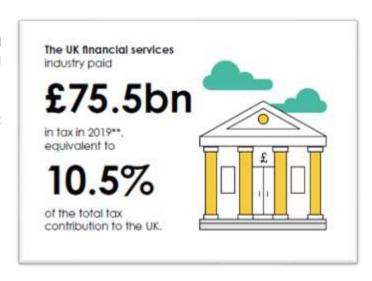
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#### AN INTRODUCTION TO THE CITY OF LONDON CORPORATION

The City of London Corporation (City Corporation) is the governing body of the Square Mile dedicated to a vibrant and thriving City, supporting a diverse and sustainable London within a globally-successful UK. The Square Mile is the historic centre of London and is home to the 'City' – the financial and commercial heart of the UK. Our reach extends far beyond the Square Mile's boundaries and across private, public and charitable and community sector responsibilities. This, along with our independent and non-party political voice, convening power and ability to work with others, enable us to promote the interests of people and organisations across London and the UK and play a valued role on the world stage.

The City Corporation is responsible for managing three funds, City Fund, City's Cash and Bridge House Estates. Bridge House Estates funds the maintenance of Tower, London, Southwark, Millennium and Blackfriars Bridges; and the work of City Bridge Trust (London's largest independent charitable funder) and City's Cash allows us to provide services that are of importance to Greater London as well as to the City at little or no cost to the public. More information about the City Fund is given in the following pages.



As the governing body of the Square Mile, we are responsible for delivering the functions of a local authority and a police authority for our residents, workers, learners and visitors, as well as being the port health and animal health authorities for London. There are approximately 7,500 residents living in the Square Mile. However, we have a high daytime population in the Square Mile made up of approximately 513,000 workers daily and approximately 19 million visitors annually.



# **CORPORATE STRATEGY**

In 2018-19 the City Corporation launched a new Corporate Plan for 2018-23. It sets out our three aims which in turn are broken down into 12 outcomes (shown below). Our Plan commits us to strengthening the character, capacity and connections to the City, London and the UK for the benefit of residents, workers, learners and visitors. This Plan will guide our thinking and decision-making, providing us with the focus to achieve sustainable systemic change during what is likely to be another period of significant change on a global, national and regional level, bringing both threats and opportunities. These include preventing climate change, terrorism and cyber-crime, and countering their effects, which will all remain high priorities for the organisation. So too will retaining the UK's competitiveness, in the context of Brexit; increases in the cost of living; reductions in public sector spending and recovering from the impacts of COVID-19. We are also ensuring that we can support our residents, workers, visitors, partners and our own organisation to respond effectively to these disruptive changes.



- 1. People are safe and feel safe.
- 2. People enjoy good health and wellbeina.
- 3. People have equal opportunities to enrich their lives and reach their full potential.
- 4. Communities are cohesive and have the facilities they need.



- Businesses are trusted and socially and environmentally responsible.
- 6. We have the world's best legal and regulatory framework and access to global markets.
- 7. We are a global hub for innovation in finance and professional services, commerce and culture.
- 8. We have access to the skills and talent we need.



- We are digitally and physically well-connected and responsive.
- 10. We inspire enterprise, excellence, creativity and collaboration.
- 11. We have clean air, land and water and a thriving and sustainable natural environment.
- 12. Our spaces are secure, resilient and wellmaintained.

The Plan is designed to be used as a strategic framework for the organisation. It has therefore been aligned to corporate strategies, service level business plans, team plans and staff appraisal forms. This 'golden thread' allows us to monitor the impact of everything we do has on the aims and outcomes we have identified.

As an organisation we are committed to being relevant, responsible, reliable and radical – acting strategically and at pace in order to ensure everyone can share in the benefits we aim to create. This means that we must be open: to unlocking the full potential of our many assets – our people, heritage, green and urban spaces, funds, data and technology; to trying new things and learning as we go; and to working with our stakeholders and partners who share our aims. To deliver this we have developed a number of key strategies:

- **Responsible Business Strategy, 2018-25**: committing us to creating a positive impact and reducing negative impact across all our activities and decisions encouraging those we work with externally to do the same.
- Social Mobility Strategy, 2018-28: committing us to bridge and reduce the social and economic divides that may be experienced by people during their lifetime, by maximising and promoting social mobility within businesses, organisations, central and local government and educational and cultural institutions.
- **Digital Skills Strategy, 2018-23:** committing us to equipping people and businesses across the City, London and beyond to take full advantage of digital technologies and innovations to help themselves and their economies thrive.
- Apprenticeships Strategy, 2018-23: committing us to a workforce and organisation that thrives through high-quality and wide-ranging apprenticeships that welcomes diverse talent and develops relevant skills.
- Education, Skills and Cultural and Creative Learning Strategies, 2018-23: Committing us to preparing people to flourish in a rapidly changing world through exceptional education, cultural and creative learning and skills which link to the world of work.
- **Transport Strategy 2019-2044:** provides a 25 year framework for future investment in and management of the City's streets, as well as measures to reduce the social, economic and environmental impact of motor traffic and congestion.

# **OUR FUNDING STRUCTURE**

In common with other local authorities, the City Fund received funding via grants from central government, a share of business rates income and the proceeds of the local council tax. The City Fund generates rental and interest income to help finance its activities. A breakdown of these amounts for 2019-20 is shown below in the financial summary for the year.

Whilst collecting more than £1.2bn in business rate income, the City Fund retains only a small proportion of the amounts collected from its area, in accordance with the national arrangements. The remainder is paid over to central government and is redistributed to local authorities throughout the country. Due to its special circumstances – notably its very low resident population and high daytime population – the City of London is allowed uniquely to set its own business rate. It may

set this rate, subject to certain constraints, at a higher or lower level than the National Non-Domestic Rate determined by central government for the rest of the country. More information on the role and ongoing work of the City Corporation, can be found on the City's website at www.cityoflondon.gov.uk<sup>1</sup>

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<sup>&</sup>lt;sup>1</sup> The City of London Corporation is responsible for the maintenance and integrity of the corporate and financial information included on its website. Legislation in the United Kingdom governing the preparation and dissemination of financial information differs from legislation in other jurisdictions

# **PERFORMANCE**

Our recognised achievements in 2019-20 include awards within a range of schemes and categories:

















# Risk Management and Priorities for the Coming Year

Our risk management processes help us identify and manage the most significant risks to the organisation, by significant we mean those that could stop us achieving our strategic objectives or have a significant detrimental impact on the City of London Corporation. The Audit and Risk Management Committee maintains oversight for risk management and is ultimately responsible for ensuring that satisfactory arrangements are in place for this. The Committee endorsed a new Risk Management strategy for the City Corporation in January 2020.

The key risks to the organisation relate to managing the impact of the Covid-19 pandemic in both the short and medium term, Brexit, maintaining a safe and healthy environment and ensuring the financial sustainability of our operations. In the case of this last, the Covid-19 pandemic has had a significant impact and work is in hand to effectively manage this and other financial challenges to ensure the continued relevance of the services we provide to London and the UK.

#### **OTHER DISCLOSURES**

The Trade Union Regulations 2017 requires public authorities to disclose trade union activity as part of their annual accounts. The below tables set out the information required under this regulation. It outlines the volume of union activity as well as the annual cost to the City where union activity is carried out during working hours.

Trade Union representatives and full-time equivalents			
Number of trade union representatives (people)	36		
FTE trade union representative	35		

Total pay bill and facility time costs 2019-20	£m
Total City of London pay bill	217.3
Total cost of facility time	0.1
Percentage of pay spend on facility time	0.04%

Percentage of working hours spend on facility time by union representative	
0% of working hours	25
1% to 50% of working hours	9
51% to 99% of working hours	2
100% of working hours	0
Total	36

Paid trade union activities 2019-20	
Hours spend on paid facility time	3,179.5
Hours spend on trade union activities	0.0
Time spend on paid trade union activities as a percentage of total paid facility time	0.0%

#### FINANCIAL OUTLOOK

The City Corporation is about to embark on an ambitious programme of investment across its funds aimed at fulfilling its strategic aims and continuing to make the City the place people want to live, work and enjoy. For the City Fund these major projects include the Combined Courts project, which will relocate the Magistrates court to a new world class facility and the relocation of the Museum of London to a new purpose-built facility. These programmes require significant financial investment at a time where the City Fund is facing a number of threats to its funding and pressures on its services. These include:

- **Spending Review** expected during 2020, there is unlikely to be significant additional government funding for local government, with the most likely outcome being a further squeeze.
- The Fair Funding Review of local government funding could shift resources away from London.
- **Business Rates** the expected changes to the Business Rate Retention System have been delayed to 2021-22, but still present a significant risk to the City Corporation as this is a major source of funding for City Fund activity.
- **COVID-19** The consequences of global pandemic are yet to fully unfold, but the estimated financial impact on City Fund stands at a deficit of £20.8m. A large number of the workers who travel into the City are working from home, reflecting the restrictions the Government has put in place to combate the spread of the virus. Changes will be required to the City's streets to enable social distancing as the restrictions on travel are gradually lifted. These, and other impacts, will be reflected upon and incorporated into our medium term financial plan, which will be reviewed over the summer.

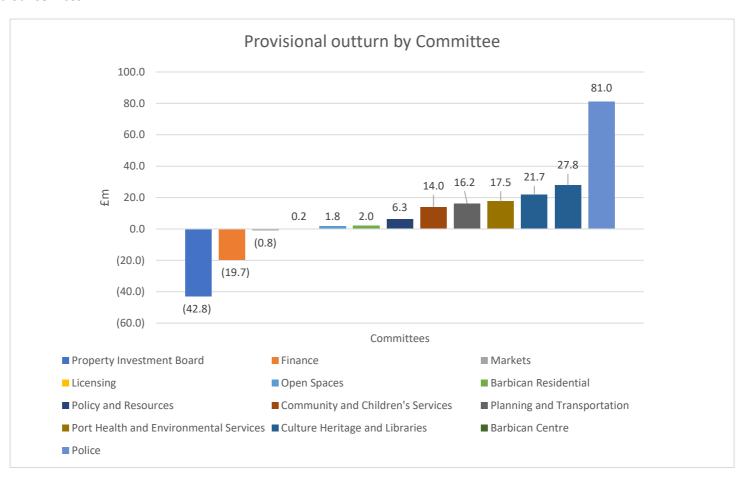
The below table sets out the current financial projections for City Fund across the medium-term planning horizon, prior to factoring in the impact of the COVID-19 pandemic. This highlights the financial challenge facing the City Fund. The City Corporation has already committed to undertake a fundamental review of its activities in light of the forecast deficit position, which will now have added emphasis in response to the impact of COVID-19 to ensure the City Corporation is in a financially sustainable position to deliver its corporate plan. The City Fund maintains adequate levels of both general and earmarked reserves (£178.1m) to support its functions across the short to medium term as these impacts become clearer.

City Fund Medium Term Forecast	20/21	21/22	22/23	23/24
	£'000	£'000	£'000	£'000
City Fund – (non Police) before Major Project	32.7	(2.2)	0.5	(0.8)
financing costs				
Police Forecast Deficit	(5.4)	(8.6)	(8.8)	(8.8)
Surplus/(Deficit) before Major project financing	27.3	(10.8)	(8.3)	(9.6)
Major project financing	0.0	(4.4)	(14.3)	(21.4)
City Fund Total Surplus/(Deficit)	27.3	(15.2)	(22.6)	(31.0)
Deficit Funding from City Fund reserve	0.0	15.2	4.8	0.0
Additional Savings Required	0.0	0.0	17.8	31.0

### **2019-20 FINANCIAL SUMMARY**

### **Revenue Budget**

Our budget for 2019-20 was agreed by the Court of Common Council (the City Corporations primary decision-making body) in March 2019 for both capital and revenue expenditure. The below chart sets out the revenue outturn by Committee, which reflects the operational areas of City Fund activity. The City Fund's largest area of spend is the City of London Police which is largely funded via grants from government along with a contribution from the business rate premium, which for 2019-20 was set at 0.6p. The City Corporation also benefits from a large property investment portfolio, manged by the Property Investment Board, which generates additional income to fund our services.



The adjacent table compares each committee outturn to its final budget for 2019-20. Taking into account service expenditure and funding from taxation and grants, the City Fund recorded a £43.4m underspend for the year. The most material variances and the reason for these are:

- Finance Committee underspend due to slippage on supplementary revenue projects (SRP) and unspent contingencies.
- Port Health and Environmental Services the underspend has been mainly due to additional income from the Heathrow Animal Reception Centre and reduced cyclical works programmes costs.
- Property Investment Board the overspend is due to additional provisions for bad debt being made, reflecting on the anticipated impact of COVID-19 on businesses.

A breakdown of the City Fund taxation and grants income can be seen below.

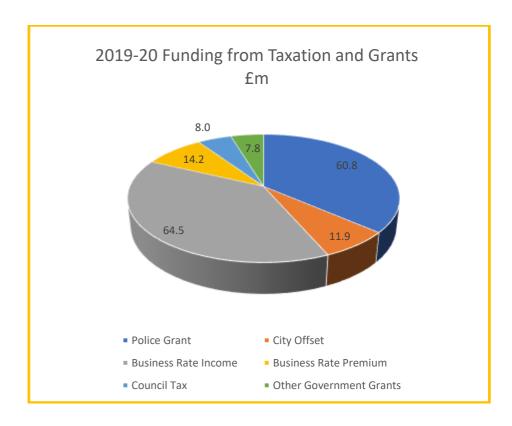
2019-20 Budget v Outturn - City Fund Summary by Committee							
	Budget	Provisional	Variation (Better)/Worse				
Net Expenditure (Income)	Net	Outturn	Total				
	£m	£m	£m				
Barbican Centre	26.9	27.8	0.9				
Barbican Residential	2.5	2.0	(0.5)				
Community and Children's Services	14.2	14.0	(0.2)				
Culture Heritage and Libraries	21.6	21.7	0.1				
Finance	(13.8)	(19.7)	(5.9)				
Licensing	0.1	0.2	0.1				
Markets	(0.7)	(0.8)	(0.1)				
Open Spaces	2.0	1.8	(0.2)				
Planning and Transportation	16.9	16.2	(0.7)				
Police	80.7	81.0	0.3				
Policy and Resources	7.2	6.3	(0.9)				
Port Health and Environmental Services	18.7	17.5	(1.2)				
Property Investment Board	(45.1)	(42.8)	2.3				
City Fund requirement to be met from government grants, local taxation and transfers to/(from) reserves.	131.2	125.2	(6.0)				
Transfer from City of London Police Reserve		(0.3)					
Funding from Taxation and Grants		(167.2)					
2019-20 Transfer to City Fund Balance		(42.3)					

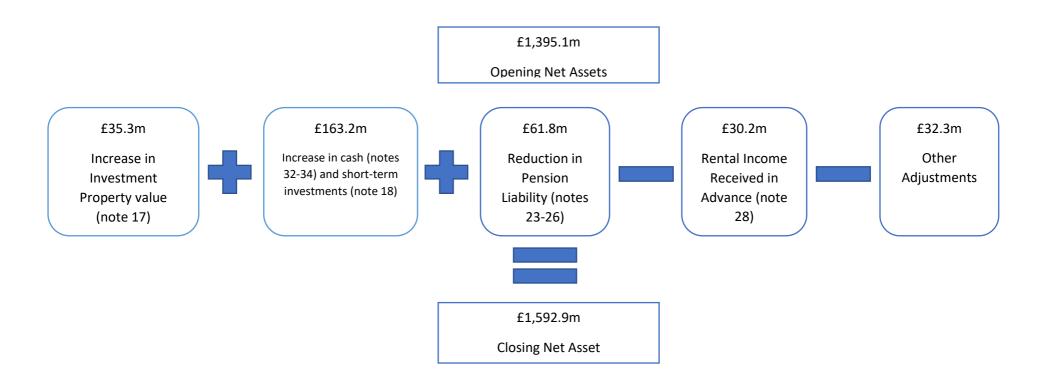
The City Corporation has acted as lead authority for the pool manging the cashflows between participating authorities and the pool benefit distribution model which has been agreed by all in the scheme. The 2019-20 pool is based on 75% growth being retained by London and has created an additional £210.9m of funding being retained in London compared to participating authorities acting individually. Of this gain, £179.3m has been distributed directly to participating authorities, of which the City Fund received £6.4m, whilst £31.6m has been retained in a Strategic Investment Pot (SIP) to fund sub-region projects to support sustainable growth of London's economy and growth in business rates income.

As the City Corporation is the final decision maker for the allocation of SIP funds, these amounts have been included in the Comprehensive Income and Expenditure Statement (CI&ES). Payments of £10.9m due to successful projects are shown on the face of the C I&ES so not to confuse year on year comparison with Committee lines. An unallocated SIP balance of £21.3m has been taken to earmarked reserves pending future allocation to projects.

#### **Balance Sheet**

The City Corporation maintains a strong balance sheet position with net assets totalling £1,592m at year end, an increase of £198m from the previous year. The key movements contributing to this increase are shown below which also signposts the relevant notes to the accounts, which can provide more details about these movements.





# **2019-20 STATEMENT OF ACCOUNTS**

The 2019-20 Statement of Accounts have been prepared in compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Local Authority Accounting in the United Kingdom 2019-20. The accounts have been structured to support the reader in understanding the local authority account framework, however, this remains a complex document, combining International Finance Reporting Standards (IFRS) alongside the statutory framework set by Government, which overrides these accounting standards.

There have been no significant changes to accounting standards or framework this year. However, on 23 March 2020, the UK Government initiated a "lockdown" in response to the COVID-19 pandemic, resulting in all non-essential activities ceasing and restricting being put in place on the movement of people. Whilst much of the impact from COVID-19 will be felt in 2020-21, the following areas have been impacted in 2019-20:

- Valuation of property assets The City Corporation maintains a substantial portfolio of operational and investment property assets which are subject to valuation on an annual basis. The restriction put in place in response to COVID-19 has disrupted the property market, which has made the valuation process more challenging. To reflect these circumstances our valuers have placed a "material valuation uncertainty" caveat to their valuations, which states that their valuation carries a greater degree of judgement than would previously be the case due to the unprecedented circumstance being faced.
- Recovery on outstanding debt Due to the economic impact of the lockdown measures, assumptions on the recovery of debt have been lowered, leading to an increase in the bad debt provision held, especially for outstanding rental income and parking enforcement fines.
- Service operations in response to the restriction put in place by the Governments, the City Corporation has adopted a work from home policy where possible and revised its governance processes to ensure the City Corporations activities can continue. In most cases services have continued to be delivered, however due to the restrictions in place, activity at the Barbican Centre has been significantly curtailed and is unlikely to fully resume until 2021. This, and other impacts, will be reflected in the update MTFP produced over the summer.

# The City of London Corporation's Responsibilities

The City of London Corporation is required to:

- make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. This officer is the Chamberlain
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets
- approve the Statement of Accounts.

#### The Chamberlain's Responsibilities

The Chamberlain is responsible for the preparation of the 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 2019-20 ("the Code").

In preparing this Statement of Accounts, the Chamberlain has:

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

The Chamberlain has also:

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

#### **Chamberlain's Certificate**

Plas

I certify that the Statement of Accounts gives a true and fair view of the financial position of the City Fund and the Pension Funds of the City of London Corporation at the reporting date and of its expenditure and income for the year ended 31 March 2020.

Dr Peter Kane

Chamberlain Date: XX Novemeber 2020 Page held pending formal approval from Finance Committee



# **Comprehensive Income and Expenditure Statement**

	2018-2019					2019-2020	
Gross Expenditure	Gross Income	Net Expenditure/ (Income)		Notes	Gross Expenditure	Gross Income	Net Expenditure/ (Income)
£m	£m	£m			£m	£m	£m
			Services				
132.2	(61.0)	71.2	Police		140.0	(66.2)	73.8
56.2	(25.3)	30.9	Barbican Centre		58.4	(28.6)	29.8
28.9	(13.3)	15.6	Community & Children's Services		29.4	(14.1)	15.3
28.3	(16.1)	12.2	Housing Revenue Account (HRA)		21.1	(15.8)	5.4
35.9	(34.5)	1.4	Planning & Transportation		40.4	(33.8)	6.6
28.2	(14.7)	13.5	Port Health & Environmental Services		31.1	(15.0)	16.1
24.9	(2.9)	22.0	Culture, Heritage and Libraries		25.2	(2.9)	22.3
25.3	(14.0)	11.3	Finance		25.1	(14.5)	10.6
13.2	(14.2)	(1.0)	Barbican Residential		14.2	(15.8)	(1.6)
14.0	(6.3)	7.7	Policy & Resources		18.9	(7.5)	11.4
2.5	(0.6)	1.9	Open Spaces and City Gardens		2.6	(0.5)	2.1
1.6	(0.6)	1.0	Property Investment Board		1.5	(0.5)	1.0
1.0	(0.8)	0.2	Licensing		1.0	(0.8)	0.2
46.8	0.0	46.8	London NNDR Pool Strategic Investment Pot		10.9	0.0	10.9
18.6	0.0	18.6	Pension Past Service Cost		0.6	0.0	0.6
9.7	0.0	9.7	Major Project Cost		12.0	0.0	12.0
467.3	(204.3)	263.0	Cost of Services		432.5	(216.0)	216.5
		(2.3)	Other Operating Income	7			(41.3)
		(52.0)	Financing & Investment Income & Expenditure	7			(43.8)
		(243.3)	Taxation & Non-Specific Grant Income	7			(217.1)
		(34.6)	(Surplus)/Deficit on the Provision of Services				(85.7)
		(27.4)	Surplus on the Revaluation of Property, Plant & Equipment	13			(22.3)
		13.4	Remeasurements of the Pensions Liability	26			(87.8)
		0.2	Gain/Loss on Financial Instruments	18			0.0
		(13.8)	Other Comprehensive (Income) & Expenditure				(110.1)
		(48.4)	TOTAL COMPREHENSIVE (INCOME) & EXPENDITURE				(195.8)

An additional line has been added to the CI&ES to reflect a material items of spend that have occurred during 2019-20 which is for Major project costs in relation to the Museum of London relocation. Pension past service costs have been separately identified due to the McCloud employment tribunal judgement, which found the Governments pension reform to be discriminatory. This resulted in a material increase in pension past service costs in 2018-19.

# **Movement in Reserves Statement**

	Notes	City Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Major Repairs Reserve	Total Usable Reserves	Unusable Reserves	Total Reserves
		£m	£m	£m	£m	£m	£m	£m	£m
Balance at 31 March 2019 carried forward		(122.1)	(3.8)	(21.6)	(33.9)	(3.2)	(184.6)	(1,210.5)	(1,395.1)
Movement in reserves during 2019-20									
Total Comprehensive Income & Expenditure		(91.3)	5.6	0.0	0.0	0.0	(85.7)	(110.1)	(195.8)
Adjustments between accounting basis & funding basis under regulations	11	36.4	(1.9)	(52.1)	(5.1)	(0.2)	(22.9)	22.9	0.0
(Increase) or decrease in 2019-20		(54.9)	3.7	(52.1)	(5.1)	(0.2)	(108.6)	(87.2)	(195.8)
Balance at 31 March 2020 carried forward*		(177.0)	(0.1)	(73.7)	(39.0)	(3.4)	(293.2)	(1,297.7)	(1,590.9)

<sup>\*</sup>The City Fund balance of £177.0m comprises unallocated revenue funds of £62.3m and earmarked revenue reserves of £114.7m (see note 12)

	Notes	City Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Major Repairs Reserve	Total Usable Reserves	Unusable Reserves	Total Reserves
		£m	£m	£m	£m	£m	£m	£m	£m
Balance at 31 March 2018 carried		(122.3)	(4.5)	(26.2)	(27.1)	(8.5)	(188.6)	(1,158.1)	(1,346.7)
forward									
Movement in reserves during 2018-19									
Total Comprehensive Income &		(45.5)	10.9	0.0	0.0	0.0	(34.6)	(13.8)	(48.4)
Expenditure									
Adjustments between accounting basis	11	45.7	(10.2)	4.6	(6.8)	5.3	38.6	(38.6)	0.0
& funding basis under regulations									
(Increase) or decrease in 2018-19		0.2	0.7	4.6	(6.8)	5.3	4.0	(52.4)	(48.4)
Balance at 31 March 2019 carried		(122.1)	(3.8)	(21.6)	(33.9)	(3.2)	(184.6)	(1,210.5)	(1,395.1)
forward**									

<sup>\*\*</sup> The City Fund balance of £122.1m comprises unallocated revenue funds of £44.1m and earmarked revenue reserves of £78.0m (see note 12)

# **Balance Sheet**

The Statement of Accounts was authorised for issue by the Chamberlain on 30 June 2020. Events after the balance sheet date and up to XX November 2020 have been considered in respect of material impact on the financial statements.

The COVID-19 pandemic has resulted in large scale changes in how people and organisation operate. For City Fund, the main impact has been on its income generating areas. Restrictions in the operations at the Barbican Centre and its open spaces have led to projected losses in 2020-21. Income generated through the investment property portfolio and interest on cash balances have also been impacted. City Fund has also incurred additional costs in managing the impact of COVID-19 in the local area.

Through additional financial support from Government, further management of costs and utilisation of reserves were required, we will seek the manage through the current conditions.

We do not judge these factors to have changed materially the balances at the balance sheet date; and have therefore treated the COVID 19 impacts as non-adjusting post balance sheet events.

31 March 2019		Notes	31 March 2020
£m			£m
937.0	Property, Plant and Equipment	13	940.0
9.0	Heritage Assets	14	9.0
1,586.2	Investment Property	17	1,621.5
0.6	Intangible Assets		0.4
17.2	Long-Term Debtors	16	16.9
2,550.0	Long-Term Assets		2,587.8
688.3	Short-Term Investments		815.9
0.5	Assets Held for Sale		1.0
0.5	Inventories		0.6
0.2	Intangible Current Assets		0.0
184.0	Short-Term Debtors	20	158.4
38.5	Cash and Cash Equivalents		74.1
912.0	Current Assets		1,050.0
(363.1)	Short-Term Creditors	21	(382.0)
(72.7)	Provisions	22	(49.2)
(435.8)	Current Liabilities		(431.2)
(1,317.7)	Pensions Liability	23	(1,258.6)
(108.9)	Capital Grants and Contributions Received in Advance	27	(108.6)
(166.3)	Rents Received in Advance	28	(196.5)
(38.2)	Other Long-Term Liabilities	29	(52.0)
(1,631.1)	Long-Term Liabilities		(1,615.7)
1,395.1	NET ASSETS		1,590.9
(184.6)	Usable Reserves		(293.2)
(1,210.5)	Unusable Reserves	31	(1,297.7)
(1,395.1)	TOTAL RESERVES		(1,590.9)

# **Cash Flow Statement**

The cash flow statement shows the changes in cash and cash equivalents of City Fund 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. Details of these movements are set out in note 32-34 of the accounts. The cash and cash equivalent balance is held in bank current accounts held by the City Corporation.

2018-19		Notes	2019-20
£m			£m
(34.6)	Net (surplus)/deficit on the provision of services		(85.7)
(132.5)	Adjustments for non-cash movements	32	(71.8)
33.0	Adjustments for items that are investing and financing activities	32	92.4
(134.1)	Net cash (inflows)/outflows from operating activities		(65.1)
33.9	Investing activities	33	74.6
116.9	Financing activities	34	(45.1)
16.7	Net (increase)/decrease in cash and cash equivalents		(35.6)
(55.2)	Cash and cash equivalents at the beginning of the reporting period		(38.5)
(38.5)	Cash and cash equivalents at the end of the reporting period		(74.1)



# 1. Critical Judgements in Applying Accounting Policies

In applying accounting policies authorities may have to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgement that management considers will have a material effect on the amounts recognised in the financial statements is the net deficit on the City of London Pension Fund and the future levels of local government and police funding.

The Pension Fund is the responsibility of the City Corporation as a whole rather than the specific responsibility of any of its three funds. Therefore, the City Fund does not have an exclusive relationship with the Pension Fund and the portion of the Pension Fund net deficit relating to City Corporation employees engaged on City Fund activities is not separately identifiable. An apportionment is made based on employer's pension contributions paid by each of the three funds into the Pension Fund.

The Local Government funding regime is currently uncertain due to the delays in enacting reforms and the significant impact on the public sector financial outlook resulting from the COVID-19 pandemic. A Spending Review is expected to be completed during 2020 setting out the future funding arrangements for the sector. Whilst the outcome is uncertain, it is unlikely to see any significant increase in funding. In addition, the impact of the pandemic on the City Fund funding streams and costs is not yet clear. Whilst these uncertainties are in place, the City Corporation has not deemed it necessary to impair its assets linked to potential service changes at this point in time. Whilst there is uncertainty we would continue to regard ourselves as a going concern, linked to the level of reserves held, a history of prudent financial management and the Government funded activities we carry out, which can not be altered without statutory prescription.

# 2. Assumptions Made About the Future and Other Major Sources of Estimation and Uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the City Fund about the future or that are otherwise uncertain. The estimates and associated assumptions are continually reviewed and are based on historical experience and other factors including expectations of future events that are considered to be reasonable under the circumstances. However, because balances cannot be determined with certainty, actual results could be materially different from those estimates. Changes in accounting estimates may be necessary if there are changes in circumstances on which the estimate was based, or as a result of new information or more experience. The estimates and assumptions that have the most significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are:

#### (a) Business Rates

Since the introduction of the Business Rates Retention Scheme effective from 1 April 2013, Local Authorities are liable for successful appeals against business rates in their proportionate share. Therefore, a provision has been recognised for the best estimate of successful appeals up to 31 March 2020. The estimate has been calculated using the Valuation Office Agency (VOA) ratings list of submitted appeals alongside an analysis of appeals trends which may lead to an appeal but has not yet been submitted. In making this judgement a number of assumptions have been made which include:

- The data used is for the calculations is based on the VOA listings of submitted appeals available as close to 31 March of each year.

- Estimated appeal losses are based on previous losses incurred on similar properties, the codes of appeal that has been submitted and trends seen on the rating list.
- No adjustment is made for the awarding of reliefs or exemptions.

The total value of the appeals provision is £101.1m, of which the City Corporation holds £49.2m (see note 22 for more information). This is however an estimate and is subject to the actions of business rate payers submitting appeals and the judgement of the VOA is assessing the validity and impact of claims. A 5% variance in our assessment would result in a +/- £5m change in our provision.

Due to the impact of COVID-19 the collection rate for business rates could potentially be impacted due to the failure of businesses. An assessment on the collection of outstanding debt has been carried out based in historic trends, with an £11m provision being set side to against £28m of outstanding debt.

#### (b) Pension Benefits

Estimation of the net liability to pay pensions depends on a number of complex adjustments relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages and mortality rates. The actuarial firm Barnett Waddingham LLP have been appointed as the City Corporation's actuary to provide the City Fund with expert advice about the assumptions to be applied.

The effect of changes in individual assumptions on the net pension liability can be measured but are complex and interact in a complex manner. For example the actuary determines the appropriate discount rate at the end of each year after taking account of the yield from a high quality bond of appropriate duration, a 0.1% decrease in the discount rate assumption across all 3 pension schemes (LGPS, Police and Judges') would result in an increase in the pension liabilities of City Fund of some £33.0m. Other key assumptions for pension obligations are based in part on current market conditions and demographic data. Additional information on pension schemes is given in notes 23 to 26.

# (c) Property Valuations

The carrying values of property, plant and equipment and investment properties are primarily dependent on judgements of such variables as the state of the property market, location, asset lives, condition of the property, indices etc. Valuation is an inexact science with assessments provided by different surveyors rarely agreeing and with prices subsequently realised diverging from valuations. COVID-19 disrupted the property market ahead of valuations being carried out for the 2019-20 statement of accounts. Due to this disruption, our external valuers have inserted "material valuation uncertainty" clauses into their valuation report. Whilst valuation have been provided for all properties that it has been requested, these values are less certain than normal due to the market disruption.

A reduction in estimated valuations would result in reductions to the Revaluation Reserve and/or a loss recorded as appropriate in the Comprehensive Income and Expenditure Statement. For example, a 1% reduction in the value of investment properties would result in a £16.2m debit to "Financing and Investment Income and Expenditure" in the Comprehensive Income and Expenditure Statement. Conversely, an increase in operational property values would result in increases to the Revaluation Reserve and/or reversals of previous negative revaluations to the Comprehensive Income and Expenditure Statement and/or gains being recorded as appropriate in the Comprehensive Income and Expenditure Statement.

Market movement are being monitored to ensure valuations are within reasonable tolerances. Additional information on investment property asset valuation is provided in note 17.

#### (d) Arrears

At 31 March 2020, the City Fund had a balance for rents, trade and sundry debtors of £53.6m (2018-19: £55.2m). A review of the length of time past due, progress on recovery action and forward look on economic factors which could influence recovery of the debt, including the impact of COVID-19, suggests that an impairment allowance for expected credit losses and doubtful debts of £10.5m (2018-19: £7.9m) was appropriate. If collection rates and/or economic factors were to deteriorate an increase in the amount of the impairment allowance would be required. Further details on the provision rates applied can be found in note 19.



Notes to the Comprehensive Income and Expenditure Statement

# 3. Expenditure and Funding Analysis

	2018-19				2019-2020	
Net Expenditure Chargeable to City Fund and HRA Balances	Total Adjustments	Net Expenditure in the CIES		Net Expenditure Chargeable to City Fund and HRA Balances	Total Adjustments	Net Expenditure in the CIES
£'m	£'m	£'m		£'m	£'m	£'m
			Committees			
79.7	(8.5)	71.2	Police	80.4	(6.6)	73.8
29.2	1.7	30.9	Barbican Centre	27.6	2.2	29.8
14.4	1.2	15.6	Community and Children's Services	14.5	0.8	15.3
0.8	11.4	12.2	HRA	3.3	2.1	5.4
3.7	(2.3)	1.4	Planning and Transport	8.9	(2.3)	6.6
13.8	(0.3)	13.5	Port Health and Environmental Services	17.5	(1.4)	16.1
30.6	(8.6)	22.0	Culture, Heritage and Libraries	20.9	1.4	22.3
10.1	1.2	11.3	Finance	(19.7)	30.3	10.6
3.4	(4.4)	(1.0)	Barbican Residential	2.0	(3.6)	(1.6)
7.3	0.4	7.7	Policy and Resources	10.9	0.5	11.4
1.8	0.1	1.9	Open Spaces and City Gardens	2.0	0.1	2.1
(43.9)	44.9	1.0	Property Investment	(42.5)	43.5	1.0
0.2	0.0	0.2	Licensing	0.1	0.1	0.2
(0.9)	0.9	0.0	Markets	(0.7)	0.7	0.0
(12.8)	59.6	46.8	London NNDR Pool Strategic Investment Pot	(21.3)	32.2	10.9
0.0	18.6	18.6	Pension Past Service Cost	0.0	0.6	0.6
0.0	9.7	9.7	Major Project Cost	0.0	12.0	12.0
137.4	125.6	263.0	Net Cost of Services	103.9	112.6	216.5
(136.5)	(161.1)	(297.6)	Other Income and Expenditure	(155.1)	(147.1)	(302.2)
0.9	(35.5)	(34.6)	(Surplus) or Deficit on the Provision of Services	(51.2)	(34.5)	(85.7)
(126.8)			Opening City Fund and HRA Balances	(125.9)		
0.9			Add (Surplus) or Deficit on City Fund and HRA Balance in Year	(51.2)		
(125.9)			Closing City Fund and HRA Balances at 31 March*	(177.1)		

<sup>\*</sup> For a split of this balance between the City Fund and the HRA – see the Movement in Reserves Statement; page 19

Further information on the City Corporation's Committees can be found on the website at: <a href="http://democracy.cityoflondon.gov.uk/mgListCommittees.aspx?bcr=1">http://democracy.cityoflondon.gov.uk/mgListCommittees.aspx?bcr=1</a>

# 4. Note to the Expenditure and Funding Analysis

This note provides a reconciliation of the main adjustments to Net Expenditure Chargeable to the City Fund and HRA Balances to arrive at the amounts in the Comprehensive Income and Expenditure Statement.

	2018-19 2019-20									
Adjustments for Capital Purposes	Net Changes for Pension Adjustments	Collection Fund Adjustment Account	Other Adjustments	Total Adjustments	Committees	Adjustments for Capital Purposes	Net Changes for Pension Adjustments	Collection Fund Adjustment Account	Other Adjustments	Total Adjustments
£'m	£'m	£'m	£'m	£'m		£'m	£'m	£'m	£'m	£'m
3.8	(13.0)	0.0	0.7	(8.5)	Police	4.5	(11.2)	0.0	0.1	(6.6)
0.0	1.3	0.0	0.4	1.7	Barbican Centre	0.0	1.9	0.0	0.3	2.2
0.0	0.5	0.0	0.7	1.2	Community and Children's Services	0.0	0.7	0.0	0.1	0.8
11.0	0.3	0.0	0.1	11.4	HRA	1.3	0.5	0.0	0.3	2.1
0.1	0.8	0.0	(3.2)	(2.3)	Planning and Transport	0.2	1.2	0.0	(3.7)	(2.3)
0.0	0.9	0.0	(1.2)	(0.3)	Port Health and Environmental Services	0.0	1.2	0.0	(2.6)	(1.4)
0.0	0.6	0.0	0.5	(8.6)	Culture, Heritage and Libraries	12.0	0.8	0.0	(11.4)	1.4
(12.1)	0.5	0.0	12.8	1.2	Finance	16.8	0.1	0.0	13.4	30.3
0.0	0.3	0.0	(4.7)	(4.4)	Barbican Residential	0.0	0.4	0.0	(4.0)	(3.6)
0.0	0.4	0.0	0.0	0.4	Policy and Resources	0.0	0.7	0.0	(0.2)	0.5
0.0	0.1	0.0	0.0	0.1	Open Spaces and City Gardens	0.0	0.1	0.0	0.0	0.1
0.1	0.0	0.0	44.8	44.9	Property Investment	0.1	0.0	0.0	43.4	43.5
0.0	0.0	0.0	0.0	0.0	Licensing	0.0	0.1	0.0	0.0	0.1
0.0	0.1	0.0	0.8	0.9	Markets	0.0	0.2	0.0	0.6	0.8
0.0	0.0	0.0	59.6	59.6	London NNDR Pool Strategic Investment Pot	0.0	0.0	0.0	32.2	32.2
0.0	18.6	0.0	0.0	18.6	Pension Past Service Cost	0.0	0.6	0.0	0.0	0.6
0.0	0.0	0.0	0.0	9.7	Major Project Cost	0.0	0.0	0.0	12.0	12.0
2.9	11.4	0.0	111.3	125.6	Net Cost of Services	34.9	(2.8)	0.0	80.5	112.6
(58.3)	32.1	(24.9)	(110.0)	(161.1)	Other Income and Expenditure	(105.8)	31.5	3.4	(76.2)	(147.1)
(55.4)	43.5	(24.9)	1.3	(35.5)	Difference between the City Fund and HRA surplus or deficit and the Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	(70.9)	28.7	3.4	4.3	(34.5)

#### **Adjustments for Capital Purposes**

This column adjusts for capital items which need to be included in the Comprehensive Income and Expenditure Statement such as:

- the net gain on the disposal of fixed assets
- revaluation gains or losses on investment properties
- income from capital grants.

#### **Net Changes for Pensions Adjustments**

This column removes the employer pension contributions charges to services during the year and replaces them with pension related expenditure and income calculated in accordance with International Accounting Standard (IAS) 19 *Employee Benefits*.

#### **Collection Fund Adjustment Account**

This is a timing difference between what is chargeable under statutory regulations for business rates and council tax, which is largely based on estimates at the start of the year, and the income recognised under generally accepted accounting practices.

#### **Other Adjustments**

#### This column includes:

- the re-mapping of items reported to service committees to financing and investment income and expenditure in the Comprehensive Income and Expenditure Statement. Such items include income and expenditure relating to investment properties reported to the Property Investment Board, trading activities reported to the Markets Committee and interest on cash balances reported to Finance Committee
- the elimination of recharges between committees which would otherwise result in gross expenditure and income being overstated in the Comprehensive Income and Expenditure Statement
- changes in the fair value of financial assets which are designated to be charged through the Comprehensive Income and Expenditure Statement.

The above adjustments net to nil overall. The net difference remaining relates to annual leave entitlement and financial instrument adjustments.

# 5. Expenditure and Income Analysed by Nature

City Fund income and expenditure included in the net cost of services is analysed below. The includes £10.9m of expenditure related to the London NNDR SIP, which is included under other service expense, and £32.2m of SIP income, which is recognised under government grant and other grants, contribution and reimbursements. It should also be noted that the 2019-20 amounts recognised under the business rate tariff and levy payments to Government and the business rate and council tax income lines have reduced due to the proportion of business rate income the City Corporation accounts for moving from 64% to 48%, with a corresponding reduction in tariff payments to Government. These changes are as a result of the London 75% Business Rates Pool Pilot.

2018-19		2019-20
£'m		£'m
	Expenditure	
197.4	Employee expenses	186.3
211.6	Other service expenses	200.4
38.0	Support service recharges	36.3
46.1	Depreciation, amortisation and impairments	42.1
31.6	Interest payments	31.0
0.5	Precepts and levies	0.5
590.0	Business rates tariff and levy payments to Government	443.3
0.4	Payments to Government's housing capital receipts pool	0.1
(3.8)	Gain on the disposal of assets	(42.4)
1,111.8	Total expenditure	897.6
	Income	
(180.8)	Fees, charges and other service income	(184.4)
(8.5)	Interest and investment income	(10.0)
(753.2)	Business rates and council tax income	(607.7)
(171.0)	Government grants and other grants, contributions and reimbursements	(150.8)
(32.9)	Unrealised gains on revaluation of investment properties	(30.4)
(1,146.4)	Total Income	(984.4)
(34.6)	(Surplus) or Deficit on the Provision of Services	(85.7)

# 6. Grant Income

2018-19	Credited to Services	2019-20
£m	Revenue Grants (Government)	£m
	Home Office	
(19.5)	Police Pensions	(17.1)
(6.2)	Counter Terrorism	(6.7)
(5.3)	National Cyber Security Programme	(6.3)
(0.4)	National Enabling Programme	(2.3)
(4.0)	National Fraud Intelligence Bureau	(4.3)
(2.5)	National Lead Force for Fraud	(2.3)
(1.0)	Other	(2.1)
(5.5)	Action Fraud Managed Services	(5.2)
(1.1)	Economic Crime Capability	(3.2)
(1.2)	National to Local Fraud & Cyber Data Sharing	(0.6)
	Department for Work and Pensions	
(4.5)	Housing and Council Tax Benefit	(4.1)
0.0	Other	(0.1)
(5.5)	HM Courts and Tribunals Service	(6.2)
	Department for Education	
(2.8)	Dedicated Schools Grant	(3.0)
(1.2)	Other	(0.8)

2018-19	Credited to Services	2019-20
£m	Revenue Grants (Government) Continued	£m
	Ministry of Housing, Communities and Local Government	
(2.0)	Cost of Collection Allowance	(2.0)
(1.9)	Other	(2.3)
	Department for Health	
(1.6)	Public Health	(1.6)
(0.3)	Other	(0.3)
(3.3)	Transport for London	(3.2)
(1.6)	Intellectual Property Office	(1.9)
(0.9)	Greater London Authority	(1.2)
(0.2)	Department for International Development	(0.2)
(0.4)	Arts Council England	(0.5)
(1.4)	Other revenue grants (Government)	(2.1)
	Non-Government revenue grants and contributions	
(2.2)	S106/S278 and other developer contributions	(3.6)
(2.3)	UK Payments Administration Ltd	(2.5)
(3.6)	Association of British Insurers	(3.8)
(7.4)	Other	(7.5)
	Capital Grants and contributions (funding revenue expenditure under statute)	
(1.2)	Other	(1.2)
(91.0)	Total	(98.2)

The above grants, contributions and donations have been credited to the Comprehensive Income and Expenditure Statement.

# 7. Income and Expenditure below Cost of Services

2018-19		2019-20
Net Expenditure/ (Income)		Net Expenditure/ (Income)
£m		£m
(3.7)	Net Gain on Disposal of Fixed Assets	(42.4)
0.4	Inner and Middle Temple Precepts	0.4
0.1	Local levies	0.1
0.4	Payment to Government Housing Capital Receipts Pool	0.1
0.5	Pension Fund Administration Expenses	0.5
(2.3)	Total Other Operating Income and Expenditure	(41.3)
	Investment Properties	
(44.1)	Operational	(44.5)
(32.9)	Gain on revaluation	(30.4)
(8.5)	Interest receivable and similar income	(10.0)
31.6	Pension Interest Cost	31.0
(0.7)	Contribution from Trading Services	(0.5)
2.4	Impairment gains/losses	6.5
0.2	Financial Instrument gains/losses	4.1
(52.0)	Total Financing and Investment Income and Expenditure	(43.8)

Operational Investment Properties is comprised of income of (£62.1m) and operating expenses of £17.6m.

Contribution from Trading Services comprises a turnover of (£8.0m) and expenditure of £7.5m.

2018-19		2019-20
Income		Income
£m		£m
(67.9)	Retained National Business Rates	(62.5)
(12.2)	City Fund Non-Domestic Rates Premium	(14.2)
(11.6)	City Fund Offset	(11.9)
(7.5)	Council Tax Income	(7.7)
	Non Ringfenced Government Revenue Grants	
(56.8)	Police Core Grant	(60.8)
(7.3)	Other	(7.3)
(59.6)	London NNDR Pool Strategic Investment Pot	(31.6)
	Capital Grants & Contributions	
(0.4)	Home Office	(0.4)
(0.3)	Greater London Authority	(0.3)
(2.2)	Transport for London	(1.6)
(1.1)	Ministry of Justice	(1.3)
(10.2)	Section 106/278 Contributions	(11.0)
(5.4)	Community Infrastructure Levy	(6.4)
(0.6)	Department for Education	0.0
(0.2)	Other Capital Grants and Contributions	(0.2)
(243.3)	Total Taxation and Non-Specific Grant Income	(217.1)
(297.6)	Total Income and Expenditure below Cost of Services	(302.2)

There are no restrictions on the City Fund's ability to realise the value inherent in its Investment Property or on the City Fund's right to the remittance of income and the proceeds of disposal.

# 8. Dedicated Schools Grants

In 2019-20, the City Fund received a specific grant from the Department for Education, the Dedicated Schools Grant (DSG), of £3.23m (2018-19: £2.98m). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools Budget as defined in the School Finance (England) Regulations 2019. The Schools Budget includes elements for a range of education services provided on an authority-wide basis and for the Individual School Budget for maintained schools.

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

2018-19	Schools Budget Funded by DSG				
	Central Expenditure	Individual School Budget	Total		
	£m	£m	£m		
Final DSG for 2018-19 before Academy recoupment	1.0	2.0	3.0		
Academy Figure recouped for 2018-19	0.0	0.0	0.0		
Total DSG after Academy recoupment for 2018-19	1.0	2.0	3.0		
Plus: Brought forward from 2017-18	0.5	0.0	0.5		
Less: Carry forward to 2019/20 agreed in advance	0.0	0.0	0.0		
Agreed initial budgeted distribution in 2018-19	1.5	2.0	3.5		
In year adjustments	0.0	0.0	0.0		
Final budgeted distribution for 2018-19	1.6	2.0	3.5		
Less: Actual central expenditure	(0.8)	0.0	(0.8)		
Less: Actual ISB deployed to schools	0.0	(2.0)	(2.0)		
Plus: Local authority contribution for 2018- 19	0.0	0.0	0.0		
Carry forward to 2019-20	0.7	0.0	0.7		

2019-20	Schools Budget Funded by DSG				
	Central Expenditure	Individual School Budget	Total		
	£m	£m	£m		
Final DSG for 2019-20 before Academy recoupment	1.2	2.0	3.2		
Academy Figure recouped for 2019-20	0.0	0.0	0.0		
Total DSG after Academy recoupment for 2019-20	1.2	2.0	3.2		
Plus: Brought forward from 2018-19	0.7	0.0	0.7		
Less: Carry forward to 2020/21 agreed in advance	0.0	0.0	0.0		
Agreed initial budgeted distribution in 2019-20	1.9	2.0	3.9		
In year adjustments	0.0	0.0	0.0		
Final budgeted distribution for 2019-20	1.9	2.0	3.9		
Less: Actual central expenditure	(1.0)	0.0	(1.0)		
Less: Actual ISB deployed to schools	0.0	(2.0)	(2.0)		
Plus: Local authority contribution for 2019- 20	0.0	0.0	0.0		
Carry forward to 2020-21	0.9	0.0	0.9		

# 9. Remuneration and Exit Packages of Employees

Tables 1 to 3 set out the information required in accordance with the Accounts and Audit Regulations 2015 for 2019-20 and 2018-19 respectively.

The number of officers whose remuneration, excluding employer's pension contributions, were £50,000 or more grouped in rising bands of £5,000 is set out in Table 1 (only bands which include officers are shown in the table). Officers have been classified between those employees charged wholly to the City Fund, including Police officers, and those employees charged partly to the City Fund and partly to other funds of the City Corporation. The numbers include those officers required to be separately disclosed and set out in Table 2.

The information in Table 1 relates to those officers' full salary and not just the part charged to the City Fund.

Table 3 relates to the Exit Packages of employees.

Table 1 – Remuneration in Bands

Proportion to City Fund Proportion to City Fund										
Wholly cha	irged	Partially Charged		Wholly cha	arged	Partially Charged				
20	2018-19		Salary Range	20:						
Police Officers	Otl	ner	£	Police Officers	Otl	ner				
145	62	84	50 - 54,999	182	68	121				
98	61	99	55 - 59,999	96	53	90				
60	20	49	60 - 64,999	60	19	50				
37	19	39	65 - 69,999	45	20	52				
21	13	27	70 - 74,999	13	15	27				
9	8	20	75 - 79,999	8	11	16				
6	4	11	80 - 84,999	3	2	14				
3	0	4	85 - 89,999	7	5	9				
4	0	7	90 - 94,999	4	1	4				
2	3	3	95 - 99,999	2	1	3				
2	2	0	100 - 104,999	0	4	3				
0	0	3	105 - 109,999	1	0	0				
0	0	6	110 - 114,999	0	1	8				
0	2	3	115 - 119,999	0	1	4				
1	1	2	120 - 124,999	0	0	2				
0	0	2	125 - 129,999	0	1	2				
0	0	0	130 - 134,999	0	0	1				
0	0	0	135 - 139,999	1	0	0				
0	2	2	140 - 144,999	0	0	1				
0	0	0	145 - 149,999	0	1	1				
1	0	0	150 - 154,999	0	0	0				
0	0	1	155 - 159,999	0	1	1				
0	0	1	160 - 164,999	0	0	0				
0	0	2	175 - 179,999	0	0	2				
0	0	1	180 - 184,999	0	0	1				
1	0	1	185 - 189,999	0	0	0				
0	0	0	190 - 194,999	1	0	1				
0	1	0	200 - 204,999	0	0	1				
0	0	0	205 - 209,999	0	1	0				
0	0	0	230 - 234,999	0	0	1				
0	0	0	255 - 259,999	0	0	0				
0	0	1	260 - 264,999	0	0	0				
0	0	0	375 - 379,999	0	0	1				
0	0	1	385 - 389,999	0	0	0				
390	198	369	Total	424	205	416				

Table 2 - Senior Officer Remuneration

2019-20	Proportion charged to Local or Police Authority Activities	Total Salary	Salary (including fees & allowances)	Bonus	Benefits in Kind	Other Payments (Police Officers only)	Total Remuneration excluding pension contributions	Pension Contributions	Total Remuneration including Pension Contributions
	%	£000	£000	£000	£000	£000	£000	£000	£000
Salary is £150,000 or more a year									
Town Clerk & Chief Executive - J. Barradell	55%	258	142	7	58	0	207	31	238
Chamberlain - P. Kane	60%	190	114	1	0	0	115	24	139
Police Commissioner - I. Dyson	100%	193	193	0	0	7	200	0	200
Managing Director Barbican Centre - N. Kenyon	100%	199	199	6	0	0	205	43	248
Comptroller & City Solicitor - M.Cogher	65%	168	109	5	0	0	114	24	138
City Surveyor - P Wilkinson	40%	154	62	10	0	0	72	15	87
Executive Director of Mansion House & Old Bailey - V Annells	30%	178	53	2	0	0	55	11	66
Director of Built Environment - C.Dwyer	100%	155	155	4	0	0	159	33	192
Salary is between £50,000 and £150,000									
Director of Community & Children's Services	100%	127	127	0	0	0	127	27	154
Director of Markets & Consumer Protection	55%	110	61	2	0	0	63	13	76
Director of Open Spaces	30%	111	33	0	0	0	33	7	40

2018-19	Proportion charged to City Fund	Total Salary	City Fund Proportion of Salary (including fees & allowances)	Bonus	Benefits in Kind	Other Payments (Police Officers only)	Total Remuneration excluding pension contributions	Pension Contributions	Total Remuneration including Pension Contributions
	%	£000	£000	£000	£000	£000	£000	£000	£000
Salary is £150,000 or more a year									
Town Clerk & Chief Executive - J. Barradell	55%	253	139	7	67	0	213	31	244
Chamberlain - P. Kane	60%	181	109	0	0	0	109	23	132
Police Commissioner - I. Dyson	100%	182	182	0	0	7	189	0	189
Managing Director Barbican Centre - N. Kenyon	100%	195	195	7	0	0	202	43	245
Comptroller & City Solicitor - M.Cogher	65%	155	101	5	0	0	106	22	128
City Surveyor – P. Wilkinson	40%	151	60	10	0	0	70	15	85
Executive Director of Mansion House & Old Bailey – V. Annells	30%	174	52	1	0	0	53	11	64
Salary is between £50,000 and £150,000									
Director of Built Environment	100%	139	139	3	0	0	142	31	173
Director of Community & Children's Services	100%	120	120	0	0	0	120	25	145
Director of Markets & Consumer Protection (until 31st December 2018)	55%	90	50	1	0	0	51	11	62
Interim Director of Markets & Consumer Protection (started 1st January 2019)	55%	27	15	0	0	0	15	3	18
Director of Open Spaces	30%	106	32	0	0	0	32	7	39

Table 3 - Exit Packages charged to City Fund

	2018-19					2019-2	0	
Number of Compulsory Redundancies (FTE No.)	Number of Other Departures Agreed (FTE No.)	Total Number of Exit Packages by Cost Band (FTE No.)	Total Cost of exit Packages in Each Band (£'000)		Number of Compulsory Redundancies (FTE No.)	Number of Other Departures Agreed (FTE No.)	Total Number of Exit Packages by Cost Band (FTE No.)	Total Cost of exit Packages in Each Band (£'000)
8.0	7.0	15.0	150.7	£0 - £20,000	6.0	7.0	13.0	89.1
1.0	4.0	5.0	132.0	£20,001 - £40,000	2.0	0.0	2.0	65.2
0.0	2.0	2.0	86.3	£40,001 - £60,000	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	£60,001 - £80,000	0.0	0.0	0.0	0.0
1.0	0.0	1.0	93.9	£80,001 - £100,000	0.0	0.0	0.0	0.0
1.0	0.0	1.0	119.2	£100,001 - £150,000	1.0	0.0	1.0	112.6
0.0	0.0	0.0	0.0	£150,001 - £200,000	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	£200,001 - £250,000	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0	£250,001 - £300,000	0.0	0.0	0.0	0.0
11.0	13.0	24.0	582.1	Total	9.0	7.0	16.0	266.9

#### 10. Audit Fees

Costs incurred in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections provided by the City Fund's external auditor, BDO LLP are set out in the adjacent table. Audit Fees of £22,000 (2018-19: £22,000) in respect of the City of London Pension Fund are met by the Pension Fund and are not included in the table.

The 2018-19 fees have been updated to reflect agreed additional fees of £61,000. The additional fees comprise statutory audit fees 2018-19 of £48,000 (original fee £80,000) and certification of grant claims 2018-19 of £13,000 (original fee £10,000).

2018-19		2019-20
£'000		£'000
128.0	External audit services carried out by the appointed auditor under the National Audit Office Code of Audit Practice in accordance with the Local Audit and Accountability Act 2014.	108.0
23.0	Certification of grant claims and returns by the appointed auditor	18.0
4.0	Non-audit fees - other grant and certification fees	4.0
155.0		130.0



# 11. 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 in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to meet future capital and revenue expenditure.

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

#### City Fund Balance

This is the statutory fund into which all receipts are required to be paid and out of which all liabilities are to be met in respect of the City Fund's activities as a local authority, police authority and port health authority, 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 City Fund unallocated reserve, which is not necessarily in accordance with proper accounting practice. The City Fund Balance is not available to fund Housing Revenue Account (HRA) services. With this exception, the City Fund Balance therefore summarises the resources that the City Fund is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the City Fund is required to recover) at the end of the financial year.

#### Housing Revenue Account (HRA) Balance

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

#### Capital Receipts Reserve

This 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**

This reserve holds the grants and contributions received towards capital projects 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.

#### **Major Repairs Reserve**

The City Fund is required to maintain this reserve, which controls an element of resources limited to being used on capital expenditure on HRA assets or the financing of historic capital expenditure by the HRA. The balance shows the resources that have yet to be applied at the year-end.

2019-20		Us	able Reserve	es		Movement
	City Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Major Repairs Reserve	in Unusable Reserves
	£m	£m	£m	£m	£m	£m
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 (transfers to or from the Pensions Reserve)	(28.2)	(0.5)				28.7
Council Tax and Non-Domestic Rates (transfers to or from the Collection Fund Adjustment Account)	(3.4)					3.4
Holiday pay (transfers to or from the Accumulated Absences Reserve)	(0.2)					0.2
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (transfers to or from the Capital Adjustment Account)	(17.9)	(5.1)				23.0
Transfer of capital grants & contributions from revenue to the Capital Grants Unapplied Account	6.6			(6.6)		0.0
Transfer to the Pooled Investment Reserve	(4.1)					4.1
Total Adjustments to Revenue Resources	(47.2)	(5.6)	0.0	(6.6)	0.0	59.4
Adjustments between Revenue and Capital Resources						
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	69.8	0.5	(70.3)			0.0
Administrative costs of non-current asset disposals (funded by a contribution from the Capital Receipts Reserve)	(0.4)		0.4			0.0
Payments to the government housing receipts pool (funded by a transfer from the Capital Receipts Reserve)	(0.1)		0.1			0.0
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	14.3					(14.3)
Posting of HRA resources from revenue to the Major Repairs Reserve		3.2			(3.2)	0.0
Total Adjustments between Revenue and Capital Resources	83.6	3.7	(69.8)	0.0	(3.2)	(14.3)
Adjustments to Capital Resources						
Use of the Capital Receipts Reserve to finance capital expenditure			18.4			(18.4)
Use of the Major Repairs Reserve to finance capital expenditure					3.0	(3.0)
Application of capital grants to finance capital expenditure (transferred to the Capital Adjustment Account)				1.5		(1.5)
Cash payments in relation to deferred capital receipts			(0.7)			0.7
Total Adjustments to Capital Resources	0.0	0.0	17.7	1.5	3.0	(22.2)
Total Adjustments	36.4	(1.9)	(52.1)	(5.1)	(0.2)	22.9

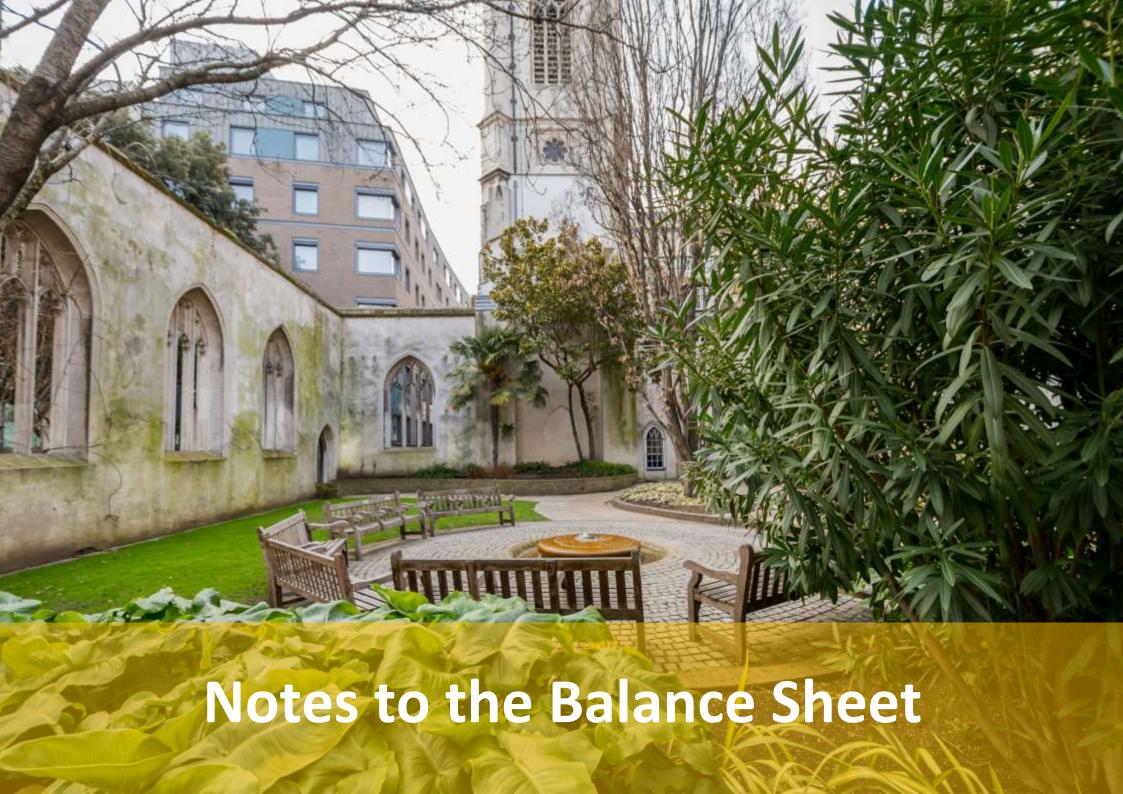
2018-19		U	Isable Reserv	es		Movement
Comparative Figures	City Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Major Repairs Reserve	in Unusable Reserves
	£m	£m	£m	£m	£m	£m
Adjustments to the Revenue Resources						
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements						
Pensions costs (transfers to or from the Pensions Reserve)	(43.3)	(0.3)				43.6
Council Tax and Non-Domestic Rates (transfers to or from the Collection Fund Adjustment Account)	24.9					(24.9)
Holiday pay (transfers to or from the Accumulated Absences Reserve)	(1.2)					1.2
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (transfers to or from the Capital Adjustment Account)	8.6	(12.2)				3.6
Transfer of capital grants & contributions from revenue to the Capital Grants Unapplied Account	7.6			(7.6)		0.0
Total Adjustments to Revenue Resources	(3.4)	(12.5)	0.0	(7.6)	0.0	23.4
Adjustments between Revenue and Capital Resources						
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	8.4	1.8	(10.2)			0.0
Administrative costs of non-current asset disposals (funded by a contribution from the Capital Receipts Reserve)	(0.1)		0.1			0.0
Payments to the government housing receipts pool (funded by a transfer from the Capital Receipts Reserve)	(0.4)		0.4			0.0
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	41.8					(41.8)
Posting of HRA resources from revenue to the Major Repairs Reserve		0.5			(0.5)	0.0
Other adjustments	(0.6)		0.4	0.1		0.1
Total Adjustments between Revenue and Capital Resources	49.1	2.3	(9.3)	0.1	(0.5)	(41.7)
Adjustments to Capital Resources						
Use of the Capital Receipts Reserve to finance capital expenditure			14.6			(14.6)
Use of the Major Repairs Reserve to finance capital expenditure					5.8	(5.8)
Application of capital grants to finance capital expenditure (transferred to the Capital Adjustment Account)				0.7		(0.7)
Cash payments in relation to deferred capital receipts			(0.7)			0.7
Total Adjustments to Capital Resources	0.0	0.0	13.9	0.7	5.8	(20.4)
Total Adjustments	45.7	(10.2)	4.6	(6.8)	5.3	(38.6)

# 12. Transfers (to)/from Earmarked Revenue Reserves

This note sets out the amounts set aside within the City Fund Balance in earmarked revenue reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet City Fund expenditure in 2019-20.

	Notes	Balance at 31 March 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
		£m	£m	£m	£m	£m	£m	£m
Highway Improvements	(i)	(29.9)	6.8	(13.7)	(36.8)	5.0	(10.9)	(42.7)
London NNDR Pool SIP	(ii)	0.0	0.0	(12.8)	(12.8)	0.0	(21.3)	(34.1)
Major Projects Reserve	(iii)	0.0	38.4	(46.7)	(8.3)	15.6	(24.2)	(16.9)
Police Future Expenditure	(iv)	(6.9)	5.9	(0.7)	(1.7)	0.3	(1.5)	(2.9)
Crime Reduction Initiatives	(v)	(3.0)	0.5	0.0	(2.5)	1.5	(0.4)	(1.4)
Other Earmarked Reserves	(vi)	(15.7)	2.1	(2.3)	(15.9)	1.8	(2.6)	(16.7)
Total		(55.5)	53.7	(76.2)	(78.0)	24.2	(60.9)	(114.7)

- (i) Highway Improvements Created from on-street car parking surpluses to finance future highways related expenditure and projects as provided by section 55 of the Road Traffic Regulation Act 1984, as amended by the Road Traffic Act 1991.
- (ii) Unallocated London NNDR Pool Strategic Investment Pot (SIP) This relates to yet to be allocated SIP funds generate through the London NNDR Pool. The City Corporation acts a lead authority for the pool and in that role has the final say on the allocation of SIP funds.
- (iii) Major Projects Reserve This reserve has been established to fund the 2 major projects funded from City Fund resources, the Combined Criminal Court and the Museum of London Relocation. £24.2m has been transferred in from the City Fund general reserve with £15.6m funding works on these projects during 2019-20.
- (iv) Police Reserve Revenue expenditure for the City Police service is cash limited. The net position each year is taken from/to this reserve to fund future service costs.
- (v) Under the guidelines of the Proceeds of Crime Scheme funds received by the City Police must be ring fenced for "crime reduction initiatives".
- (vi) Other Earmarked Reserves The total for all other reserves set aside for specific purposes including service projects, VAT, the School's reserve and renewals and repairs.



# 13. Property, Plant and Equipment

Movements on Balances 2019-20	Council Dwellings	Other Land & Buildings	Leasehold Improvements	Vehicles, Plant & Equipment	Infrastructure	Community Assets	Assets Under Construction	Surplus Assets	Total
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Cost or valuation									
at 1 April 2019	309.9	499.4	62.5	38.1	109.2	1.5	30.8	3.7	1,055.1
Additions	1.5	5.5	2.7	8.4	9.1	0.0	14.0	0.0	41.2
Transfers	2.4	12.6	4.5	0.0	0.0	0.0	(23.2)	0.0	(3.7)
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(3.4)	11.5	0.0	0.0	0.0	0.0	0.0	0.1	8.2
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(1.8)	(0.1)	0.0	0.0	0.0	0.0	0.0	0.0	(1.9)
Derecognition - disposals	(4.9)	(23.0)	0.0	(0.8)	0.0	0.0	0.0	0.0	(28.7)
Assets reclassified (to)/from Held for Sale	0.0	(0.3)	0.0	0.0	0.0	0.0	0.0	0.0	(0.3)
at 31 March 2020	303.7	505.6	69.7	45.7	118.3	1.5	21.6	3.8	1,069.9
Accumulated Depreciation and Impairment									
at 1 April 2019	(0.1)	(5.5)	(27.2)	(25.7)	(58.9)	0.0	0.0	(0.7)	(118.1)
Depreciation Charge	(2.9)	(10.7)	(2.2)	(4.1)	(7.8)	0.0	0.0	(0.1)	(27.8)
Depreciation written out to the Revaluation Reserve	2.3	11.0	0.0	0.0	0.0	0.0	0.0	0.1	13.4
Depreciation written out to the Surplus/Deficit on the Provision of Services	0.6	0.5	0.0	0.0	0.0	0.0	0.0	0.0	1.1
Derecognition - disposals	0.0	0.1	0.0	0.8	0.0	0.0	0.0	0.0	0.9
Derecognition - other	0.0	0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6
at 31 March 2020	(0.1)	(4.0)	(29.4)	(29.0)	(66.7)	0.0	0.0	(0.7)	(129.9)
Net Book Value									
at 31 March 2019	309.8	493.9	35.3	12.4	50.3	1.5	30.8	3.0	937.0
at 31 March 2020	303.6	501.6	40.3	16.7	51.6	1.5	21.6	3.1	940.0

# Property, Plant and Equipment (Continued)

Movements on Balances 2018-19	Council Dwellings	Other Land & Buildings	Leasehold Improvements	Vehicles, Plant & Equipment	Infrastructure	Community Assets	Assets Under Construction	Surplus Assets	Total
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Cost or valuation									
at 1 April 2018	324.7	471.0	61.6	44.0	98.0	1.5	24.6	6.3	1,031.7
Additions	4.7	2.7	0.9	5.7	11.2	0.0	13.4	0.3	38.9
Transfers	6.4	(2.9)	0.0	0.0	0.0	0.0	(7.2)	(0.4)	(4.1)
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(13.8)	28.9	0.0	0.1	0.0	0.0	0.0	(0.3)	14.9
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(8.6)	(0.1)	0.0	0.0	0.0	0.0	0.0	0.0	(8.7)
Derecognition - disposals	(3.5)	(0.2)	0.0	(11.7)	0.0	0.0	0.0	(2.2)	(17.6)
at 31 March 2019	309.9	499.4	62.5	38.1	109.2	1.5	30.8	3.7	1,055.1
Accumulated Depreciation and Impairment									
at 1 April 2018	(0.1)	(5.0)	(24.2)	(34.1)	(52.0)	0.0	0.0	(0.7)	(116.1)
Depreciation Charge	(2.9)	(10.4)	(3.0)	(3.3)	(6.9)	0.0	0.0	(0.1)	(26.6)
Depreciation written out to the Revaluation Reserve	2.5	9.9	0.0	0.0	0.0	0.0	0.0	0.1	12.5
Depreciation written out to the Surplus/Deficit on the Provision of Services	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4
Derecognition - disposals	0.0	0.0	0.0	11.7	0.0	0.0	0.0	0.0	11.7
at 31 March 2019	(0.1)	(5.5)	(27.2)	(25.7)	(58.9)	0.0	0.0	(0.7)	(118.1)
Net Book Value									
at 31 March 2018	324.6	466.1	37.4	9.9	46.0	1.5	24.6	5.6	915.6
at 31 March 2019	309.8	493.9	35.3	12.4	50.3	1.5	30.8	3.0	937.0

# **Depreciation**

The useful lives and depreciation rates generally used in the calculation of depreciation are listed below.

• General operational buildings 50 years

Council Dwellings
 125 years

Leasehold improvements
 10 – 30 years

Certain "listed" operational buildings
 75 – 125 years

• Infrastructure 10 – 25 years

Heavy vehicles and plant
 7 years

• Equipment 5 -12 years

• Cars and light vans 5 years

• Assets under construction None

• Community Assets None

Where there is a material impact on depreciation and/or the carrying value, components are treated as separate assets and depreciated over their own useful economic lives. Indicative economic lives of typical asset components include:

• Internal fit-out 10-25 years

• Plant and Machinery 15-25 years

#### **Commitments**

Significant capital commitments of some £46.8m were outstanding at 31 March 2020, detailed as:

- £20.7m outstanding in respect of a major housing development at Golden Lane Estate
- £13.1m relating to phase 4 works at Central Criminal Court (Old Bailey)
- £5.4m relating to the Fleet Street Redevelopment design
- £5.7m in respect of heating and hot water replacement schemes at York Way and Middlesex Street Estates
- £1.9m relating to CCTV and access control works at the Barbican Centre

#### Revaluations

The following have been revalued at 31 March 2020 in accordance with the Rolling Five Year Programme of Revaluation or to reflect material changes in value:

- Barbican Estate residential properties, commercial properties, baggage stores, and car bays
- Housing Dwellings (including guest flats)
- Housing Commercial Properties (shops, garages and parking spaces etc)
- Properties at the City of London Cemetery and Crematorium
- Barbican Centre, including the Barbican lending library
- Central Criminal Court
- Cleansing Depot and Offices at Walbrook Wharf
- Guildhall complex properties in the ownership of City Fund
- Police Stations
- Spitalfields Market
- Surplus Properties
- Public Car Parks
- Investment Properties
- Assets Held for Sale HRA non-dwelling properties at Holloway

The City Fund is not aware of any material change in value of any other assets and therefore the valuations have not been updated. The current asset values used in the accounts for the Barbican Centre, Central Criminal Court, Public Car Parks, Walbrook Wharf (depot and offices), Golden Lane Recreation Centre, Woodredon and Warlies Park, Cemetery and Crematorium, Police Stations, Animal Reception Centre and the investment properties are based on assessments by external valuers. The firms of chartered surveyors who have prepared valuations for the City Fund are Cushman and Wakefield LLP, Gerald Eve and Savills (UK) Ltd.

All other asset values have been prepared by registered RICS valuers employed in the City Corporation's City Surveyor's Department.

## 14. Heritage Assets

The carrying value of heritage assets currently held in the Balance Sheet at historic cost is £9.0m (2018-19 £9.0m) which relates almost exclusively to one asset — the capital's only Roman Amphitheatre. The amphitheatre was discovered in Guildhall Yard during an archaeological dig taking place in preparation for a building project. In 2002, the doors to the amphitheatre opened for the first time in nearly 2,000 years.

The London Metropolitan Archives look after 105km of books, maps, films and photographs about London and Londoners dating from as far back as 1067. Guildhall Library also specialises in the history of London with a printed books collection from the 15<sup>th</sup> century onwards and many special collections including those devoted to Samuel Pepys, John Wilkes and Sir Thomas More. Reliable valuations are not available for these assets and the cost of obtaining such valuations in order to recognise them on the balance sheet would outweigh the benefit of such recognition to the users of the financial statements.

Further information on the Roman Amphitheatre and the London Metropolitan Archives, including opening times and details of the collections held by the LMA, can be found on the City Corporation website (https://www.cityoflondon.gov.uk/things-to-do/london-metropolitan-archives/about/Pages/default.aspx)

## 15. Capital Expenditure and Finance

The total amount of capital expenditure incurred in the year is shown, in the table below, together with the resources that have been used to finance it. Where assets are acquired under finance leases (see note 30) the transactions are considered to be the same as if the City Fund had purchased the assets and financed this by taking out a loan. Liabilities are therefore recognised for the same amount as the assets acquired under finance leases.

A nil or negative Capital Financing Requirement (CFR) indicates that the City Fund's provision for debt is equal to or greater than the debt incurred. Where capital expenditure is to be financed in future years by charges to revenue the expenditure results in a positive CFR, a measure of the capital expenditure incurred historically that has yet to be financed. The net increase

in the capital financing requirement of £1.7m reflects the recognition of £2.7m of vehicles used exclusively in the delivery of the cleansing service, partially offset by a £1m minimum revenue provision made in the year, with no change in the underlying need to borrow.

2018-19		2019-20
£m		£m
44.6	Opening Capital Financing Requirement	43.6
	Capital Investment	
38.9	Property, Plant and Equipment	41.2
28.3	Investment Properties	1.1
10.9	Revenue Expenditure Funded for Capital Under	13.2
	Statute	
	Sources of Finance	
(1.0)	Minimum Revenue Provision	(1.0)
(14.7)	Capital Receipts	(18.4)
(15.8)	Capital grants, contributions and donations	(17.0)
(47.6)	Direct revenue contributions	(17.4)
43.6	Closing Capital Financing Requirement	45.3

2018-19		2019-20
£m		£m
	Explanation of movement in year	
(1.0)	Minimum Revenue Provision	(1.0)
0.0	Assets acquired under finance leases	2.7
0.0	Increase in underlying need to borrow	0.0
(1.0)	Increase/(decrease) in Capital Financing Requirement	1.7

## 16. Long Term Debtors

31 March 2019		31 March 2020
£m		£m
12.4	Net Investment in Finance Leases	12.4
1.7	Loans to Museum of London (repayable by 2032)	1.5
2.9	Rent	2.8
0.1	Museum in Docklands Loan	0.1
0.1	Service Charge Loans	0.1
17.2	Total	16.9

# **17. Investment Properties**

2018-19		2019-20
£m		£m
1,521.8	Balance at start of the year	1,586.2
3.7	Transfers	4.0
	Additions:	
28.3	Purchases	0.4
0.0	Subsequent expenditure	0.5
(0.5)	Disposals	0.0
	Revaluations:	
32.9	Net gains from fair value adjustments	30.4
1,586.2	Balance at end of the year	1,621.5

The fair values of investment properties have been based on a combination of:

- The market approach having regard to current market conditions, recent sales prices and lettings and other relevant information for similar properties in the area
- The income approach, by means of the discounted cash flow method, where the expected cash flows are discounted at a market rate to establish the present value of the net income stream.

This is in the context of the active property market that exists in the City of London.

As part of the annual valuation of our investment properties, our external valuers have determined a proportion of the portfolio has been valued on a level 3 basis. This means there are some significant unobservable inputs which determine the value of these properties, namely the market rent and yield when using the valuation method highlighted above. The below table set out the sensitivity of the property valuations to these inputs based on a  $\pm$ 0.5% change in yield and  $\pm$ 0.5% change in market value.

Description of Asset	Asset Valuation Range	Value at 31 March 2020 (£m)
Investment Property	+/-0.5%	1,432.1

The movement in level 3 valuations for the year 2019-20 shown below. The change in valuation basis has been recognised at the point of valuation i.e. 31 March.

	1 April 2019	Transfers into Level 3	Transfer out of Level 3	Purchases	Sales	Unrealised Gain/Loses	31 March 2020
	£m	£m	£m	£m	£m	£m	£m
Investment Property	1,423.4	0.0	0.0	0.0	0.0	8.7	1,432.1

## 18. Financial Instruments

The financial instruments recognised in the City Fund financial statements include trade debtors and creditors, bank deposits and investments

#### **Categories of Financial Instruments**

The financial instruments disclosed in the Balance Sheet are made up of the following categories under IFRS 9.

Long Term	Current		Long Term	Current
31 March 2019	31 March 2019		31 March 2020	31 March 2020
£m	£m		£m	£m
		Investments		
0.0	383.7	Fair value through profit and loss	0.0	314.0
0.0	304.6	Amortised Cost	0.0	503.1
0.0	0.0	Fair value through other comprehensive income – designated equity	0.0	0.0
0.0	688.3	Total Investments	0.0	817.1
		Debtors		
17.2	46.0	Amortised Cost	16.9	30.8
17.2	46.0	Total Debtors	16.9	30.8
		Creditors		
0.0	(97.3)	Amortised Cost	0.0	(80.8)
0.0	(97.3)	Total Creditors	0.0	(80.8)
		Long Term Liabilities		
(3.1)	0.0	Amortised Cost	(5.9)	0.0
(3.1)	0.0	Total Long Term Liabilities	(5.9)	0.0

#### *Investments*

The City Fund's investments comprise cash that is not required for day to day purposes invested in deposits of varying fixed lengths and money market funds (including short dated bonds). Investments in fixed term deposits, call accounts and notice accounts are classified as amortised cost financial assets because they comprise of cash flows which are solely payments of principal and interest. Investment in money market funds are classed as fair value through profit or loss financial assets as the net asset value of these funds can vary slightly.

#### Income, Expense, 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
£m		£m
0.2	Net loss on financial assets at fair value through profit and loss	4.1
0.2	Total net (gains)/losses in Surplus or Deficit on the Provision of Services	4.1
(8.5)	Interest revenue from financial assets	(10.0)
(8.5)	Total interest revenue in Surplus or Deficit on the Provision of Services	(10.0)

#### Fair Value of Assets and Liabilities

Financial assets held at fair value through profit and loss are valued using unadjusted quoted prices in active markets for identical assets (level 1 inputs in the fair value hierarchy).

All other financial liabilities and financial assets represented by amortised cost and long-term debtors and creditors are carried on the balance sheet at amortised cost. Short-term debtors and creditors are carried at cost as this is a fair approximation of their value.

31 Marc	31 March 2019			31 March 2020	
Carrying Amount	Fair Value		Carrying Amount	Fair Value	
£m	£m		£m	£m	
		Financial assets			
688.5	688.3	Short Term Investments	817.1	817.1	
7.1	7.1	Long Term Debtors - investment properties	7.1	7.1	
10.1	10.1	Long Term Debtors - other	9.8	9.8	
705.7	705.5	Total financial assets	834.0	834.0	
		Financial liabilities			
(97.3)	(97.3)	Short Term Creditors	(80.8)	(80.8)	
(3.1)	(3.1)	Long Term Liabilities	(5.9)	(5.9)	
(100.4)	(100.4)	Total financial liabilities	(86.7)	(86.7)	

The fair value of long term debtors in relation to investment properties (comprising finance lease debtors) have been assessed based on the investment property fair values categorised within Level 2 of the fair value hierarchy (see accounting policy 1.21). Other long term debtors consist mainly of a loan to and finance lease debtor with the Museum of London. As there is no active market for these items, the fair value is assumed to be the same as the carrying value categorised within level 3 of the fair value hierarchy.

# 19. Nature and Extent of Risks arising from Financial Instruments

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

- Credit risk the possibility that other parties might fail to pay amounts due to City Fund
- Liquidity risk the possibility that the City Fund might not have enough funds available to meet its commitments to make payments
- Market risk the possibility that financial loss might arise as a result of changes in factors that affect the overall performance of the financial markets such as interest rates, stock market movements and foreign exchange rates.

The City Corporation has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and sets treasury management indicators to control key financial instrument risks in accordance with CIPFA's Prudential Code. The City Fund's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by a central treasury team, under policies approved by the Court of Common Council in the annual treasury management strategy statement.

The emergence of COVID-19 in the first quarter of 2020 and the public health measures taken in United Kingdom to mitigate the spread of the virus have not significantly increased the City Fund's exposure to credit or liquidity risks arising from financial instruments.

#### **Credit Risk**

Credit risk arises from deposits with banks, other financial institutions and other local authorities, as well as credit exposures to the City Fund's customers. Deposits are only made with banks with a minimum Fitch (a leading credit rating agency) "rating" of Long term A and Short term F1 or are building societies with assets over £9bn (or which have a minimum credit rating similar to that set for the banks). The City Fund also invests in money market funds, which are subject to a minimum credit rating of AAAmmf (Fitch) or equivalent. The City Fund also

holds investments in in two Short Dated Bond Funds. These financial instruments typically do not obtain their own standalone credit rating. Instead, the funds will invest in a wide array of investment grade instruments, which the City Corporation actively monitors in terms of the fund's composition and credit quality of its underlying assets.

The creditworthiness of the counterparties on the City Fund's lending list is carefully monitored. The lending list is reviewed on a regular basis using advice from credit rating agencies and in-house judgements based partially on credit default swap rates. Security of the investments is the prime criteria when selecting investments with liquidity and yield being secondary and tertiary considerations. The lending limits attributable to HSBC, Barclays, Goldman Sachs International Bank, NatWest and Santander UK were maintained at maximum lending limits of £100m each during 2019-20, and Lloyds Bank was fixed at £150m (Lloyds being the City of London Corporation's banker). The lending limit for the Nationwide Building Society was maintained at £120m. The maximum duration for such loans is fixed at three years. The lending limits for the Yorkshire, Coventry, Skipton and Leeds Building Societies were maintained at £20m each and the duration for such loans is fixed at 1 year. The list also contains three foreign banks with individual limits of £25m, being National Australia Bank, Australia and New Zealand Banking Group and Svenska Handelsbanken. The lending list also includes five highly rated money market funds (Aberdeen Sterling Liquidity Fund, CCLA Public Sector Deposit Fund, Deutsche Managed Sterling Fund, Federated Short-Term Sterling Prime Fund, and Invesco Sterling Liquidity Portfolio); three highly rated Ultra-Short Dated Bond Funds (Federated Sterling Cash Plus Fund, Aberdeen Standard Investments Short Duration Managed Liquidity Fund and Payden Sterling Reserve Fund); and two Short Dated Bond Funds (Legal & General Short Dated Sterling Corporate Bond Index Fund and Royal London Investment Grade Short Dated Credit Fund). The City Corporation also lends to other UK local authorities with a limit of £25m to any individual authority.

The City Fund's maximum exposure to credit risk in relation to its investments in banks, building societies, local authorities and money market funds cannot be assessed generally, as the risk of any institution failing to make interest payments or failing to repay the principal amount borrowed would be specific to each

individual institution. No credit limits were exceeded during the reporting period and the City Fund does not expect any losses from non-performance by any counterparty in relation to outstanding deposits. As at 31 March 2020 the City Fund had £888.7m in cash, cash equivalents and investments.

The City Fund does not generally allow credit for customers. Therefore, the potential maximum exposure to credit risk is with customers for which prudent provision for bad debts and expected credit losses has been included within the accounts based on the length of time past the due date and progress on recovery action.

31/03/2020	<3 months	3-6	6-12 months	>1 year	Total
		months			
Expected loss rate excluding HRA*	13%	23%	33%	73%	-
Expected loss rate	12%	22%	22%	18%	-
Gross carrying amount (£m)	16.9	2.1	0.9	4.9	24.8
Loss provision (£m)	2.1	0.4	0.2	0.9	3.6

\*Debt in the region of £4.3m relates to an outstanding legal case with leaseholders of HRA property regarding recovery of major capital works costs. A loss provision has not been made for this debt as the outcome of the case is currently not known.

The City Fund, along with other Funds of the Corporation, share a common Corporation cashbook and at any time cash balances will be put out to investments in bank notice accounts, money market funds or deposit accounts. Each fund has a share of the invested balances in proportion to this relative holding in the Corporation cashbook. There is little exposure to credit risk arising from these investments.

#### **Liquidity risk**

The authority has ready access to borrowings from the money markets to cover any day to day cash flow need, and the Public Works Loans Board, for access to longer term funds. The authority 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. There is no significant risk that it

will be unable to raise finance to meet its commitments under financial instruments. At present, the City Fund has no borrowing exposure.

#### Market risk

#### Interest rate risk

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

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

Changes in interest receivable on variable rate investments are posted to the Surplus or Deficit on the Provision of Services and affect the General Fund Balance. Movements in fair value of fixed rate investments that have a quoted market price will be reflected in the Other Comprehensive Income and Expenditure Statement. The Treasury Management Team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to update the budget, quarterly during the year. According to this assessment strategy, if interest rates had been 1% higher with all other variables held constant, the financial effect at 31 March on investments with variable rates would be

2018-19		2019-20
£m		£m
	Increase in interest receivable on investments held at variable rates	
3.4	City Fund	3.9
0.0	HRA	0.0
3.4	Total	3.9

The impact of a 1% fall in interest rates would be as above but with the movements being reversed. All of the City Fund's financial investments are due to mature within twelve months as at 31 March 2020 and therefore the impact of a 1% movement in interest rates on the fair value of fixed rate investment assets would not be material.

#### Price risk

The City of London Corporation has no material investments in equity shares attributable to the City Fund.

#### Foreign exchange risk

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

# 20. Debtors and Payments in Advance falling due within a year

31 March 2019		31 March 2020
£m		£m
44.7	Central Government Bodies	50.5
9.5	Greater London Authority	4.3
56.4	London NNDR Pool	36.2
	All Other Bodies	
10.6	Rents	16.3
26.2	Sundry	9.6
18.4	Trade Debtors	27.7
13.9	City Fund's Share of National Business Rates Arrears	12.9
12.2	Other	11.4
(7.9)	Less: Impairment allowances for expected credit losses and doubtful debts	(10.5)
184.0	Total	158.4

The adjacent table provides a breakdown of the short term debtor balance including the allowance made for expecting credit losses and bad debts. The majority of the amounts due to the City Corporation relate to transactions with other public bodies where grant and reimbursements are due to fund its activities and NNDR arrears. The remaining amounts relate to outstanding rental income, fees and charges and Penalty Charge Notice income.

# 21. Creditors and Receipt in Advance

The increase in the amounts due to Central Government amounts relates to the London Business Rate Pool pilot, this has seen Central Government's share of business rate income increase from 0% in 2018-19 to 25% in 2019-20. This change has also reduced the City Corporations share of these balances from 64% to 48%, reducing the value of creditors it holds for business rates.

#### 22. Provisions

With the introduction of the Business Rates Retention Scheme from 1 April 2013, Local Authorities are liable for successful appeals against business rates in their proportionate share. The Business Rate Pool Pilot, which has moved from a 100% to a 75% scheme, has reduced the City Funds share of the appeal provision from 64% to 48%. A provision is recognised for the best estimate of the City Fund's liability at the year-end for appeals. The estimate has been calculated using the Valuation Office Agency (VOA) ratings list of appeals outstanding as at 31 March 2020 and an analysis of successful appeals and trends in 2019-20.

31 March 2019		31 March 2020
£m		£m
(5.9)	Central Government Bodies	(59.5)
(100.4)	Greater London Authority and Transport for London	(87.0)
(58.0)	London Business Rates Pool	(30.3)
(71.5)	City Fund's share of national business rates creditors and receipts in advance	(62.7)
(10.1)	Deposits	(11.6)
(83.1)	Sundry	(93.5)
(34.1)	Receipts in advance	(37.4)
(363.1)		(382.0)

	National Business Rates	City Fund Premium on Business Rates	Total
	£m	£m	
Balance at 1 April 2019	(71.7)	(1.0)	(72.7)
Appeals settled in 2019-20	32.9	0.9	33.8
Provisions made in 2019-20	(9.2)	(1.1)	(10.3)
Balance at 31 March 2020	(48.0)	(1.2)	(49.2)

#### 23. Pension Schemes

As part of the terms and conditions of employment of its employees, the City Fund makes contributions towards the cost of post-employment benefits. Employees are members of the following pension schemes:

- The City of London Corporation Pension Scheme
- The Police Pension Schemes (1987, 2006 and 2015)
- The Judges' Pension Scheme
- The Teachers' Pension Scheme.

These schemes provide defined benefits to members (retirement lump sums and pensions), earned as employees working for the City Corporation. Notes 24 to 26 provide further information on each of the above schemes.

#### City of London Pension Scheme

The City Corporation Pension Scheme (the "Scheme") is operated under the regulatory framework for the Local Government Pension Scheme (LGPS) with policy determined in accordance with Pension Fund Regulations. It is a funded defined benefit scheme, meaning that the employers and employees pay contributions into a fund calculated at a level intended to balance the pension liabilities with investment assets. Prior to 1 April 2014, LGPS pension benefits were based on final pensionable pay and length of pensionable service. From 1 April 2014, the scheme became a career average scheme.

The City Corporation administers the Scheme on behalf of its participating employers. The City Corporation's Establishment Committee is responsible for personnel and administration matters, whilst its Financial Investment Board is responsible for appointing fund managers and monitoring performance.

The principal risks to the authority of the scheme are the mortality rate assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large scale withdrawals from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme.

As an employer participating in the Scheme the City Corporation's estimated share of the net deficit is the responsibility of the City Corporation as a whole. The Corporation and its three funds have a policy in place to share the net defined benefit cost of the pension fund across the three funds. As such the City Fund recognises the net defined benefit cost along with a share of scheme assets and scheme liabilities. The total net defined benefit cost is apportioned across the Corporation's three funds based on the proportion of pensionable payroll of each fund.

Disclosures in relation to City Corporation and the City Fund's share of the overall scheme which satisfy the requirements of a defined benefit pension scheme are set out in this note. This information is not used to determine the employer's pension contribution rate. This is calculated at the triennial valuation and updated by any subsequent interim valuations. The most recent triennial valuation was as at 31 March 2019 and found that the Pension Fund's funding position had improved to 90% (from 84% as at 31 March 2016). The valuation informed consideration of the level of employer's pension contribution to be charged from 1 April 2020 to 31 March 2023, which remain unchanged from 2019/20 at 21.0% per annum for the upcoming three year period.

# Assets and Liabilities in Relation to Retirement Benefits

a. Reconciliation of present value of the scheme liabilities

CITY OF LONDON CORPORATION	CITY FUND SHARE 51%		CITY OF LONDON CORPORATION	CITY FUND SHARE 51%
31 March 2019	31 March 2019		31 March 2020	31 March 2020
£m	£m		£m	£m
(1,493.3)	(761.5)	1 April	(1,590.3)	(811.0)
(44.5)	(22.7)	Current Service Cost	(51.8)	(26.4)
(37.7)	(19.2)	Interest Cost	(37.8)	(19.3)
		Remeasurement gains/losses:		
41.8	21.3	Actuarial Gains/losses arising from demographic assumptions	11.6	5.9
(72.4)	(36.9)	Actuarial gains/losses arising from changes in financial assumptions	149.0	76.0
0.0	0.0	Other Actuarial Gains/Losses	(81.1)	(41.5)
0.0	0.0	Change in proportion allocated to City Fund	0.0	0.0
(12.5)	(6.4)	Past Service Cost, including curtailments	(1.1)	(0.6)
0.0	0.0	Liabilities extinguished on settlements	2.5	1.3
38.0	19.4	Benefits paid	36.9	18.8
(10.2)	(5.2)	Contributions from scheme participants	(10.7)	(5.5)
0.5	0.2	Unfunded Pension Payments	0.5	0.2
(1,590.3)	(811.0)	31 March	(1,572.4)	(802.0)

Liabilities are discounted to their value at current prices, using a discount rate of 2.35% (based on the annualised Merrill Lynch AA rated corporate bond yield curve where the spot curve is assumed to be flat beyond the 30 year point).

#### b. Reconciliation of fair value of the scheme assets

CITY OF LONDON CORPORATION	CITY FUND SHARE 51%		CITY OF LONDON CORPORATION	CITY FUND SHARE 51%
31 March 2019	31 March 2019		31 March 2020	31 March 2020
£m	£m		£m	£m
900.7	459.3	1 April	969.4	494.3
23.0	11.7	Interest on Assets	23.3	11.9
		Remeasurement gains/losses:		
45.4	23.1	Return on Assets less interest	(57.3)	(29.2)
0.0	0.0	Other actuarial gains/losses	(0.4)	(0.1)
0.0	0.0	Change in proportion allocated to City Fund	0.0	0.0
(1.0)	(0.5)	Administration expenses	(0.9)	(0.5)
29.6	15.1	Contributions by Employer	30.9	15.8
10.2	5.2	Contributions by Scheme Participants	10.7	5.5
(38.5)	(19.6)	Benefits Paid	(37.3)	(19.0)
0.0	0.0	Settlement Prices Received/(Paid)	(1.5)	(0.8)
969.4	494.3	31 March	936.9	477.8

Scheme assets consist of the following categories, by proportion of the total assets held:

31 March 2019		31 March 2020
%		%
67	Equity Investments	59
1	Cash	2
6	Infrastructure	12
26	Absolute return portfolio	26
100		100

The analysis of investments held and valuations are included in the accompanying Pension Fund accounts.

#### c. Overall net deficit

CITY OF LONDON CORPORATION 31 March 2019	CITY FUND SHARE 51% 31 March		CITY OF LONDON CORPORATION 31 March 2020	CITY FUND SHARE 51% 31 March
31 Waren 2013	2019		31 Warth 2020	2020
£m	£m		£m	£m
(592.6)	(302.2)	1 April	(620.9)	(316.7)
(97.0)	(49.5)	change in liabilities	17.8	9.1
68.7	35.0	change in assets	(32.5)	(16.5)
(620.9)	(316.7)	31 March	(635.6)	(324.2)

#### Basis for Estimating Assets and Liabilities

The liabilities have been valued by the City of London's independent consulting actuaries (Barnett Waddingham LLP) using the projected unit method, based upon the latest full valuation of the scheme as at 31 March 2019 and updated to the balance sheet date. The main assumptions used in the calculations are as follows:

2018-19		2019-20
	Mortality assumptions:	
	Life expectancy in years from age 65	
	Retiring today	
23.2	Men	21.8
24.6	Women	24.4
	Retiring in 20 years	
24.5	Men	23.2
26.1	Women	25.8
3.4%	Rate of Inflation - RPI	2.7%
2.4%	Rate of Inflation - CPI	1.9%
3.90%	Salary Increases	2.90%
2.40%	Pension Increases	1.90%
2.40%	Discount Rate	2.35%
50.0%	Take-up of option to convert annual pension into retirement lump sum	50.0%

#### Impact on defined benefit obligation from changes to actuarial assumptions

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out above. The following table, prepared on an actuarial projected unit basis, shows the impact on the defined benefit obligation from changes to various actuarial assumptions. The sensitivity analyses have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated.

Change in assumptions at 31 March 2020					
		LONDON RATION	CITY FUND		
	Increase	Decrease	Increase	Decrease	
	£m	£m	£m	£m	
0.1% change in rate for discounting scheme liabilities	(31.4)	32.0	(16.0)	16.3	
0.1% change in rate of increase in salaries	2.8	(2.8)	1.4	(1.4)	
0.1% change in rate of increase in pensions	29.3	(28.7)	15.0	(14.7)	
One year change in rate of mortality assumption	63.9	(61.2)	32.6	(31.2)	

#### Impact on the City Fund's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Corporation has agreed a deficit recovery period of 20 years from 2015-16 with the scheme's actuary. Funding levels are monitored on an annual basis.

The liabilities show the estimated underlying commitments that the City Fund has in the long run to pay post-employment (retirement) benefits. The net liability of £324.2m has a substantial impact on the net worth of the City Fund as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the City Fund remains sound. The deficit will be made good by increased contributions over the remaining working life of employees, as assessed by the scheme actuary.

The total employer contributions expected to be made to the scheme for the City of London Corporation across all its funds in the year to 31 March 2020 are £30.5m (estimated City Fund Share £15.6m).

The scheme actuary has estimated that the weighted average duration of the defined benefit obligation for scheme members is 21 years.

#### 24. The Police Pension Scheme

There are three Police Pension Schemes - the 1987 Scheme, the 2006 Scheme and the 2015 Scheme. Except where otherwise stated, the "Police Pension Scheme" is used generically to cover all the schemes. The Police Pension Scheme is defined benefit and unfunded. It is administered by the City of London in accordance with Home Office regulations and is not a multi-employer scheme.

The Scheme is funded on a pay as you go basis, with the employer contributing a percentage of police pay into the Pension Fund and the Home Office meeting the balance. At the year end the Police Pension Fund Account is balanced to nil by either receiving a contribution from the City Fund equal to the amount by which the amounts payable from the Pension Fund for the year exceed the amounts receivable or, by paying to the City Fund the amount by which sums receivable by the Fund for the year exceed the amounts payable.

Where the City Fund makes a transfer into the Pension Fund, the Home Office will pay an equivalent top-up grant to the City Fund. Where the City Fund receives a transfer from the Pension Fund, the City Fund must pay the amount to the Home Office. The Police Pension Scheme 2015 came into effect from 1 April 2015 and any benefits accrued from that date will be based on career average revalued salaries, with exceptions for those members that have transitional protection in their existing scheme. These transitional protections are under legal challenge. A contingent liability has been recognised due to the ongoing case.

The last full valuation of the Police Pension Scheme was at 31 March 2016 by the Government Actuary's Department and set contributions for the period 1 April 2019 to 31 March 2023.

#### Liabilities in Relation to Retirement Benefits

As the scheme is unfunded, it has no assets.

#### Reconciliation of present value of the scheme liabilities

31 March 2019		31 March 2020
£m		£m
(955.8)	1 April	(998.1)
(16.1)	Current Service Cost	(18.6)
(24.0)	Interest Cost	(23.5)
	Remeasurement gains/losses:	
24.8	Actuarial Gains/losses arising from	(6.7)
	demographic assumptions	
(45.7)	Actuarial gains/losses arising from changes	83.0
	in financial assumptions	
	Other Actuarial Gains/Losses	
34.4	Benefits paid	35.9
(12.2)	Past Service Costs	0.0
(4.1)	Contributions from scheme participants	(4.3)
0.6	Injury Benefits Paid	0.6
(998.1)	31 March	(931.7)

#### Impact on defined benefit obligation from changes to actuarial assumptions

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out above. The following table, prepared on an actuarial projected unit basis, shows the impact on the City Fund's defined benefit obligation from changes to various actuarial assumptions. The sensitivity analyses have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated.

#### Basis for Estimating Liabilities

The liabilities have been valued by the City of London's independent consulting actuaries (Barnett Waddingham LLP) using the projected unit method, based upon the last full valuation of the scheme updated to the balance sheet date. The main assumptions used in the calculations are as follows

2018-19	Mortality assumptions:	2019-20
	Life expectancy in years from age 65	
	Retiring today	
21.1	Men	21.4
23.5	Women	23.5
	Retiring in 20 years	
22.5	Men	22.8
25.0	Women	25.0
3.40%	Rate of Inflation - RPI	2.70%
2.40%	Rate of Inflation - CPI	1.90%
3.90%	Salary Increases	3.40%
2.40%	Pension Increases	1.90%
2.40%	Discount Rate	2.35%

#### Impact on defined benefit obligation from changes to actuarial assumptions

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out above. The following table, prepared on an actuarial projected unit basis, shows the impact on the City Fund's defined benefit obligation from changes to various actuarial assumptions. The sensitivity analyses have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated.

#### Change in Assumptions at 31 March 2020

Impact on the Defined Benefit Obligation in the Scheme				
	Increase	Decrease		
	£m	£m		
0.1% change in rate for discounting scheme liabilities	(17.7)	18.1		
0.1% change in rate of increase in salaries	1.8	(1.8)		
0.1% change in rate of increase in pensions	16.4	(16.1)		
One year change in rate of mortality assumption	38.9	(37.3)		

#### Impact on the City Fund's Cash Flows

The liabilities show the estimated underlying commitments that the City Fund has in the long run to pay post-employment (retirement) benefits. The net liability of £931.7m has a substantial impact on the net worth of the City Fund as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the City Fund remains sound. Future contributions are expected to be met by an annually assessed grant from the Home Office.

The total employer contributions for the combined position of the Police Pension Schemes 1987, 2006 and 2015 for the year to 31 March 2020 are expected to be £9.9m and the expected top up grant from the Government is £21.5m.

The scheme actuary has estimated that the weighted average combined duration of the defined benefit obligation for the schemes is 19 years.

# 25. Judges' Pension Scheme

The Judges Pension Scheme is defined benefit and unfunded. The scheme is subject to the provisions of the Judicial Pensions and Retirement Act 1993. The Treasury is responsible for payment of Judges' pensions and the City of London reimburses them in accordance with regulations made under the Act.

#### *Liabilities in Relation to Retirement Benefits*

As the scheme is unfunded, it has no assets.

#### Reconciliation of present value of the scheme liabilities

31 March 2019		31 March 2020
£m		£m
(2.6)	1 April	(2.9)
(0.2)	Current Service Cost	(0.2)
(0.1)	Interest Cost	(0.1)
	Remeasurement gains/losses:	
0.1	Actuarials Gains/losses arising from demographic assumptions	0.1
(0.2)	Actuarials gains/losses arising from changes in financial assumptions	0.3
0.1	Benefits paid	0.1
(2.9)	31 March	(2.7)

#### **Basis for Estimating Liabilities**

The liabilities have been valued by the City of London's independent consulting actuaries (Barnett Waddingham LLP) using the projected unit method, based upon the last full valuation of the scheme updated to the balance sheet date. The main assumptions used in the calculations are as follows:

2018-19	Mortality assumptions:	2019-20
	Life expectancy in years from age 65	
	Retiring today	
23.2	Men	21.8
24.6	Women	24.4
	Retiring in 20 years	
24.5	Men	23.3
26.1	Women	25.8
3.50%	Rate of Inflation - RPI	2.85%
2.50%	Rate of Inflation - CPI	1.95%
4.00%	Salary Increases	3.45%
2.50%	Pension Increases	1.95%
2.30%	Discount Rate	2.30%

#### Impact on defined benefit obligation from changes to actuarial assumptions

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out on the previous page. The following table, prepared on an actuarial projected unit basis, shows the impact on the City Fund's defined benefit obligation from changes to various actuarial assumptions. The sensitivity analyses have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated.

#### Change in Assumptions at 31 March 2020

Impact on the Defined Benefit Obligation in the Scheme					
	Increase	Decrease			
	£m	£m			
0.1% change in rate for discounting scheme liabilities	(0.03)	0.04			
0.1% change in rate of increase in salaries	0.00	(0.00)			
0.1% change in rate of increase in pensions	0.03	(0.03)			
One year change in rate of mortality assumption	0.12	(0.11)			

#### Impact on the City Fund's Cash Flows

The liabilities show the estimated underlying commitments that the City Fund has in the long run to pay post-employment (retirement) benefits. The net liability of £2.7m has an impact on the net worth of the City Fund as recorded in the Balance Sheet. However, the City Fund has set aside funds in an earmarked reserve to assist with meeting its share of liabilities.

The scheme actuary has estimated that the weighted average combined duration of the defined benefit obligation for the scheme is 13 years.

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# 26. Transactions Relating to Post-employment Benefits within the Financial Statements

The Teachers' Pension Scheme is accounted for as if it is a defined contribution scheme and no liability for future payments of benefits is recognised in the Balance Sheet. The Children's and Education Services line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to Teachers' Pension Scheme in the year.

Retirement benefits from schemes accounted for on a defined benefit basis (City of London, Police and Judges) are recognised in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge against council tax is based on cash payable in the year, so the real cost of retirement benefits is reversed out of the City Fund and Housing Revenue Account via the Movement in Reserves Statement.

The cumulative amount of actuarial gains and losses recognised in Other Comprehensive Income and Expenditure in the actuarial gains or losses on pensions assets and liabilities line was at 31 March 2020 a gain of £90.4m and at 31 March 2019 was a loss of £13.4m. The amount included in the Balance Sheet arising from the City Fund's estimated obligation in respect of the defined benefit plans is as follows:

31 March 2019		31 March 2020
£m		£m
	Present Value of the defined benefit obligation	
(808.4)	City of London Pension Scheme - City Fund	(799.7)
(986.5)	Police Pension Schemes	(921.1)
(2.9)	Judges Pension Scheme	(2.7)
	Fair Value of plan assets	
494.4	City of London Pension Scheme - City Fund	477.8
	Present value of unfunded obligation	
(2.7)	City of London Pension Scheme - City Fund	(2.3)
(11.6)	Police Pension Schemes	(10.6)
(1,317.7)	Net liability on balance sheet	(1,258.6)

There are no outstanding or pre-paid employee contributions at the balance sheet date.

The table summarises the entries in the financial statements for the City of London, Police and Judges Schemes:

	201	.8-19					2019-20	
Police	Judges	City of London City Fund	Total		Police	Judges	City of London City Fund	Total
£m	£m	£m	£m		£m	£m	£m	£m
				Comprehensive Income & Expenditure Statement (CIES)				
				Cost of Services:				
16.1	0.2	22.7	39.0	Current service cost	18.6	0.2	26.4	45.2
12.2	0.0	6.4	18.6	Past service costs	0.0	0.0	0.6	0.6
0.0	0.0	0.0	0.0	(gain)/loss from settlements	0.0	0.0	(0.5)	(0.5)
				Other Operating Income				
0.0	0.0	0.5	0.5	Administration expenses	0.0	0.0	0.5	0.5
				Financing & Investment Income & Expenditure				
0.0	0.0	0.0	0.0	Current service cost	0.0	0.0	0.0	0.0
24.0	0.1	7.5	31.6	Interest cost	23.5	0.1	7.3	30.9
52.3	0.3	37.1	89.7	Total Retirement Benefit Charged to the Surplus or Deficit on the Provision of Services	42.1	0.3	34.3	76.7
				Other Comprehensive Income & Expenditure				
				Remeasurement of the net defined benefit liability:				
0.0	0.0	(23.1)	(23.1)	Return on plan assets	0.0	0.0	29.2	29.2
(24.8)	(0.1)	(21.4)	(46.3)	Actuarial (gains) & losses - changes in demographic assumptions	6.7	(0.1)	(5.9)	0.7
45.7	0.2	36.9	82.8	Actuarial (gains) & losses - changes in financial assumptions	(83.0)	(0.3)	(76.0)	(159.3)
0.0	0.0	0.0	0.0	Actuarial (gains) & losses - Other	41.5	0.0	0.1	41.6
20.9	0.1	(7.6)	13.4	Total Other Comprehensive Income & Expenditure	(34.8)	(0.4)	(52.6)	(87.8)
73.2	0.4	29.5	103.1	Total Retirement Benefit Charged/(Credited) to the CIES	7.3	(0.1)	(18.3)	(11.1)
				Movement in Reserves Statement				
(73.2)	(0.4)	(29.5)	(103.1)	Reversal of net charges/credits for retirement benefits in accordance with the Code	(7.3)	0.1	18.3	11.1
30.9	0.1	15.1	46.1	Actual amount charged against the City Fund and HRA Balances	32.2	0.1	15.8	48.0

#### 27. Grants and Contributions Received in Advance

A number of grants and contributions have yet to be recognised as income as they have conditions attached to them which if they are not met will require the monies to be returned to the provider. The balances at the year-end total £108.6m from \$106/\$278 Capital Contributions.

#### 28. Rents Received in Advance

Premiums received at the commencement of operating leases for investment properties are effectively rents received in advance and are released to revenue on a straight line basis over the lease term. This totals £196.5m.

# 29. Other Long-term Liabilities

At the 31 March 2020 the City Fund has long term liabilities of £52.0m which consists of £46m of outstanding London NNDR Pool SIP payment due to be released over the life span of agree projects and £5.6m (2018-19: £3.1m) of financial lease liabilities.

# 30. Leases Finance Leases

#### City Fund as Lessee

Nine property agreements have been classified as finance leases – five relating to operational properties and four in respect of investment properties. In addition, as part of the City of London contract for its cleansing services, the vehicles owned by the contractor, but which are used exclusively on the City of London contract have been classified as finance leases.

The assets acquired under these leases are carried as Property, Plant and Equipment and Investment Properties in the City Fund's Balance Sheet at the following net amounts:

31 March 2019		31 March 2020
£m		£m
	Property, Plant and Equipment	
18.2	Other Land and Buildings	16.3
0.1	Vehicles, Plant and Equipment	2.8
46.7	Investment Properties	48.4
65.0		67.5

The rental payments for most of the property leases are immaterial, the highest being £600 per annum. Consequently, no liabilities are recognised in the balance sheet for these leases and the rental payments are met in full from revenue over the terms of the leases rather than being apportioned between finance charges (interest) and reductions in the outstanding liabilities.

For two investment property leases and the vehicles the City Fund will make payments over the term of the leases to meet the costs of the long term liabilities and the finance costs payable.

The leases are carried under other long term liabilities on the balance sheet:

31 March 2019		31 March 2020	
£m		£m	
3.2	Investment Property	3.2	
0.1	Cleansing Vehicles	2.8	
3.3	Long Term Liabilities	6.0	

The minimum lease payments in relation to the investment property are:

Total Future Minimum Lease Payments	Present Value of Future Lease Payments		Total Future Minimum Lease Payments	Present Value of Future Lease Payments
31 March 2019	31 March 2019		31 March 2020	31 March 2020
£m	£m		£m	£m
0.1	0.1	Not later than one year	0.5	0.4
0.5	0.0	Later than one year and not later than five years	1.8	1.4
13.3	3.2	Later than five years	14.2	4.2
13.9	3.3		16.5	6.0

There are no commitments in respect of finance leases entered into before the year end but whose term has yet to commence.

#### City Fund as Lessor

The gross investment is made up of the following amounts:

31 March 2019		31 March 2020
£m		£m
	Finance lease debtor (net present value of minimum lease payments)	
0.7	current	0.3
12.4	non-current	12.1
30.5	Unearned finance income	30.0
0.0	Unguaranteed residual value of property	0.0
43.6	Gross investment in the lease	42.4

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

Gross Investment in Lease	Net Present Value of Minimum Lease Payments		Gross Investment in Lease	Net Present Value of Minimum Lease Payments
31 March 2019	31 March 2019		31 March 2020	31 March 2020
£m	£m		£m	£m
1.1	0.7	Not later than one year	0.7	0.3
2.6	1.2	Later than one year and not later than five years	2.5	1.1
39.9	11.2	Later than five years	39.4	11.0
43.6	13.1		42.6	12.4

The City Fund has a gross investment in finance leases relating to the minimum lease payments expected to be received over the remaining terms. There is no residual value anticipated for the properties when the leases come to an end. The minimum lease payments comprise settlement of the long-term debtor for the interest in the properties acquired by the lessees and finance income that will be earned by the City Fund in future years whilst the debt remains outstanding.

The minimum lease payments receivable are not contingent on events taking place after the lease was entered into, such as adjustments following rent reviews. Income from investment properties is set out in note 17.

#### **Operating Leases**

#### City Fund as Lessee

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

31 March 2019		31 March 2020
£m		£m
2.4	Not later than one year	2.4
4.7	Later than one year and not later than five years	9.7
9.0	Later than five years	8.7
16.1		20.8

#### City Fund as Lessor

The City of London has granted leases in respect of a number of City Fund properties, principally Investment Properties, which are treated as operating leases. The future minimum lease payments receivable under non-cancellable leases in future years are:

31 March 2019		31 March 2020
£m		£m
53	Not later than one year	53
197	Later than one year and not later than five years	191
2,921	Later than five years	2,890
3,171		3,134

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.

### 31. Unusable Reserves

31 March 2019		Note	31 March 2020
£m			£m
(342.4)	Revaluation Reserve	Α	(348.4)
(2,145.7)	Capital Adjustment Account	В	(2,176.1)
1317.7	Pensions Reserve	С	1,258.6
(31.4)	Collection Fund Adjustment Account	D	(28.0)
4.0	Accumulated Absences Account	Е	4.2
(13.1)	Deferred Capital Receipts Reserve	F	(12.5)
0.2	Financial Instrument Revaluation Reserve	G	0.2
0.2	Financial Instrument Adjustment Account	Н	0.2
0.0	Pooled Investment Reserve	ı	4.1
(1,210.5)	Total Unusable Reserves		(1,297.7)

#### A. Revaluation Reserve

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

- revalued downwards or impaired and the gains are lost
- used in the provision of services and the gains are consumed through depreciation, or
- disposed of and the gains are realised.

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

2018-19		201	9-20
£m		£m	£m
(325.4)	Balance at 1 April		(342.4)
(47.4)	Upward revaluation of assets	(33.6)	
20.0	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	11.2	
(27.4 <b>)</b>	Surplus on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services		(22.4)
5.0	Difference between fair value depreciation and historical cost depreciation	5.3	
1.3	Assets reclassified as investments	1.4	
4.1	Accumulated gains on assets sold or scrapped	9.7	
10.4	Amount written off to the Capital Adjustment Account		16.4
(342.4)	Balance at 31 March		(348.4)

#### B. Capital Adjustment Account

The Capital Adjustment Account includes entries for the financing of capital expenditure and other capital transactions. The account contains the amount of capital expenditure financed from revenue, capital receipts and other sources. It is reduced by the amounts provided for depreciation and for the write-down of revenue expenditure funded from capital under statute and adjustments for disposals of long-term assets. The account contains accumulated gains and losses on Investment Properties. It 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.

2018-19	20	19-20	
£m		£m	£m
(2,076.0)	Balance at 1 April		(2,145.7)
	Reversal of items relating to capital expenditure debited or credited to the CIES:		
35.7	Charges for depreciation, impairment and revaluation losses of non-current assets	30.3	
(0.7)	Revaluation gains on Property, Plant and Equipment	(1.6)	
0.3	Amortisation of intangible assets	0.2	
10.9	Revenue expenditure funded from capital under statute	13.2	
6.5	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	27.8	
52.7	Total reversal of items relating to capital expenditure debited or credited to the CIES:		69.9
(10.5)	Adjusting amounts written out of the Revaluation Reserve	(16.4)	
42.2	Net written out amount of the cost of non-current assets consumed in the year		53.5
	Capital financing applied in the year:		
(14.6)	Use of the Capital Receipts Reserve to finance new capital expenditure	(18.4)	
(5.8)	Use of the Major Repairs Reserve to finance new capital expenditure	(3.0)	
(15.1)	Capital grants, contributions & donations credited to the CIES that have been applied to capital financing	(15.5)	
(0.7)	Application of grants to capital financing from the Capital Grants Unapplied Account	(1.5)	
(1.0)	Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	(1.0)	
(41.8)	Capital expenditure charged against the City Fund & HRA balances	(14.3)	
(79.0)	Total Capital financing applied in the year:		(53.7)
(32.9)	Movements in the market value of Investment Properties debited or credited to the CIES		(30.4)
0.0	Museum of London loan principle		0.2
(2,145.7)	Balance at 31 March		(2,176.1)

#### C. Pension Reserve

2018-19		2019-20
£m		£m
1,260.7	Balance at 1 April	1,317.7
13.4	Remeasurements of the net defined benefit liability	(87.8)
89.8	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	76.7
(46.1)	Employer's pension contributions less direct payments to pensioners payable in the year	(48.0)
1,317.7	Balance at 31 March	1,258.6

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. Post-employment benefits in the Comprehensive Income and Expenditure Statement are recognised 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 employer's contributions are paid to pension funds. The debit balance on the Pensions Reserve therefore shows a substantial shortfall between the benefits earned by past and current employees and the resources set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid. The negative pension reserve matches the estimated liabilities on the City of London (City Fund share), Police and Judges' Pension Schemes as determined by independent actuaries using the projected unit method and in accordance with IAS19 (see notes 23 to 26).

#### D. Collection Fund Adjustment Account

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

#### G. Financial Instrument Revaluation Reserve

The Financial Instruments Revaluation Reserve contains the gains made by the authority arising from increases in the value of its investments that are measured at fair value through other comprehensive income.

#### E. Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the City Fund unallocated reserve 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 City Fund unallocated reserve is neutralised by transfers to or from the Account.

#### H. Financial Instrument Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions.

#### F. 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, these gains are not treated 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.

#### I. Pooled Investment Reserve

The Pooled Investment Reserve accounts for the fair value movements in Pooled Investments, which are required to be held in a ring-fence reserve until these movement are realised.



# 32. Cash Flow Statement – Operating Activities

The cash flows for operating activities include the following item:

2018-19		2019-20
£m		£m
(35.3)	Depreciation, impairments and impairment reversal	(28.8)
0.0	Amortisation	0.0
(139.3)	Increase in creditors	9.0
73.2	Increase in debtors	(19.7)
(0.1)	Increase in inventories	0.1
(43.6)	Movement in pension liability	(28.7)
(6.4)	Carrying amount of non-current assets sold	(27.8)
32.9	Movement in investment property values	30.4
1.0	Deferred credits	(29.8)
(14.7)	(Increase)/Decrease in contributions to provisions	23.5
(0.2)	Other non-cash items charged to the net surplus or deficit on the provision of services	0.0
(132.5)		(71.8)

The surplus/deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

2018-19		2019-20
£m		£m
(8.5)	Interest received	(10.0)

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

2018-19		2019-20
£m		£m
10.3	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	70.3
22.7	Capital grants credited to the net surplus or deficit on the provision of services	22.1
33.0		92.4

# 33. Cash Flow Statement – Investing Activities

2018-19		2019-20
£m		£m
66.9	Purchase of property, plant and equipment, investment property and intangible assets	38.5
2.2	Movement in short-term and long-term investments	127.6
0.7	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(84.3)
(36.3)	Capital grants received	(7.2)
0.4	Other receipts from investing activities	0.0
33.9	Net cash outflows/(inflows) from investing activities	74.6

# 34. Cash Flow Statement – Financing Activities

2018-19		2019-20
£m		£m
116.0	Billing Authorities - Council Tax and NNDR Adjustments	(45.4)
0.9	Income from finance lease	0.3
116.9	Net cash inflows from financing activities	(45.1)



## **35. Related Party Transactions**

The City Fund is required to disclose information on material "related party transactions" with bodies or individuals that have the potential to control or influence the authority or be controlled or influenced by the authority.

#### Disclosure

Members are required to disclose their interests, and these can be viewed online at <a href="http://democracy.cityoflondon.gov.uk/mgMemberIndex.aspx?bcr=1">http://democracy.cityoflondon.gov.uk/mgMemberIndex.aspx?bcr=1</a>. Members and Chief Officers have been requested to disclose related party transactions of £10,000 or more in 2019-20, including instances where their close family has made transactions with the City of London. During 2019-20 the following transactions were disclosed;

Related party	Connected party	2019/20	2018/19	Detail of transaction
		£000	£000	
Aberdeen Standard Investments Ltd	A Member is an employee of Aberdeen Standard Investments Ltd	-	(24)	Membership fees received
Age UK London	The City Corporation nominates a Member to Age UK London	15	133	Digital outreach services paid by City Fund
Askonas Holt	A Member is the Board Chairman of Askonas Holt	187	117/(16)	Fees and expenses received and paid by City Fund
Association of British Insurers	A Member is a Board Member of the Association of British Insurers.	(3,311)	-	Provision of service costs received by City Fund
Association of Police and Crime Commissioners	A Member is nominated by the City Corporation to the Association of Police and Crime Commissioners,	22	22	Membership fees paid by City Fund
City of London Academies Trust	Five members are nominated to the City of London Academies Trust	145	-	Fees paid by City Fund
Court of the City University	The City Corporation Nominates four members to the Court of the City University.	(1,111)	-	Hire and catering costs received by City Fund
Deloitte LLP	A Member has an interest in Deloitte LLP	-	(41)	Provision of services costs received by City Fund
East London NHS Foundation Trust	The City Corporation nominates a Member to the East London NHS Foundation Trust	47/(65)	(141)	Service costs paid by City Fund and catering and hire fees received by City Fund
Global Chairman of Aon Benfield	A Member is the Global Chairman of Aon Benfield	-	(60)	Contribution received by City Fund

Related party	Connected party	2019/20	2018/19	Detail of transaction
		£000	£000	
HB Reavis	A Member is a Director of HB Reavis	69		Premises related fees paid by City Fund
Heart of the City London Ltd	Three Members are nominated by the City Corporation to the Heart of the City London Ltd.	(14)	36/(22)	Support costs received and paid by City Fund
Hiscox Group	A Member is the Director of Hiscox Group		(10)	Contribution received by City Fund
Homerton University Hospital	A Member is nominated to Homerton University Hospital by the City Corporation.	25/(55)	151/(49)	IT enabler funding paid by City Fund and support costs received by the City Fund
ICAEW's Audit Registration Committee	A Member is a member of ICAEW's Audit Registration Committee	(13)	-	Archive deposit fees received by City Fund
International Dispute Resolution Centre Ltd	A Member is a Director of the International Dispute Resolution Centre Ltd who are a tenant of the City of	(1,813)	(785)	Rent and service charges received by City Fund during the year and amount due at the balance
Guille 214	London Corporation.	(53)	-	sheet date.
Kingston Smith LLP	A Member is a consultant to Kingston Smith LLP	16	45	Fundraising services paid by City Fund
Local Government Association - General	The City Corporation nominates two members to the Local Government Association – General Assembly	19	12	Subscription fees paid by City Fund
London and Partners	A Member is nominated by the City Corporation to London and Partners	68	75	Letting, hire and storage fees paid by City Fund
London Councils	The City Corporation nominates a Member to a London Councils Committee and another Member has declared his independent place on a number of Committees	320	274	Subscription fees paid by City Fund
Lord Mayors Show	A Member is the Director of the Lord Mayors Show Ltd	-	12/(13)	Participation fees paid and application fees received by City Fund
Named Members	Three Members paid the City Fund	(56)	(35)	Rent received by City Fund
Moore Stephens UK Ltd	A Member has declared an interest in Moore Stephens UK Ltd	-	(25)	Catering and hire costs received by City Fund
Partnership for Young London	The City Corporation nominates a Member to the Partnership for Young London.	45/17	11	Service paid by City und and workshop, central support charges received by City Fund
Prior Weston Primary School and Childrens Centre	A Member is nominated to Prior Weston Primary School and Children's centre	24/(90)	(16)	Annual fees received and paid by City Fund

Related party	Connected party	2019/20	2018/19	Detail of transaction
		£000	£000	
PWC LLP	A Member is a Partner of PWC LLP	-	705/(174)	Consultancy services paid and room fees received by City Fund
The Court of the City University	Four Members are nominated by the City Corporation to The Court of the City University	(1,111)	(981)	Room hire and catering received by City Fund
UBS	A Member has declared an interest in UBS.	(36)	(37)	Membership and licensing received by City Fund
United Kingdom Accreditation Service	A Member is the Director of United Kingdom Accreditation Service	21	-	Assessment fees paid by City Fund

#### Related Party Transactions with the Museum of London

The Museum of London is financed by the City of London and the Greater London Authority with the latter being the major funder and is subject to common control by central government. The City of London's contribution in 2019-20 was £5.8m (2018-19: £5.9m) and the City Fund received £5.6m for rent, loan repayments and other services. At 31<sup>st</sup> March 2020 there was an outstanding receivable of £1.0m relating to rent and loan repayments.

Half of the appointments to the Board are made by the City of London and a Member has declared an interest in the Museum. However, the City of London does not exercise control of the Museum.

#### Related Party Transactions with City's Cash and Bridge House Estates

During 2019-20 and 2018-19 there were no significant transactions between the City Fund and the other main funds of the City Corporation. There were no outstanding balances at year end.

#### Entities Controlled or Significantly Influenced

Barbican Theatre Productions Limited is a company limited by guarantee engaged with the production of theatre events on behalf of the Barbican Centre. All directors of the company are officers of the City Corporation based at the Barbican Centre. The company falls within the group boundary of the City Fund on the grounds of control and significant influence. However, group accounts are not necessary as, due to the elimination of group transactions on

consolidation, the interest is not deemed sufficiently material. For 2018-19 the City Corporation paid £2.7m to the company and received £2.3m reimbursement from the company. In 2019-20 the City Corporation paid £7m to the company and received £6.2m reimbursement from the company.

#### Related Party Transactions Disclosed Elsewhere in the Accounts

The UK government has significant influence over the general operations of the City Fund. It is responsible for providing the statutory framework within which the City Fund operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the City Fund has with other parties (e.g. council tax bills, housing benefits). Grants from government departments are shown in Note 6. Amounts due to and from central government departments at 31 March 2020 are shown in notes respectively. Disclosures are made in respect of other public bodies which are subject to common control by central government in other parts of the accounts as follows:

- Precepts from other Authorities
- Pension Fund

Amounts paid to HM Revenues and Customs in respect of employer's national insurance contributions of £13.2m (2019: £12.7m).

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#### 36. Members Allowances

Members do not receive any remuneration from the City of London for undertaking their duties. However, Members may claim travelling expenses in respect of activities outside the City and receive allowances in accordance with a scale when attending a conference or activity on behalf of the City Corporation. These costs, totalling £3,187 (2018-19: £5,528) across all of the City's activities, were met from the endowment funds of the City Corporation and not charged to the City Fund.

# 37. Contingent Liabilities

There is a disagreement with a contractor as to whether or not certain work is inside or outside the scope of a contract. It is not known what the outcome of this dispute will be, but costs could be in the region of £2.5m.

There is outstanding legal case with leaseholders of HRA property regarding recovery of major capital works costs. The outcome of the case is currently not known but the cost would in the region of £4.3m to the HRA.

#### 38. Trust Funds

The City of London Corporation Combined Education Charity (charity registration number 312836)

Established in 2011 through the amalgamation of the Higher Education Research and Special Expenses Fund, the Archibald Dawnay Scholarships, the Robert Blair Fellowship and the Alan Partridge Smith Bequest, the objective of the Trust is to further the education of persons attending or proposing to attend secondary, further or higher educational institutions by the provision of grants or financial assistance. Also, to provide grants for staff at maintained schools & Academies in the boroughs of London to undertake studies to further their development as teachers. As at 31 March 2020 the Trust's net assets were £0.9m (2019: £1.2m).

#### The City Educational Trust Fund (charity registration 290840)

The City Educational Trust Fund was established under the City of London Various Powers Act 1967, section 25 (1) which states that the capital and interest shall be applied by the City of London Corporation as it thinks fit, for one or more of the following purposes as it may from time to time determine: 1) for the advancement of the objects of the City University constituted by Royal Charter granted on 23 May 1966, or for other educational purposes connected with, or related to the said university; and 2)for the advancement of education in science and technology, business management and commerce, biology and ecology and the cultural arts by the promotion of research, study, teaching and training in and of such subjects, or any of them. As at 31st March 2020, The Trust's net assets were £3.0m (2019: £3.7m).

## **39. Agency Transactions**

The City Fund carries out certain work on an agency basis for this it is fully reimbursed. Revenue and capital works costing £1.2m (2018-19: £1.0m) were undertaken mainly on behalf of Transport for London. These sums were fully reimbursed.

The City Fund has acted as a Lead Authority for the 75% London Business Rate Pool Pilot which operated during 2019-20. This role includes acting as finance lead for the pool, involving aggregating business rate income from participating authorities and distributing funds on behalf of the pool. The City Corporation received £1,159.8m from participating authorities of which a £1,134.1m business rate tariff payment was made to central government on behalf of the pool. Outstanding debtors and creditors relating to pool activity are shown below. Please note this exclude London NNDR Pool SIP balances which are included in the City Fund CI&ES.

The City of London Police have managed IT development work on behalf of the Home Office as part of its National Enabling Programme (NEP). The City of London Police have acted as an agent of the Home Office in carrying out this function and therefore the costs and grant income funding this work have not been included in the City Fund CI&ES. In 2019-20 the value of work carried out was £25.3m for which equal grant funding from the Home Office was received. From 1 April 2020, this work has been transferred to the Police ICT Company so the City of London Police will no longer be managing the NEP project.

Business Rate Pool Balances	Balance as at 31 March 2020 £m
Short-Term Debtors	36.2
Cash & Cash Equivalents	74.2
Short-Term Creditors	(76.3)



# Housing Revenue Account

The HRA Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. Authorities charge rents to cover expenditure in accordance with regulations; this may be different from the accounting cost. The increase or decrease in the year, on the basis on which rents are raised, is shown in the Movement on the HRA Statement.

Income and	Expenditure Statement			
2018-19		Notes	2019	9-20
£m			£m	£m
	Expenditure			
7.9	Repairs and maintenance		7.9	
8.9	Supervision and management		8.8	
3.2	Depreciation of non-current assets		3.3	
8.3	Revaluation (gain)/loss on HRA dwellings		1.2	
0.0	Movement in the allowance for bad debts	1	0.0	
28.3	Total Expenditure			21.2
	Income			
(10.0)	Dwelling rents		(10.2)	
(1.8)	Non-dwelling rents		(1.9)	
(3.5)	Charges for services and facilities		(2.3)	
(0.8)	Contributions towards expenditure		(1.4)	
(16.1)	Total Income			(15.8)
12.2	Net Expenditure/(Income) of HRA Services as included in the City Fund CIES cost of services			5.4
	HRA share of other income and expenditure included in the City Fund CIES			
(1.2)	Net (gain)/loss on Disposal of Fixed Assets			(0.3)
(0.1)	Interest and investment income			(0.1)
0.0	Investment property (gain)/loss on revaluation			0.5
10.9	(Surplus)/deficit for the year on HRA Services			5.6

Movement on the HRA Statement							
2018-19		Notes	Notes 2019-20				
£m			£m	£m			
(4.5)	Balance on the HRA at the end of the previous year			(3.8)			
10.9	(Surplus)/deficit for the year on the HRA Income and Expenditure Statement		5.6				
(10.2)	Adjustments between accounting basis and funding basis under statute	2	(1.9)				
0.7	(Increase)/decrease in year on the HRA			3.7			
(3.8)	Balance on the HRA at the end of the current year			(0.1)			

# 1. Impairment Allowance for Bad and Doubtful Debts

2018-19		2019-20
£m		£m
0.23	Provision at 1 April	0.17
(0.03)	Bad Debts written off	(0.04)
(0.03)	Decrease in Provision	(0.01)
0.17	Provision at 31 March	0.12

# 2. Adjustments between Accounting Basis and Funding Basis under Statute

Note 11 to the City Fund Financial Statements provides further analysis of the adjustments between the accounting basis and funding basis under statute.

# 3. Housing Stock

As at 31 March 2020 the City Corporation's HRA rental stock was 1,872 dwellings. The HRA also includes costs and service charge income relating to properties sold on long leases of which there were 922 as at 31 March 2020 (2019: 921).

31 March 2019		31 March 2020
No.		No.
27	Houses and Bungalows	27
1,899	Flats	1,845
1,926	Total	1,872

31 March 2019		31 March 2020
No.		No.
1,930	Stock at 1 April	1,926
0	Demolished Property	(63)
(4)	Sales	(1)
0	Buy Back	0
0	New Build	10
1,926	Stock at 31 March	1,872

# 4. Arrears of Rent, Service and Other Charges

As at 31 March 2020 the total arrears for rent, service charges and other charges were £5.2m (31 March 2019: £4.7m) as follows

31 March 2019		31 March 2020
£m		£m
0.1	Former residential tenants	0.1
0.2	Current residential tenants	0.3
0.2	Commercial tenants	0.4
4.1	Service charges	4.3
0.1	Other charges	0.1
4.7	Total arrears	5.2

# 5. HRA Property, Plant and Equipment

The value of council dwellings within the HRA does not include all council dwellings owned by the City Fund (see note 13) as some council dwellings are held outside of the HRA such as the Barbican Estate.

	2018-19						2	019-20
Council Dwellings	Other Land & Buildings	Assets under construction	Total	Movements on Balances	Council Dwellings	Other Land & Buildings	Assets under construction	Total
£m	£m	£m	£m		£m	£m	£m	£m
				Cost or valuation				
236.7	40.8	9.2	286.7	at 1 April 2018 at 1 April 2019	223.2	41.8	6.6	271.6
4.7	0.4	4.6	9.7	Additions	1.6	0.0	8.1	9.7
6.4	0.8	(7.2)	0.0	Transfers	2.4	0.0	(2.4)	0.0
(15.5)	0.0	0.0	(15.5)	Revaluation increases recognised in the Revaluation Reserve	(3.7)	1.7	0.0	(2.0)
(8.6)	0.0	0.0	(8.6)	Revaluation decreases recognised in the Surplus/Deficit on the Provision of Services	(1.8)	0.0	0.0	(1.8)
(0.5)	(0.2)	0.0	(0.7)	Derecognition - disposals	(0.2)	0.0	0.0	(0.2)
0.0	0.0	0.0	0.0	Assets reclassified (to)/from Held for Sale	0.0	(0.3)	0.0	(0.3)
223.2	41.8	6.6	271.6	at 31 March 2019 at 31 March 2020	221.5	43.2	12.3	277.0
				<b>Accumulated Depreciation and Impairment</b>				
(0.1)	(0.1)	0.0	(0.2)	at 1 April 2018 at 1 April 2019	(0.1)	(0.1)	0.0	(0.2)
(2.9)	(0.3)	0.0	(3.2)	Depreciation Charge	(2.9)	(0.3)	0.0	(3.2)
2.6	0.3	0.0	2.9	Depreciation written out to the Revaluation Reserve	2.3	0.3	0.0	2.6
0.3	0.0	0.0	0.3	Depreciation written out to the Surplus/Deficit on the Provision of Services	0.6	0.0	0.0	0.6
0.0	0.0	0.0	0.0	Derecognition - disposals	0.0	0.0	0.0	0.0
(0.1)	(0.1)	0.0	(0.2)	at 31 March 2019 at 31 March 2020	(0.1)	(0.1)	0.0	(0.2)
				Net Book Value				
236.6	40.7	9.2	286.5	at 1 April 2018 at 1 April 2019	223.1	41.7	6.6	271.4
223.1	41.7	6.6	271.4	at 31 March 2019 at 31 March 2020	221.4	43.1	12.3	276.8

# 6. Housing Asset Valuation

Dwellings are valued at their 'existing use with vacant possession' and then reduced to reflect 'existing use for social housing'. The reduction is a measure of the economic cost of providing council housing at less than open market rents. Under Government guidance issued in 2016, the applicable social housing 'adjustment factor' is 75% +/- 5%. The estimated vacant possession value of HRA dwellings is £738.1m (2019: £743.8m) which has been reduced by 70% to £221.4m (2019: £223.1m) to reflect social housing use. Other land and buildings are assessed at existing use value.

# 7. Investment Property

2018-19		2019-20
£m		£m
4.7	Balance at start of the year	4.7
	Revaluations:	
0.0	Net gains from fair value adjustments	(0.5)
4.7	Balance at end of the year	4.2

# 8. Major Repairs Reserve

2018-19		2019-20
£m		£m
(8.5)	Balance 1 April	(3.2)
	Transfer from HRA equal to depreciation	
(2.9)	dwellings	(2.9)
(0.3)	non dwellings	(0.3)
2.7	Additional contribution to/(from) HRA	0.0
5.8	Capital expenditure (dwellings)	3.0
(3.2)	Balance 31 March	(3.4)

The reserve is used to finance capital expenditure and the balance is included with other capital reserves in the City Fund Balance Sheet.

# 9. HRA Capital Expenditure

Expenditure for capital purposes and methods of financing are set out below.

2018-19		2019-20
£m		£m
	Expenditure in year	
	Fixed assets	
4.6	Assets under construction	8.2
4.7	Dwellings	1.5
0.4	Other	0
1.2	Revenue expenditure funded from capital under statute	1.2
10.9	Total Expenditure	10.9
	Methods of financing	
1.0	Capital Receipts	1.0
5.8	Major Repairs Reserve	3.0
4.1	Reimbursements and Donations	6.9
10.9	Total Financing	10.9

## **Collection Fund Account**

The Collection Fund shows the transactions of the billing authority in relation to the collection of council tax and non-domestic rates from local taxpayers, and its subsequent distribution to local authorities and the Government. The City Corporation's share of council tax and business rates income is reflected in the Comprehensive Income and Expenditure Statement on an accruals basis in line with the Code.

### **Revenue Account**

	2018-19			Notes		2019-20	
Council Tax Restated	Business Rates	Total			Council Tax	Business Rates	Total
£m	£m	£m			£m	£m	£m
			INCOME				
(8.0)		(8.0)	Council Tax Receivable		(8.2)		(8.2)
(0.2)		(0.2)	Transfer from City Fund (Reliefs)		(0.2)		(0.2)
	(1,200.7)	(1,200.7)	National Business Rates	1		(1,216.4)	(1,216.4)
	(41.7)	(41.7)	GLA Business Rate Supplement			(43.6)	(43.6)
	(12.4)	(12.4)	City Fund Business Rate Premium			(14.4)	(14.4)
(8.2)	(1,254.8)	(1,263.0)	TOTAL INCOME		(8.4)	(1,274.4)	(1,282.8)
			EXPENDITURE				
			Council Tax Precepts and Demands				
6.2		6.2	City Fund	2	7.0		7.0
0.5		0.5	GLA		0.6		0.6
			National Business Rates Precepts and Demands				
	727.5	727.5	City Fund			552.1	552.1
	409.2	409.2	GLA			310.5	310.5
	0.0	0.0	Central Government			287.5	287.5
	0.0	0.0	National Business Rates transitional protection payments			0.0	0.0
	41.6	41.6	Business Rate Supplement collected on behalf of GLA			43.4	43.4

# Revenue Account Continued

	2018-19			Notes		2019-20	
Council Tax Restated	Business Rates	Total			Council Tax	Business Rates	Total
£m	£m	£m	Expenditure Continued		£m	£m	£m
	12.2	12.2	City Fund Business Rate Premium			14.2	14.2
	11.6	11.6	City Fund Offset	4		11.9	11.9
			Impairment of debts for Business Rates				
	2.9	2.9	National			3.2	3.2
	0.1	0.1	GLA			0.1	0.1
			Impairment of appeals for Business Rates				
	0.0	0.0	National			0.0	0.0
	0.2	0.2	Premium			0.2	0.2
			Cost of Collection Allowance				
	2.0	2.0	National Business Rates			2.0	2.0
	0.0	0.0	GLA Business Rate Supplement			0.1	0.1
			Contributions towards previous year's estimated Collection Fund Surplus				
0.5	6.3	6.8	City Fund		1.0	26.7	27.7
0.0	7.8	7.8	GLA		0.1	14.6	14.7
	6.9	6.9	Central Government			(0.7)	(0.7)
7.3	1,228.3	1,235.6	Total Expenditure		8.7	1,265.8	1,274.5
(0.9)	(26.5)	(27.4)	(Surplus)/Deficit for Year	5	0.3	(8.5)	(8.2)
(0.9)	(18.9)	(19.8)	Balance 1 April		(1.8)	(45.4)	(47.2)
(1.8)	(45.4)	(47.2)	Balance 31 March		(1.5)	(53.9)	(55.4)

#### 1. Income from Business Rates

The Local Government Finance Act 1988 replaced the Locally Determined Non-Domestic Rate with a National Non-Domestic Rate (NNDR) set by the Government. In addition to the NNDR, there is a discounted rate for small businesses known as the Small Business Non-Domestic Rate (SBNDR). In 2019-20 the City of London set a non-domestic rating multiplier of 0.510 (51.0p in the £) and a small business non-domestic rating multiplier of 0.497 (49.7p in the £). This comprises the NNDR and SBNDR multipliers of 0.504 and 0.491 respectively, plus a premium of 0.6p in the £ to provide additional funding to enable the City Corporation to continue to support Police, security, resilience and contingency planning at an enhanced level.

In addition, for those business premises which have a rateable value of more than £70,000, the Greater London Authority (GLA) is levying a business rate supplement (BRS) multiplier of 2p in the £ for the 2019-20 financial year to finance the Crossrail project. The City Corporation collects the BRS on an agency basis on behalf of the GLA. The rateable value at the 31 March 2020 was £2.605bn

2018-19		2019-20
£m		£m
(1,266.7)	National Business Rates	(1,288.6)
42.8	Less: Voids	47.4
20.9	Mandatory and discretionary relief	22.6
2.3	Partly occupied allowance	2.2
(1,200.7)	Net income from national business rates	(1,216.4)

#### 2. Calculation of Council Tax

The Local Government Finance Act 1992 introduced the Council Tax from 1 April 1993, replacing the Community Charge. The Act prescribes the detailed calculations that the City of London Corporation, as a billing authority, has to make to determine the Council Tax amounts. The City of London set a basic amount of £894.28 for a Band D property, inclusive of a 2.99% increase in council tax and a 2% adult social care precept.

To this £894.28 is added £78.38 in respect of the precept from the Greater London Authority to arrive at the total Council Tax of £972.66 for a Band D property in 2019-20. Prescribed proportions are applied to this basic amount to determine the Council Tax amounts for each of the bands as follows:

BAND	Proportion	Council Tax
		£
Α	6/9	648.44
В	7/9	756.51
С	8/9	864.59
D	9/9	972.66
E	11/9	1,188.81
F	13/9	1,404.95
G	15/9	1,621.10
Н	18/9	1,945.32

#### 3. Tax Bases 2019-20

The table below shows the number of chargeable dwellings in each valuation band converted to an equivalent number of Band D dwellings. The totals for each area are described as "aggregate relevant amounts" which reflects the number of dwellings adjusted for applicable discounts and exemptions. These amounts, multiplied by the collection rate of 95%, produce the tax base for each of the areas shown.

BAND	MIDDLE TEMPLE	INNER TEMPLE	CITY AREA EXCLUDING TEMPLES	TOTAL CITY AREA
Α	0.00	0.00	2.33	2.33
В	0.00	0.00	141.20	141.20
С	0.00	0.00	423.94	423.94
D	0.00	0.00	753.61	753.61
E	8.25	1.22	3024.50	3033.97
F	36.47	25.64	1590.69	1652.80
G	24.17	56.67	1762.58	1843.42
Н	0.00	4.00	339.50	343.50
AGGREGATE RELEVANT AMOUNTS	68.89	87.53	8038.35	8194.77
COLLECTION RATE	95%	95%	95%	
TAX BASES	65.45	83.15	7636.43	7785.03

## 4. City Fund Offset

To reflect the unique characteristics of the square mile, the Government allows the City Fund to retain an amount from the NNDR paid by City businesses. This totalled £11.9m in 2019-20 (2018-19: £11.6m).

## 5. Surplus for the year

The surplus for the year on Business Rates of £8.5m (2018-19: surplus of £26.5m) relates solely to National Business Rates.

#### **Police Pension Fund**

Police Pension Fund Account for the year ended 31 March 2020

2018-19		201	9-20
£m		£m	£m
	Contributions receivable		
	- from employer		
(6.4)	normal	(9.7)	
0.0	early retirements	0.0	
(4.1)	- from members	(4.3)	
(10.5)			(14.0)
(0.2)	Transfers in from other Police Authorities	(0.3)	
	Benefits payable		
24.3	- pensions	25.1	
6.7	<ul> <li>commutations and lump sums</li> </ul>	6.3	
31.0			31.4
	Payments to and on account of leavers		
0.0	- Transfers out to other Police Authorities	0	
0.0	- Other	0	
0.0			0.0
20.3	Sub-total: Net amount payable for the year before transfer from Police Authority		17.1
(19.4)	Additional contribution from Police Authority		(17.1)
(0.9)	Additional 2.9% funding payable by the local policing body to meet deficit for the year		0.0
0.0	Net amount payable/receivable for the year		0.0

- i. The Police Pension Fund was established under the Police Pension Fund Regulations 2007 (SI 2007 No. 1932).
- ii. It is a defined benefits scheme, administered internally by the City of London and all City of London police officers are eligible for membership of the pension scheme.
- iii. The fund's financial statements have been prepared using the accounting policies adopted for the City Fund financial statements set out on pages 128 to 145. The fund's financial statements do not take account of liabilities to pay pensions and other benefits after the period end. Information on the long-term pension obligations can be found in the City Fund financial statements (see notes 23 to 26).
- iv. Under the rules of the scheme, members may elect to commute a proportion of their pension in favour of a lump sum. Where a member has taken a commutation option, these lump sums are accounted for on an accruals basis from the date the option is exercised.
- v. Transfer values represent the capital sums in respect of members' pension rights either received from or paid to other pension schemes in respect of members who have joined or left the service.
- vi. The scheme is unfunded and consequently has no investment assets. Benefits payable are funded by contributions from employers and employees and any difference between benefits payable and contributions receivable is met by a top-up grant from the Home Office.
- vii. Employees' and employer's contribution levels are based on percentages of pensionable pay set nationally by the Home Office and are subject to triennial revaluation by the Government Actuary's Department.
- viii. The account is prepared on an accruals basis and normal contributions, both from the members and the employer, are accounted for in the payroll month to which they relate.

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CITY OF LONDON CORPORATION PENSION FUND

#### **Opinion on the Pension Fund Financial Statements**

We have audited the pension fund financial statements of City of London Corporation Pension Fund ("the pension fund") for the year ended 31 March 2020 which comprise the fund account, the net assets statement and notes to the pension fund financial statements, including a summary of significant accounting policies. The framework that has been applied in the preparation of the pension fund financial statements is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.

In our opinion the pension fund financial statements:

- give a true and fair view of the financial transactions of the pension fund during the year ended 31 March 2020 and the amount and disposition of the fund's assets and liabilities as at 31 March 2020, other than the liabilities to pay pensions and other benefits after the end of the scheme year; and
- have been properly prepared in accordance with applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.

#### Basis for opinion on the financial statements

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)), the Code of Audit Practice issued by the National Audit Office in April 2015 ("Code of Audit Practice") and applicable law. Our responsibilities under ISAs (UK) are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the pension fund in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Chamberlain's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chamberlain has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the pension fund's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The Chamberlain is responsible for the other information. The other information comprises the Narrative report together with all other information included in the Statement of Accounts, other than the pension fund financial statements and our auditor's report thereon. Our opinion on the pension fund financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

#### Responsibilities of the Chamberlain and City of London Corporation ("the Council") as administering authority of the pension fund

As explained more fully in the Statement of the Chamberlain's Responsibilities, the Chamberlain is responsible for the preparation of the Statement of Accounts, which comprises the pension fund financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom, and for being satisfied that the financial statements give a true and fair view.

In preparing the pension fund financial statements, the Chamberlain is responsible for assessing the pension fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council intends to wind up the scheme or has no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

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

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

#### Use of our report

This report is made solely to the members of City of London Corporation Pension Fund as a body, in accordance with part 5 of the Local Audit and Accountability Act 2014 and as set out in the Responsibilities of the Audited Body and Responsibility of the Auditor within Chapter 2 of the Code of Audit Practice published by the National Audit Office in April 2015. Our audit work has been undertaken so that we might state to the members of the Council those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Council and the Council's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Leigh Lloyd-Thomas

For and on behalf of BDO LLP, Appointed Auditor

London, UK

XXXXXX

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

# City of London Pension Fund Account

Fund Account for the year ended 31 March 2020

2018-19		Notes	2019-20
£m			£m
	Dealings with members, employers and others directly involved in the fund		
(42.5)	Contributions	7	(44.8)
(5.8)	Transfers in from other pension funds		(6.7)
(48.3)			(51.5)
46.1	Benefits	8	44.9
#1.7	Payments to and on account of leavers	9	3.1
47.8			48.0
(0.5)	Net additions from dealings with members		(3.5)
8.0	Management expenses	10	7.8
7.5	Net withdrawals including fund management expenses		4.3
	Returns on investments		
(1.4)	Investment income	11	(1.2)
(80.9)	Profit and losses on disposal of investments and changes in the value of investments	12	31.3
(82.3)	Net return on investments		30.1
(74.8)	Net (increase)/decrease in the net assets available for benefits during the year		34.4
(988.3)	Opening net assets of the scheme		(1,063.1)
(1,063.1)	Closing net assets of the scheme		(1,028.7)

#### Net Asset Statement as at 31 March 2020

2018-19		Notes	2019-20
£m			£m
(0.2)	Long term investments		(0.2)
(1,051.7)	Investment assets	12	(1,023.3)
(1,051.9)	Total net investments		(1,023.5)
(13.7)	Current assets	19	(6.1)
2.5	Current liabilities	20	0.9
(1,063.1)	Net assets of the fund available to fund benefits at the end of the reporting period		(1,028.7)

Pension Fund Account

# 1. Description of the City of London Pension Fund

#### a) General

The City of London Pension Fund is part of the LGPS and is administered by the City of London. The City of London is the reporting entity for this pension fund.

The City of London Pension Fund is a funded defined benefits scheme established in accordance with statute. With the exception of serving police officers, teachers and judges who have their own schemes, all City of London staff are eligible for membership of the Local Government Pension Scheme (LGPS).

Benefits include retirement pensions and early payment of benefits on medical grounds and payment of death benefits where death occurs either in service or in retirement. The benefits payable in respect of service from 1st April 2014 are based on career average revalued earnings and the number of years of eligible service. Pensions are increased each year in line with the Consumer Price Index.

The Fund is governed by the Public Service Pensions Act 2013 and the following secondary legislation:

- The LGPS Regulations 2013 (as amended)
- The LGPS (transitional Provisions, Savings and Amendment) Regulations 2014 (as amended) and
- The LGPS (Management and Investment of Funds) Regulations 2016.

The Fund is administered internally by the City of London. The Fund's investments are managed externally by several fund managers with differing mandates determined and appointed by the City of London.

Membership of the LGPS is voluntary and employees are free to choose whether to join the scheme, remain in the scheme or make their own personal arrangements outside the scheme. Organisations participating in the City of London Pension Fund include:

- Scheduled bodies, which are automatically entitled to be members of the Fund
- Admitted bodies, which are other organisations that participate in the Fund under an admission agreement between the Fund and the relevant organisation. Admitted bodies include voluntary, charitable and similar bodies or private contractors undertaking a local authority function following outsourcing to the private sector.

The following table summarises the membership numbers of the scheme:

	31 March 2020 31 March 2019				
	Current contributors	Beneficiaries in receipt of pension	Deferred members	Total	Total
	No.	No.	No.	No.	No.
ADMINISTERING AUTHORITY					
City of London Corporation	4,368	3,893	4,143	12,404	12,221
SCHEDULED BODIES:					
Museum of London	282	253	606	1,141	1,117
Magistrates Court	0	18	14	32	34
Multi Academy Trust	4	0	0	4	3
	286	271	620	1,177	1,154
ADMITTED BODIES:					
Irish Society	4	11	2	17	17
City Arts Trust	0	1	0	1	1
Parking Committee for London	0	5	7	12	12
Guildhall Club	0	5	4	9	9
City Academy - Southwark	88	10	123	221	200
Sir John Cass (Brookwood)	0	1	0	1	2
AMEY (Enterprise)	0	6	3	9	14
Eville and Jones	0	0	1	1	1
London CIV	19	1	9	29	24
Westminster Drug Project	1	0	2	3	3
Agilysis	9	4	12	25	25
Agilysis (police)	0	1	2	3	3
Bouygues (EDTE)	0	0	1	1	1
Cook & Butler	1	0	1	2	2
1SC Guarding Limited	0	0	1	1	1
Skanska	4	0	1	5	0
Veolia	5	0	0	5	0
	131	45	169	345	315
TOTAL	4,785	4,209	4,932	13,926	13,690

#### c) Funding

Benefits are funded by contributions and investment earnings. Contributions are made by active members of the fund in accordance with the Local Government Pension Scheme Regulations 2013 and ranged from 5.5% to 12.5% of pensionable pay for the financial year ending 31 March 2020. Employers' contributions are set based on triennial actuarial funding valuations. The last such valuation was at 31 March 2019. For 2019/20, employer contribution rates range from 16.1% to 21.0% of pensionable pay.

#### d) Benefits

Prior to 1 April 2014, pension benefits under the LGPS were based on final pensionable pay and length of pensionable service. From 1 April 2014, the scheme became a career average scheme, whereby members accrue benefits based on their pensionable pay in that year at an accrual rate of 1/49th. Accrued pension is uprated annually in line with the Consumer Prices Index.

A range of other benefits are also provided including early retirement, disability pensions and death benefits, as explained on the LGPS website.

# 2. Basis of preparation

The statement of accounts summarises the fund's transactions for the 2019/20 financial year and its financial position at 31 March 2020. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 (the Code) which is based upon International Financial Reporting Standards (IFRS), as amended for the UK public sector.

Paragraph 3.3.1.2 of the Code requires disclosure of any accounting standards issued but not yet adopted. No such accounting standards have been identified for 2019/20.

The accounts report on the net assets available to pay pension benefits. They do not take account of obligations to pay pensions and benefits which fall due after the end of the financial year nor do they take into account the actuarial present value of promised retirement benefits. The Code gives administering authorities the option to disclose this information in the net assets statement, in the notes to the accounts or by appending an actuarial report prepared for this purpose. The pension fund has opted to disclose this information in Note 18.

The accounts have been prepared on a going concern basis.

# 3. Accounting policies

- i. The pension fund accounts are accounted for on an accruals basis for income and expenditure, with the exception of transfer values in and out, which are accounted for on a cash basis.
- ii. The fund's financial statements do not take account of liabilities to pay pensions and other benefits after the period end.
- iii. Financial assets are included in the net assets statement on a fair value basis as at the reporting date. A financial asset is recognised in the net assets statement on the date the fund becomes party to the contractual acquisition of the asset. From this date any gains or losses arising from changes in the fair value of the asset are recognised in the fund account.
- iv. The values of investments as shown in the net assets statement have been determined at fair value in accordance with the requirements of the Code and IFRS13 (see Note 13). For the purposes of disclosing levels of fair value hierarchy, the fund has adopted the classification guidelines recommended in Practical Guidance on Investment Disclosures (PRAG/Investment Association, 2016).
- v. Acquisition costs are included in the purchase costs of investments.
- vi. Assets and liabilities in overseas currencies are translated into sterling at the exchange rates ruling at the balance sheet date. Transactions during the year are translated at rates applying at the transaction dates. Surpluses and deficits arising on conversion are dealt with as part of the change in market values of the investments.

vii. The fund discloses its pension fund management expenses in accordance with the CIPFA guidance Accounting for Local Government Pension Scheme Management Expenses (2016), as shown below. All items of expenditure are charged to the fund on an accruals basis as follows:

Administration expenses	All staff costs of the pensions administration team are charged direct to the fund. Associated management, accommodation and other overheads are apportioned to this activity and charged as expenses to the fund.
Oversight and governance	All staff costs associated with governance and oversight are charged direct to the fund. Associated management, accommodation and other overheads are apportioned to this activity and charged as expenses to the fund.
Investment management expenses	Investment management expenses are charged directly to the fund as part of management expenses and are not included in, or netted off from, the reported return on investments.

- viii. Income from investments is accounted for on an accruals basis. Investment income arising from the underlying investments of the Pooled Investment Vehicles is typically reinvested within the Pooled Investment Vehicles and reflected in the unit price.
- ix. The change in market value of investments during the year comprises all increases and decreases in the market value of investments held at any time during the year, including profit and losses realised on sales of investments and unrealised changes in market value.
- x. Normal contributions, both from members and employers, are accounted for in the payroll month to which they relate at rates as specified in the rates and adjustments certificate. Additional contributions from employers are accounted for in accordance with the agreement under which they are paid, or in the absence of such agreement, when received.
- xi. Under the rules of the Scheme, members may receive a lump sum retirement grant in addition to their annual pension. Lump sum retirement grants are accounted for from the date of retirement. Where

- a member can choose to take a greater retirement grant in return for a reduced pension these lump sums are accounted for on an accruals basis from the date the option is exercised.
- xii. Transfer values represent the amounts received and paid during the year for members who have either joined or left the fund during the financial year and are calculated in accordance with the Local Government Pension Scheme Regulations 2013. Individual transfers in/out are accounted for when received/paid, which is normally when the member liability is accepted or discharged.
- xiii. Where an investment manager's fee note has not been received by the balance sheet date, an estimate based upon the most recent available equivalent trailing reporting period is used for inclusion in the fund account

# 4. Critical judgements in applying accounting policies

The net pension fund liability is recalculated every three years by the appointed actuary, with annual updates in the intervening years. The methodology used is in line with accepted guidelines.

This estimate is subject to significant variances based on changes to the underlying assumptions which are agreed with the actuary and have been summarised in Note 18.

These actuarial revaluations are used to set future contribution rates and underpin the fund's most significant investment management policies, for example in terms of the balance struck between longer term investment growth and short-term yield/return.

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

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities at the year-end date and the amounts reported for the revenues and expenses during the year. Estimates and assumptions are made considering historical experience, current trends and other relevant factors. However, the nature of estimation means that the actual outcomes could differ from the assumptions and estimates.

The items in the net assets statement at 31 March 2020 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Actuarial present value of promised retirement benefits (Note 18)	Estimation of the net liability to pay pensions depend on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the fund with expert advice about the assumptions to be applied. This uncertainty relates solely to the disclosures made in Note 18 and does not impact on the Net Asset Statement or Pension Fund Account.	The effects on the net pension liability of changes in individual assumptions can be measured. For instance:  • a 0.1% increase in the discount rate assumption would result in a decrease in the pension liability of £34m  • a 0.1% increase in assumed earnings inflation would increase the value of liabilities by approximately £3m  • a one-year increase in assumed life expectancy would increase the liability by approximately £68m.
Private equity investments (Note 13)	Private equity investments are valued at fair value in accordance with International Private Equity and Venture Capital Valuation Guidelines (2018) and use valuation techniques that rely on unobservable inputs.	Private equity investments are valued at £35m in the financial statements. There is a risk that this investment may be under or overstated significantly if the underlying valuation assumptions change.
Infrastructure investments (Note 13)	Infrastructure and pooled property investments are valued at fair value using valuation techniques that rely on unobservable inputs. Property valuations were generally subject to material uncertainty valuation clauses as at 31 March 2020. Dealing on the Aviva Lime Property Fund was temporary suspended as at the reporting date in order that the manager could avoid trading whilst there was uncertainty over property valuations.	infrastructure and pooled property investments are valued at £62m and £66m, respectively in the financial statements. There is a risk that this investment may be under or overstated significantly if the underlying valuation assumptions change.

# 6. Events after the reporting date

The Pension Fund's investment assets have appreciated significantly in value since the balance sheet date as global financial markets rallied following a severe drawdown in the first quarter of 2020. As at 30 September 2020, the Fund's investment assets are estimated to be valued at £1,174m. These circumstances meet the conditions of a non-adjusting post-balance sheet reporting event.

#### 7. Contributions receivable

#### By Category

2018-19		2019-20
£m		£m
(11.0)	Employees' contributions	(11.9)
	Employers' contributions	
(19.1)	Normal contributions	(20.3)
(11.7)	Deficit recovery contributions	(12.5)
(0.7)	Pensions strain contributions	(0.1)
(31.5)	Total employers' contributions	(32.9)
(42.5)		(44.8)

## By type of employer

2018-19		2019-20
£m		£m
(39.4)	Administering authority	(41.4)
(2.1)	Scheduled bodies	(2.3)
(1.0)	Admitted bodies	(1.1)
(42.5)		(44.8)

The preceding analysis has changed from 2018/19 in order to include pension strain contributions (which were previously disclosed separately on the main Fund Account statement) within contributions receivable. A reconciliation to the original disclosure in the 2018/19 pension fund accounts is shown below:

	2018-19 Original	2018-19 Pension Strain Contributions	2018-19 Restated
	£m	£m	£m
Administering authority	(38.8)	(0.6)	(39.4)
Scheduled bodies	(2.0)	(0.1)	(2.1)
Admitted bodies	(1.0)	-	(1.0)
Total employers' contributions	(41.8)	(0.7)	(42.5)

# 8. Benefits payable

#### **By Category**

2018-19		2019-20
£m		£m
37.0	Pensions	39.2
7.7	Lump sum retirement benefits	5.2
1.4	Lump sum death benefits	0.5
46.1		44.9

#### By type of employer

2018-19		2019-20
£m		£m
42.4	Administering authority	41.5
0.8	Scheduled bodies	2.9
2.9	Admitted bodies	0.5
46.1		44.9

## 9. Payments to and on account of leavers

2018-19		2019-20
£m		£m
1.7	Individual transfers out	2.9
-	Refunds to members leaving service	0.2
1.7		3.1

## 10. Management expenses

2018-19		2019-20
£m		£m
0.7	Administration expenses	0.7
7.1	Investment management expenses	6.9
0.2	Oversight and governance*	0.2
8.0		7.8

\*Includes audit fees of £22,000 that have been charged to the Pension Fund (2018/19: £15,000).

#### **Investment management expenses**

2018-19		2019-20
£m		£m
6.4	Management fees	6.0
0.7	Performance related fees	0.9
7.1		6.9

#### 11. Income from investments

2018-19		2019-20
£m		£m
(0.1)	Interest	(0.2)
-	Pooled property investments	(0.1)
(0.2)	Private equity	(0.1)
(1.1)	Infrastructure	(0.8)
(1.4)		(1.2)

The Pension Fund's investment policies are focussed on capital accumulation in pooled vehicles and private equity investments. Dividends and interest are typically retained at pool level. Where any shortfall of the Net Deductions on Contributions and Benefits Paid was previously covered by investment income, it is intended that the Fund will sell holdings in the pooled vehicles, as necessary, to cover any shortfalls. There are no limitations imposed by the fund managers on the selling of these pooled vehicle funds.

# 12. Investment assets

# a. Reconciliation of movements in investments

The table below shows the movement in market values by asset type

Market Value 01- 04-2018	Purchases	Sales	Change in value during the year	Market Value 31- 03-2019		Market Value 01- 04-2019	Purchases	Sales	Change in value during the year	Market Value 31- 03-2020
£m	£m	£m	£m	£m		£m	£m	£m	£m	£m
					Long term investments					
(0.2)	-	-	-	(0.2)	Equities (unquoted)	(0.2)	-	-	-	(0.2)
					Investment assets					
					Pooled investments (quoted)					
(174.8)	-	1.3	(11.7)	(185.2)	UK	(185.2)	-	1.1	25.6	(158.5)
(720.4)	(179.3)	183.1	(56.2)	(772.8)	Global	(772.8)	-	69.5	13.4	(689.9)
-	-	-	-	-	Pooled property investments (unquoted)	-	(67.7)	0.3	1.3	(66.1)
(29.2)	(6.0)	6.9	(6.3)	(34.6)	Private Equity (unquoted)	(34.6)	(3.8)	6.8	(3.1)	(34.7)
(57.9)	(0.6)	6.1	(6.7)	(59.1)	Infrastructure (unquoted)	(59.1)	(0.2)	3.0	(6.0)	(62.3)
(982.5)	(185.9)	197.4	(80.9)	(1,051.9)		(1,051.9)	(71.7)	80.7	28.2	(1,011.6)
-				-	Cash	-				(11.9)
(0.1)				-	Investment income due	-				(0.1)
(982.6)				(1,051.9)	Net investment assets	(1,051.9)				(1,023.6)

## b. Investments analysed by fund manager

Market value 01- 04-2019		Market value 31- 03-2020
£m		£m
	Investments managed by the London CIV	
(119.2)	LCIV Global Alpha Growth Fund*	(117.7)
(68.3)	LCIV MAC Fund*	(58.9)
(0.2)	London CIV	(0.2)
(187.7)		(176.8)
	Investments managed outside the London CIV	
(55.8)	Alternative assets	(56.0)
(95.0)	Artemis Institutional Equity Income Fund*	(80.0)
-	Aviva Lime Property Fund	(28.8)
(135.0)	C Worldwide Global Equities*	(115.5)
(100.5)	Harris Associates Global Equity Fund*	(70.4)
(38.0)	IFM Global Infrastructure (UK)	(40.9)
(48.3)	Lindsell Train UK Equity Fund	(45.5)
-	M&G UK Residential Property Fund	(7.5)
-	M&G Secured Property Income Fund	(29.8)
(41.9)	Majedie UK Equity Fund	(33.0)
(128.2)	Pyrford Global Total Return Fund*	(125.5)
(84.9)	Ruffer Absolute Return Fund*	(87.9)
(136.6)	Veritas Global Focus Fund*	(114.0)
(864.2)		(834.8)
(1,051.9)	Total	(1,011.6)
-	Cash	(11.9)
-	Investment income due	(0.1)
(1,051.9)	Net investment assets	(1,023.6)

<sup>\*</sup>These investments each singularly represent over 5% of the net assets of the fund.

Alternative assets comprise of private equity and infrastructure investments managed through eleven separate investment managers. £11.9m was held as cash by M&G at the reporting date for onward investment in the M&G Secured Property Income Fund on 1 April 2020.

# 13. Fair value - basis for valuation

Item	Valuation hierarchy	Basis of valuation	Observable and unobservable inputs	Key Sensitivities affecting the valuations provided
Pooled investments - equity funds (UK and Global)	Level 2	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward pricing basis	Not required
Pooled investments – multi- asset Funds	Level 2	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward pricing basis	Not required
Pooled property investments	Level 2	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward pricing basis	Valuations could be affected by material events between the date of the financial statements fund's own reporting date, and by differences between audited and unaudited accounts.  Valuations of underlying property assets.
Private equity	Level 3	Comparable valuation of similar companies in accordance with international private equity valuation guidelines.	Earnings before interest, tax, depreciation and amortisation (EBITDA) multiple, revenue multiple, discount for lack of marketability.	Valuations include assumptions based on non- observable market data, such as discounts applied either to reflect changes in the fair value of financial assets or to adjust earnings multiples.
Infrastructure funds	Level 3	Discounted cashflows applied to equity and debt instruments. The Funds determine fair value for these securities by engaging external valuation services.	Earnings before interest, tax, depreciation and amortisation (EBITDA) multiple, revenue multiple, discount for lack of marketability.	Valuations include assumptions based on non- observable market data, such as discounts applied either to reflect changes in the fair value of financial assets or to adjust earnings multiples.

The basis of the valuation of each class of investment asset is set out below. There has been no change in the valuation techniques used during the year. All assets have been valued using fair value techniques which represent the highest and best price available at the reporting date.

#### Sensitivity of assets valued at Level 3

Having analysed historical data and current market trends, and consulted with independent investment advisors, the fund has determined that the valuation methods described above are likely to be accurate to within the following ranges, and has set out below the consequent potential impact on the closing value of investments held at 31 March 2020.

	Assessed valuation range	Market value 31/03/2020	Value on increase	Value on decrease
	(+/-)	£m	£m	£m
Private equity	10%	(34.7)	(38.2)	(31.2)
Pooled property investments	10%	(66.1)	(72.7)	(59.5)
Infrastructure	10%	(62.3)	(68.5)	(56.1)
		(163.1)	(179.4)	(146.8)

## a. Fair value hierarchy

Assets have been classified into three levels, according to the quality and reliability of information used to determine fair values.

## Level 1

Financial instruments at level 1 are those where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities. Products classified as level 1 must be traded in active markets, this includes quoted equities, quoted fixed securities, quoted index linked securities and exchange traded unit trusts.

## Level 2

Financial instruments at level 2 are those where quoted market prices are not available for example, where an instrument is traded in a market that is not considered to be active, or where valuation techniques are used to determine fair value. Products classified as level 2 comprise open ended pooled investment vehicles which are not exchange traded, unquoted bonds and repurchase agreements.

#### Level 3

Financial instruments at level 3 are those where at least one input that could have a significant effect on the instrument's valuation is not based on observable market data. Such instruments would include private equity investments and infrastructure funds which are valued using various valuation techniques that require significant judgement in determining appropriate assumptions.

The values of the investment in private equity and infrastructure funds are based on valuations provided by the general partners to the private equity funds in which City of London Pension Fund has invested.

These valuations are prepared in accordance with the international private equity and venture capital valuation guidelines, which follow the valuation principles of IFRS and US GAAP. Valuations are typically undertaken annually at the end of December. Cash flow adjustments are used to roll forward the valuations to 31 March as appropriate.

Guidance released by the Pensions Research Accountants Group (PRAG) in 2016 provides further clarification on the classification of pooled investment vehicles as level 1, 2 and 3. Pooled funds that are not quoted on an exchange are classed as level 2, as these do not meet the definition of level 1 investment: *The unadjusted quoted price in an active market for identical assets or liabilities that the entity can access at the measurement date.* 

The table that follows provides an analysis of the assets of the pension fund grouped into Levels 1 to 3, based on the level at which the fair value is observable.

As	at 31 March 2	019				А	s at 31 March 2	2020
Quoted market Price	Using observable inputs	With significant unobservable inputs	Total		Quoted market price	Using observable inputs	With significant unobservable inputs	Total
Level 1	Level 2	Level 3			Level 1	Level 2	Level 3	
£m	£m	£m	£m		£m	£m	£m	£m
				Financial assets				
-	(958.0)	(93.9)	(1,051.9)	Fair value through profit and loss	-	(848.3)	(163.3)	(1,011.6)
-	(958.0)	(93.9)	(1,051.9)	Net investment assets	-	(848.3)	(163.3)	(1,011.6)

# b. Reconciliation of fair value measurements within level 3

The table below shows the movements in level 3 disclosures for 2019/20

Disclosures for level 3	Market value at 01-04-2019	Transfers into level 3	Transfers out of level 3	Purchases at cost	Sales	Unrealised (gains)/losses	realised (gains)/losses	Market value at 31-03-2020
	£m	£m	£m	£m	£m	£m	£m	£m
Private equity	(34.6)	-	-	(3.8)	6.8	(2.4)	(0.7)	(34.7)
Pooled property investments	-	-	-	(66.0)	1.8	(1.9)	-	(66.1)
Infrastructure	(59.1)	-	-	(0.2)	3.0	(6.0)	-	(62.3)
Long term investment	(0.2)	-	-	-	-	-	-	(0.2)
Total level 3	(93.9)	-	-	(70.0)	11.6	(10.3)	(0.7)	(163.3)

# 14. Financial Instruments

a. Classification of financial instruments

а	t 31 March 20	19		at 31 March 2020			
£m							
Fair Value through profit and loss	Assets held at amortised cost	Financial liabilities at amortised cost		Fair Value through profit and loss	Assets held at amortised cost	Financial liabilities at amortised cost	
			Financial Assets				
-	(0.2)	-	Equities	-	(0.2)	-	
(958.0)	-	-	Pooled investments	(848.3)	-	-	
-	-	-	Pooled property investments	(66.1)	-	-	
(59.1)	-	-	Infrastructure	(62.3)	-	-	
(34.6)	-	-	Private equity	(34.7)	-	-	
-	(13.7)	-	Cash	-	(17.9)	-	
-	-	-	Investment income due	-	(0.1)	-	

(1,051.7)	(13.9)	0.0		(1,011.4)	(18.2)	0.0
			Financial Liabilities			
-	-	2.5	Creditors	-	-	0.9
(1,051.7)	(13.9)	2.5	Total	(1,011.4)	(18.2)	0.9

## b. Net (Gains) and Losses on Financial Instruments

2018-19		2019-20
£m		£m
	<u>Financial Assets</u>	
(80.9)	Fair value through profit and loss	31.3
(80.9)		31.3

# 15. Risk and risk management

The Pension Fund's primary long-term risk is that its assets will fall short of its liabilities (i.e. promised benefits payable to members). Therefore, the aim of investment risk management is to minimise the risk of an overall reduction in the value of the Fund and to maximise the opportunity for gains across the whole fund portfolio.

The fund's investments are actively managed by ten main external fund managers who are charged with the responsibility to increase asset values, whilst maintaining market risk to acceptable levels. They achieve this mainly through diversification of stock portfolios across several geographical locations, various industrial sectors and asset classes. The managers' investing practices are controlled by pre-defined levels of tolerance.

Concentration risk is also controlled and monitored with a maximum proportion cap over the levels held in individual stocks as a set percentage of each manager's overall portfolio of stocks.

As part of each of the external fund managers' investing there is also a strict adherence to the principles of liquidity risk management in order to ensure cash flow requirements are met as and when they fall due.

All of the investing policies and practices are reviewed regularly after thorough consideration of economic and market conditions, and overall care is taken to identify, manage and control exposure to the price movements of several categories of investments.

# 16. Sensitivity analysis

Following analysis of historical data and expected investment return movement during the financial year, in consultation with the fund's investment advisors, Mercer Ltd, the City of London Corporation has determined that the movements in market price risk set out in the table below are reasonably possible for the 2019/20 reporting period. The potential price changes disclosed below is consistent with a multi-year one-standard deviation movement in the value of the assets. The sensitivities are

consistent with the assumptions contained in the investment advisor's most recent review. This analysis assumes that all other variables, in particular foreign currency exchange rates and interest rates, remain the same.

## Potential market movements (% change)

Asset Type	at 31 March 2019	at 31 March 2020
Developed market global equities	17.1%	17.4%
Emerging market global equities	28.6%	29.1%
Hedge funds (proxy for multi-asset funds)	7.6%	7.3%
UK property (proxy for residential property)	14.1%	14.2%
Long lease UK property	7.7%	7.7%
Private equity	24.5%	25.8%
Unlisted infrastructure	14.8%	15.0%

Had the market price of the fund investments increased/decreased in line with the above, the impact on relevant assets would have been as follows:

## **Price risk**

	as at 31 N	larch 2019			as at 31 March 2020				
Value £m	Change %	Value on increase £m	Value on decrease £m	Asset type	Value £m	Change %	Value on increase £m	Value on decrease £m	
(650.6)	17.1%	(761.9)	(539.3)	Developed market global equities	(553.2)	17.4%	(649.5)	(456.9	
(26.1)	28.6%	(33.6)	(18.6)	Emerging market global equities	(22.9)	29.1%	(29.6)	(16.2)	
(281.5)	7.6%	(302.9)	(260.1)	Hedge funds (proxy for multi-asset funds)	(272.4)	7.3%	(292.3)	(252.5)	
-	14.1%	-	-	UK property (proxy for residential property)	(7.5)	14.2%	(8.6)	(6.4)	
-	7.7%	-	-	Long lease UK property	(58.6)	7.7%	(63.1)	(54.1)	
(34.6)	24.5%	(43.1)	(26.1)	Private equity	(34.7)	25.8%	(43.7)	(25.7)	
(59.1)	14.8%	(67.8)	(50.4)	Unlisted infrastructure	(62.3)	15.0%	(71.6)	(53.0)	
(1,051.9)		(1,209.6)	(894.5)	Total	(1,011.6)		(1,158.4)	(864.8)	

## Interest rate risk

The fund invests in financial assets for the primary purpose of obtaining a return on investments. The pooled multi-asset investments are indirectly subject to interest rate risks, as underlying holdings include fixed income instruments, and this represent the risk that the fair value or these financial instruments will fluctuate because of changes in market interest rates. Fund managers have the discretion to manage interest risk exposure through the use of derivatives.

	as at 31 March 2019						as at 31 March 2020				
Value	Change	Value on increase	Value on decrease	Assets exposed to interest rate risk	Value	Change	Value on increase	Value on decrease			
£m	%	£m	£m		£m	%	£m	£m			
(13.7)		(13.7)	(13.7)	Cash and cash equivalents	(17.9)		(17.9)	(17.9)			
(188.3)	1.00%	(183.8)	(192.7)	Bonds	(162.1)	1.00%	(157.8)	(166.4)			
(202.0)		(197.5)	(206.4)	Total	(180.0)		(175.7)	(184.3)			

The fund's indirect exposure to interest rate movements as at 31 March 2020 and 31 March 2019 is set out below. These disclosures present interest rate risk based on the underlying financial assets at fair value. Bonds and cash balances are exposed to interest rate risk. The table below demonstrates the

change in value of these assets had the interest rate increased or decreased by 1%.

## **Currency risk**

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The fund is exposed to currency risk on financial instruments owned directly or through a pooled structure, that are denominated in any currency other than the functional currency of the fund (UK sterling). Following analysis of historical data, the fund custodian BNY Mellon have provided the currency exposure and volatility data included in the table below.

As at 31 March 2019			Currency	As at 31 March 2020				
Value	Change	Value on increase	Value on decrease		Value	Change	Value on increase	Value on decrease
£m	%	£m	£m		£m	%	£m	£m
(6.8)	3.46%	(7.0)	(6.6)	Australian Dollar	(16.7)	2.38%	(17.1)	(16.3)

(2.5)	5.48%	(2.6)	(2.4)	Brazilian Real	(1.4)	4.11%	(1.5)	(1.3)
(3.5)	2.75%	(3.6)	(3.4)	Canadian Dollar	(3.1)	2.29%	(3.2)	(3.0)
(5.2)	2.38%	(5.3)	(5.1)	Danish Krona	(4.5)	1.77%	(4.6)	(4.4)
(104.9)	2.38%	(107.4)	(102.4)	Euros	(93.0)	1.76%	(94.6)	(91.4)
(22.8)	2.69%	(23.4)	(22.2)	Hong Kong Dollar	(18.6)	2.34%	(19.0)	(18.2)
(12.0)	3.16%	(12.4)	(11.6)	Indian Rupee	(9.5)	2.72%	(9.8)	(9.2)
-	-	-	-	Indonesian Rupiah	(1.7)	2.76%	(1.7)	(1.7)
(0.4)	2.57%	(0.4)	(0.4)	Israeli Shekel	-	-	-	-
(29.7)	4.22%	(31.0)	(28.4)	Japanese Yen	(40.5)	2.87%	(41.7)	(39.3)
(1.5)	2.97%	(1.5)	(1.5)	Malaysian Ringgit	(2.1)	1.68%	(2.1)	(2.1)
(5.1)	4.15%	(5.3)	(4.9)	Mexican Peso	(4.7)	3.58%	(4.9)	(4.5)
(2.4)	2.96%	(2.5)	(2.3)	Norwegian Krona	(3.0)	2.66%	(3.1)	(2.9)
(0.3)	2.97%	(0.3)	(0.3)	Peruvian Sol	(0.2)	1.96%	(0.2)	(0.2)
(0.6)	2.99%	(0.6)	(0.6)	Polish Zloty	(0.6)	2.08%	(0.6)	(0.6)
(3.1)	2.68%	(3.2)	(3.0)	Singapore Dollar	(4.0)	1.68%	(4.1)	(3.9)
(10.0)	5.84%	(10.6)	(9.4)	South African Rand	(5.8)	4.66%	(6.1)	(5.5)

As at 31 March 2019 Curre			Currency	As at 31 March 2020				
Value	Change	Value on increase	Value on decrease		Value	Change	Value on increase	Value on decrease
-	-	-	-	South Korean Won	(0.8)	2.87%	(0.8)	(0.8)
(6.7)	2.86%	(6.9)	(6.5)	Swedish Krona	(12.2)	2.54%	(12.5)	(11.9)
(20.4)	3.01%	(21.0)	(19.8)	Swiss Franc	(16.6)	2.41%	(17.0)	(16.2)
(2.8)	2.67%	(2.9)	(2.7)	Taiwanese Dollar	(6.1)	1.92%	(6.2)	(6.0)
(356.8)	2.67%	(366.3)	(347.3)	United States Dollar	(303.1)	2.34%	(310.2)	(296.0)
(597.5)		(614.2)	(580.8)	Overseas sub-total	(548.1)		(560.8)	(535.4)

(3.4)		Other overseas	(2.9)		
(600.9)		Overseas total	(551.0)		
(451.0)		UK investments	(472.5)		
(1,051.9)		Total investment assets	(1,023.5)		
-		Investment income due	(0.1)		
(1,051.9)		Net investment assets	(1,023.6)		

#### Liquidity risk

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. Officers monitor cash flows and takes steps to ensure that there are adequate cash resources to meet the fund's commitments. The fund has immediate access to its cash holdings.

Liquid assets are those that can be converted to cash within three months, subject to normal market conditions. As at 31 March 2020, liquid investment assets were £860.4m representing 83% of total fund assets (£958.0m at 31 March 2019 representing 90% of the Fund at that date). These investments can in fact be liquidated within a matter of days.

## **Credit Risk**

Credit risk represents the risk that the counterparty to a financial transaction will fail to discharge an obligation and cause the fund to incur a financial loss. The market values of investments generally reflect an assessment of credit in their pricing and consequently the risk of loss is implicitly provided for in the carrying value of the fund's financial assets and liabilities. The selection of high-quality counterparts, brokers and financial institutions minimises credit risk that may occur through the failure of third parties to settle transactions in a timely manner.

# 17. Funding arrangements

In accordance with statutory regulations a triennial valuation of the Pension Fund was completed by the City's independent consulting actuaries, Barnett Waddingham LLP, as at 31 March 2016 using the projected unit method and the resulting employers' contribution were implemented for the three financial years commencing 1 April 2017. A more recent valuation was undertaken as at 31 March 2019, and employer contribution rates resulting from this exercise will apply from 1 April 2020.

The main funding assumptions which follow were incorporated into the funding model used in the 31 March 2016 and the 31 March 2019 valuations (Consumer Price Inflation has been used as basis to reflect the actuarial assumption in real terms):

	March	n 2016	March 2019	
	% p.a.	Real % p.a.	% p.a.	Real % p.a.
Financial assumptions				
Discount rate	5.7	3.3	5.1	2.5
Retail Price Inflation	3.3	0.9	3.6	1.0
Consumer Price Inflation	2.4	-	2.6	-
Pension increases	2.4	-	2.6	-
Pay increases (short term)	*		N/A	
Pay increases (long term)	3.9	1.5	3.6	1.0

<sup>\*</sup> CPI for the period 31/03/2016 to 31/03/2020.

The discount rate reflects the asset allocation embedded in fund's long-term strategy, the below table outlines how these assumptions translate into an overall discount rate assumption as at 31 March 2016 and 31 March 2019.

Future assumed returns at 31 March 2016	Percentage of Fund	Return Assumption	Real (relative to CPI)
	%	%	%
Gilts	-	2.4	-
Cash	-	1.8	(0.6)
Bonds	-	3.3	0.9
Equities	55	7.4	5.0
Property	10	5.9	3.5
Absolute return fund - inflation plus 3.7%	15	6.1	3.7
Absolute return fund - LIBOR plus 4.5%	20	6.3	3.9
Expenses (deduction)		(0.2)	-
Neutral estimate of discount rate based on long-term investment strategy		6.7	4.3
Prudence allowance		(1.0)	(1.0)
Discount rate		5.7	3.3

Future assumed returns at 31 March 2019	Percentage of Fund	Return Assumption	Real (relative to CPI)
	%	%	%
Equities	55	6.7	4.1
Property and infrastructure	15	6.1	3.5
Absolute return fund - inflation plus 3.7%	30	6.3	3.7
Expenses (deduction)		(0.2)	-
Neutral estimate of discount rate based on long-term investment strategy		6.3	3.7
Prudence allowance		(1.2)	(1.2)
Discount rate		5.1	2.5

## **Demographic assumptions**

The assumed life expectancy from age 65 is show below for both the 31 March 2016 and 31 March 2019 valuations.

Life expectancy from age 65		31 March 2016	31 March 2019
Retiring today	Males	24.3	21.7
	Females	25.8	24.3
Retiring in 20 years	Males	26.5	23.1
	Females	28.1	25.8

## **Commutation assumption**

As part of both the 31 March 2016 and 31 March 2019 valuations the actuary assumed that members on average exchanged pension to get approximately 50% of the maximum available cash on retirement.

## 50:50 membership

The actuary has assumed that existing members will continue to participate in their current section.

## **Funding Position at Valuation date**

The valuations at 31 March 2016 and 31 March 2019 revealed that the relationship between the values placed on the assets held by the fund and the liabilities accrued in respect of pensionable service at that date were as follows:

	March 2016	March 2019
Past service liabilities	£m	£m
Active members	308.9	383.7
Deferred pensioners	185.1	236.7
Pensioners	451.6	555.3
Total	945.6	1,175.7
Assets	(796.3)	(1,062.9)
Deficit	149.3	112.8
Funding level	84%	90%

Based on the above data the derivation of the basic rate of employer's contribution is set out below

	March 2016	March 2019
	Contribution rate %	Contribution rate %
Future service funding rate	12.8	15.0
Past service adjustment	8.2	5.5
Total contribution rate	21.0	20.5

The secondary rate contributions agreed with individual employers were set at the 31 March 2016 valuation to restore the Fund to a funding position of 100% over a recovery period of no longer that 17 years. This deficit recovery plan was maintained at the 31 March 2019 valuation (i.e. the secondary rates established in 2019 aim to restore 100% funding over 14 years).

Having considered the basic rate of employer's contributions above, the City of London Corporation set contribution rates applicable to its employees of 21.0% for each of the financial years 2017/18 to 2019/20. Exceptions are City Academy who pay 17.1% p.a. and Museum of London which has certified stepped contributions of 15.1% in 2017/18, 15.7% in 2018/19 and 16.1% in 2019/20.

Following the 31 March 2019 valuation, most employers will continue to pay contribution rates of 21.0% for the three years commencing 1 April 2020 apart from the City Academy and the Multi Academy Trust (17.1%); the Museum of London (16.1%) and the London CIV (initially 38.0% and 15.0% from 1 June 2020).

# 18. Funded Obligation of the Overall Pension Fund

31 March 2019		31 March 2020
£m		£m
1,733.5	Present Value of the defined benefit obligation*	1,703.4
(1,063.1)	Fair Value of Fund Assets (bid value)	(1,028.7)
670.4	Net Liability	674.7

<sup>\*</sup>The present value of the funded obligation consists of £1,673.6m in respect of vested obligations and £29.9m in respect of non-vested obligations (2018/19: £1,669.4m and £64.1m respectively).

The above figures show the total net liability of the Fund as at 31 March 2020 and have been prepared by the fund actuary (Barnett Waddingham LLP) in accordance with IAS26. In calculating the disclosed numbers, the value of Fund's liabilities calculated for the funding valuation as at 31 March 2019 have been rolled forward, using financial assumptions that comply with IAS19.

at 31 Ma	at 31 March 2019		at 31 March 2020		
% p.a.	Real % p.a.*		% p.a.	Real % p.a.*	
3.40	1.00	RPI increase	2.70	0.80	
2.40	-	CPI increase	1.90	-	
3.90	1.50	Salary increase	2.90	1.00	
2.40	-	Pension increase	1.90	-	
2.40	-	Discount Rate	2.35	-	

<sup>\*</sup> Consumer Price Inflation has been used as basis to reflect the actuarial assumption in real terms.

Life expectancy from age 65		31 March 2019	31 March 2020
Retiring today	Males	23.2	21.8
	Females	24.6	24.4
Retiring in 20 years	Males	24.5	23.2
	Females	26.1	25.8

#### **McCloud and Sargeant judgments**

The present value of the defined benefit obligation includes an allowance of £12.9m for the impact of any amendments that may be required to the Local Government Pension Scheme as a result of the Court of Appeal judgement on the McCloud and Sargeant cases on the basis that there is a constructive obligation as at 31 March 2020.

#### **Guaranteed Minimum Pension (GMP) Equalisation**

On 22 January 2018, the Government published the outcome of its Indexation and equalisation of GMP in public service pension schemes consultation, concluding that the requirement for public service pension schemes to fully price protect the GMP element of individuals' public service pension would be extended to those individuals reaching State Pension Age (SPA) before 6 April 2021. The present value of the defined benefit obligation assumes that the Fund will pay limited increases for members that have reached SPA by 6 April 2016, with the Government providing the remainder of the inflationary increase. For members that reach SPA after this date, the calculation assumes that the Fund will be required to pay the entire inflationary increase.

## 19. Current assets

Current assets include cash balances of £6.0m at 31 March 2020 (£13.7m at 31 March 2019) and investment income due of £0.1m (zero at 31 March 2019).

## 20. Current liabilities

Current liabilities represent accruals for investment management expenses, custodian fees and benefits payable.

# 21. Additional voluntary contributions

Market Value		Market Value
31 March 2019		31 March 2020
£m		£m
(1.7)	Prudential	(1.9)
(0.5)	Standard Life Investments	(0.4)
(0.2)	Utmost Life and Pensions	(0.2)
(2.4)		(2.5)

Additional voluntary contributions (AVCs) are managed externally and independently from the rest of the Pension Fund. They are paid by members to the Corporation and transferred directly to the relevant fund managers – Prudential, Standard Life Investments and Utmost Life and Pensions (formerly Equitable Life). AVCs of £0.46m were paid in 2019/20 (2018/19: £0.46m).

In accordance with Regulation 4(1) (b) of the Pension Scheme (Management and Investment of Funds) Regulations 2016, the contributions paid, and the assets of these investments are not included in the Fund's accounts.

# 22. Related party transactions

The City of London Pension Fund is administered by the City of London Corporation. Consequently, there is a strong relationship between the local authority and the Pension Fund.

During the reporting period, administration expenses which were charged to the Fund amounted to £0.7m (2018/19: £0.7m). This includes £0.5m (2018/19: £0.5m) of City of London Corporation staff salaries.

The Corporation is also the single largest employer of members of the Pension Fund and the employer contributions paid by it was £30.5m in 2019/20 (2018/19: £28.7m).

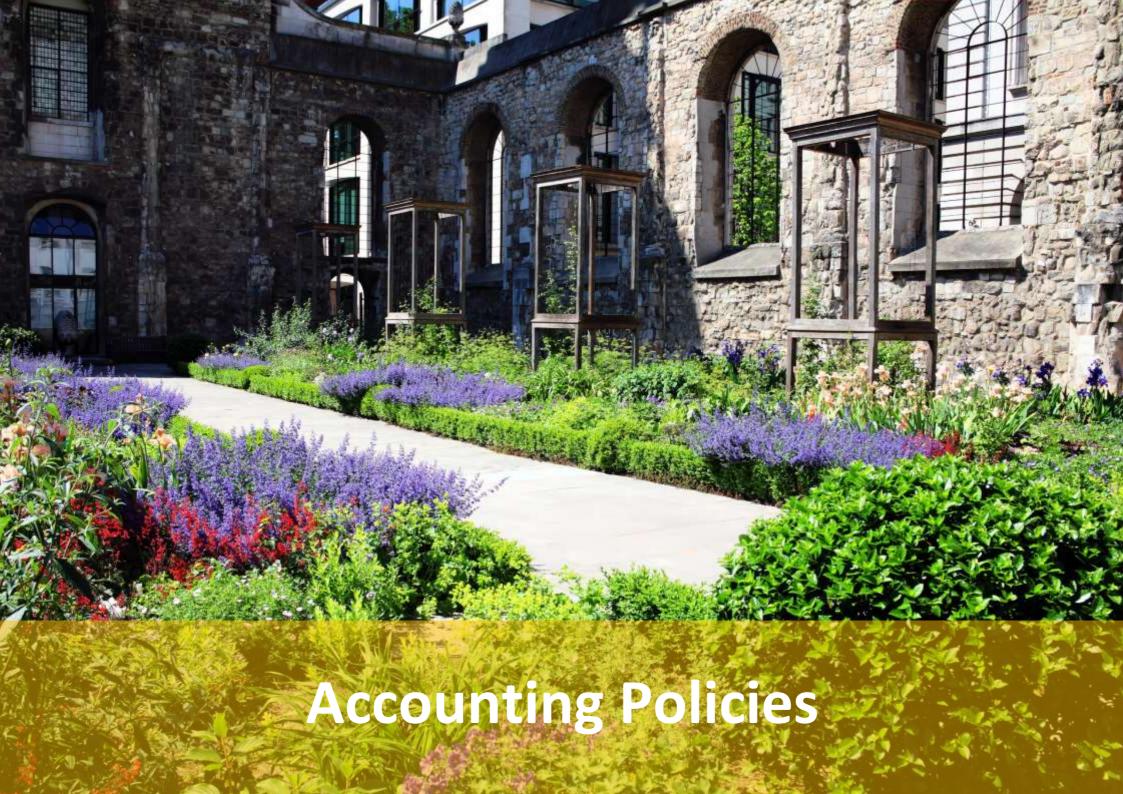
# 23. Key management personnel

The key management personnel of the Fund are the Chamberlain, Deputy Chamberlain, Corporate Treasurer, Pensions Manager (Administration) and Group Accountant for Pensions and Treasury Management. Total remuneration payable to key management personnel is set out below

31 March 2019		31 March 2020	
£m		£m	
0.2	Short-term benefits	0.2	
0.2		0.2	

# 24. Contingent liabilities and contractual commitments

Outstanding capital commitments (investments) at 31 March 2020 totalled £9.0m (31 March 2019: £10.4m). These commitments relate to outstanding call payments due on unquoted limited partnership funds held in the private equity and infrastructure parts of the portfolio. The amounts 'called' by these funds are irregular in both size and timing over a period of between four and six years from the date of each original commitment. The Fund also has outstanding capital commitments totalling £10.4m to unquoted property unit trusts (31 March 2019: £90.0m).



## 1. Accounting Policies

The accounting policies set out the specific principles, bases, conventions, rules and practices applied in preparing and presenting the financial statements.

## 1.1. General Principles

The Statement of Accounts summarises the City Fund transactions for the 2019-20 financial year and its position at the year end of 31 March 2020. The City Corporation is required to prepare the City Fund annual Statement of Accounts in accordance with proper accounting practices by the Accounts and Audit Regulations 2015. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2019-20 (the Code) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA), 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.

The Statement of Account have been prepared on an going-concern basis.

## 1.2. Accruals of Expenditure and Income

The accounts of the City Fund are maintained on an accruals basis. Consequently, 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 service or the provision of good, is recognised when (or as) the good 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; and
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where it is subsequently identified that 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.

#### 1.3. Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours less cheques and BACS payments issued but not presented. Cash equivalents are highly liquid investments that mature in three months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

#### 1.4. Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, 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 City Fund'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 and are disclosed in the notes.

## 1.5. 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 City Fund is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation. However, if it had a borrowing requirement it would be required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount, the Minimum Revenue Provision (MRP), calculated on a prudent basis determined in accordance with statutory guidance. Depreciation, revaluation and impairment losses and amortisation would then be replaced by the MRP by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves.

#### 1.6. Employee Benefits

#### (a) Short-term employee benefits

Short-term benefits are those due to be settled within 12 months of the year end. They include such benefits as salaries, wages, 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.

The cost of leave earned but not taken by employees at the end of the period is recognised within the Surplus or Deficit on the Provision of Services to the extent that employees are permitted to carry forward leave into the following period. However, statutory regulations require this cost to be reversed out of the accounts and this is achieved by crediting the revenue account for 'adjustments between accounting basis and funding basis under regulations' within the Movement in Reserves and debiting the 'statutory adjustments account' on the balance sheet.

#### (b) Termination benefits

Termination benefits are amounts payable as a result of a decision to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits and are charged on an accruals basis to the appropriate service in the Comprehensive Income and Expenditure Statement at the earlier of when the authority can no longer withdraw the offer of those benefits or when the authority recognises costs for a restructuring. Where termination benefits involve the enhancement of pensions, statutory provisions require the City Fund Balance to be charged with the amount payable by the employer to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.

## (c) Retirement benefit costs

## (i) Pension Costs – City of London Staff

With the exception of serving police officers and teachers, City of London staff are eligible to contribute to the City of London Pension Fund, which is a funded defined benefits scheme. The estimated net deficit on the Fund is the responsibility of the City of London Corporation as a whole, as one employer, rather than the specific responsibility of any of its three funds (City Fund, City's Cash and Bridge House Estates). The Corporation and its three funds have a policy in place to share the net defined benefit cost of the pension fund across the three funds. As such the City Fund recognises the net defined benefit cost along with a share of scheme assets and scheme liabilities. The total net defined benefit cost is apportioned across the Corporation's three funds based on the proportion of pensionable payroll of each fund.

• The liabilities attributable to the City Fund are included on 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 including mortality rates, employee turnover rates and projections of earning for current employee

- Liabilities are discounted to their value at current prices
- The assets attributable to the City Fund are included in the balance sheet at their fair value using estimated bid values where necessary.

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 is charged to the financing and investment income and expenditure line of the comprehensive income and expenditure statement. The interest is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability at the beginning of the period taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments
- Remeasurements comprising:
  - the return on plan assets, excluding amounts included in the net interest on the net defined benefit liability, charged to the pensions reserve as other comprehensive income and expenditure
  - actuarial gains and losses, changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions, charged to the pensions reserve as other comprehensive income and expenditure
- Contributions paid to the 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 City Fund unallocated reserve to be charged with the amount payable to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the movement in reserves statement, this means that there are transfers to and from the pension reserve to remove the notional debits and credits for retirement benefits and replace them with debits for cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year end. The negative balance that arises on the pension reserve thereby measures the beneficial impact to the

City Fund unallocated reserve of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

#### (ii) Pension Costs – Police Officers and Judges

The Police Pension Scheme is unfunded. Prior to 1 April 2006 each police authority was responsible for paying the pensions of its own former employees on a "pay as you go" basis. Under the current arrangements the City Fund no longer meets pension costs directly; instead it contributes a percentage of police pay into the Police Pension Fund. At the year end the Police Pension Fund is balanced to zero by either receiving a contribution from the City Fund equal to the amount by which the amounts payable from the Pension Fund for the year exceed the amounts receivable or, by paying to the City Fund the amount by which sums receivable by the Pension Fund for the year exceed the amounts payable. Where the City Fund makes a transfer to the Pension Fund, the Home Office will pay an equivalent top-up grant to the City Fund. Where a transfer is made out of the Pension Fund, the City Fund must pay the amount to the Home Office.

The payment of pensions to former judges is the responsibility of the Treasury with the City of London reimbursing the Treasury for the City Fund's share of the liability. The City Fund's estimated liability has been determined by independent actuaries in accordance with IAS19.

The accounting treatment for the estimated liabilities on the Police and Judges schemes are similar to that outlined above for the City of London Pension Scheme.

## (iii) Pension Costs - Teachers

The payment of pensions to former teachers under the Teachers' Pension Scheme is administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE). The scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Authority. However, the arrangements for the teachers' scheme mean that liabilities for these benefits cannot ordinarily be identified specifically to the Authority. The scheme is therefore accounted for as if it was a defined contribution scheme and no liability for future payments of benefits is recognised in the Balance Sheet. The Community and Children's Services line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to Teachers' Pensions in the year.

## 1.7. 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:

## (a) Adjusting Events

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.

#### (b) Non-adjusting Events

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

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

#### 1.8. Financial Instruments

#### (a) Financial Liabilities

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 (CIES) 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.

#### (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'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).

## (i) Financial Assets Measured at Amortised Cost

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

Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the CIES is the amount receivable for the year in the loan agreement.

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

## (ii) Expected Credit Loss Model

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

The City Corporate currently has finance lease debtors for ground rents due on leases properties. Due to the low value of these rents compared to the investment lessees have made in these properties it is highly unlikely that default will occur and therefore no expected credit loss has been applied to these amounts.

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.

## (iii) Financial Assets Measured at Fair Value through Profit of Loss

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

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

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

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

- Level 1 inputs quoted prices (unadjusted) in active markets for identical assets that the 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.

#### (iv) Financial Assets Measured at Fair Value through Other Comprehensive Income (designated equity instruments)

The authority has designated an equity investment in the Municipal Bonds Agency as a financial asset measured at FVOCI on the basis that it is not held for trading and is held for strategic purposes. Fair Value gains and losses are recognised through other comprehensive income and expenditure. Any gains and losses that arise on the derecognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

The City Fund is not party to any material finance guarantees and therefore no adjustment to the accounts has been made.

#### 1.9. Interest Income

Interest is credited to the City Fund and Housing Revenue Account based upon average balances held by the Chamberlain, and invested by him in the London Money Markets.

#### 1.10. Government Grants and Other Contributions

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations are recognised as income at the date that the authority satisfies the conditions of entitlement to the grant/contribution, there is reasonable assurance that the monies will be received.

Where a grant or contribution has been received but the conditions of entitlement have not been satisfied, the grant or contribution is treated as a receipt in advance.

## (a) Revenue

Specific, ring-fenced, revenue grants are credited to the appropriate service revenue accounts. Non ring-fenced grants to finance the general activities of a local authority (e.g. Revenue Support Grant) are disclosed in the Comprehensive Income and Expenditure Account within taxation and non-specific grant income.

## (b) Capital

Where a capital grant or contribution has been recognised as income in the Comprehensive Income and Expenditure Statement, and the expenditure to be financed from the grant or contribution has been incurred at the Balance Sheet date, the grant or contribution is transferred from revenue to the Capital Adjustment Account, reflecting the application of capital resources to finance expenditure. This transfer is reported in the Movement in Reserves Statement.

Where a capital grant or contribution has been recognised as income in the Comprehensive Income and Expenditure Statement, but the expenditure to be financed from that grant or contribution has not been incurred at the Balance Sheet date, the grant or contribution is transferred to the Capital

Grants Unapplied Account within the usable reserves section of the balance sheet reflecting its status as a capital resource available to finance expenditure. This transfer is reported in the Movement in Reserves Statement.

When, at a future date, the expenditure to be financed from the grant or contribution is incurred, the grant or contribution is transferred from the Capital Grants Unapplied Account to the Capital Adjustment Account, reflecting the application of capital resources to finance expenditure. This transfer is reported in the Movement in Reserves Statement.

#### 1.11. Business Improvement Districts

A Business Improvement District (BID) scheme applies across an area of the City (Cheapside). The scheme is funded by a BID levy paid by non-domestic ratepayers. The Authority acts as principal under the scheme, and accounts for income received and expenditure incurred (including contributions to the BID project) within the relevant services within the Comprehensive Income and Expenditure Statement.

#### 1.12. Community Infrastructure Levy

The City Corporation has elected to charge a Community Infrastructure Levy (CIL). The levy is charged on new builds (chargeable developments for the Authority) with appropriate planning consent. The City Corporation charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund a number of infrastructure projects to support the development of the area. CIL is received without outstanding conditions; it is therefore recognised at the commencement date of the chargeable development in the Comprehensive Income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure. However, a small proportion of the charges may be used to fund revenue expenditure.

## 1.13. Heritage Assets

Heritage assets are those assets intended to be preserved in trust for future generations because of their cultural, environmental or historical associations. Where the cost or value of heritage assets cannot be obtained at a cost which is commensurate with the benefits to the users of the financial statements, such assets will not be recognised in the Balance Sheet. The City Corporation does not consider the expense of obtaining information on cost or values to be justified and therefore recognises on the City Fund balance sheet only those heritage assets for which information on costs is readily available. The City Corporation considers that heritage assets will have indeterminate lives and high residual values; hence the City Corporation does not consider it appropriate to charge the City Fund depreciation for these assets (see note 14 for details of these assets).

## 1.14. Investment Property

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

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

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

## 1.15. Contingent Assets

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the City Fund. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the debtor (or cash where consideration has been received) and the related revenue are recognised in the financial statements of the period in which the change in circumstances occurs. Where an inflow of economic benefits or service potential is probable (rather than virtually certain) and can be reliably measured, contingent assets are disclosed as notes to the accounts.

## 1.16. Contingent Liabilities

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the City Fund. Contingent liabilities are assessed continually to determine whether an outflow of resources embodying economic benefits or service potential has become probable. If it becomes probable that an outflow of future economic benefits or service potential will be required for an item previously dealt with as a note to the accounts, a provision is recognised in the financial statements for the period in which the change in probability occurs (except in circumstances where no reliable estimate can be made). Where a contingent liability exists, but a reliable estimate cannot be made, a note is disclosed in the accounts unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

#### 1.17. Provisions

Provisions are made where an event has taken place that gives the City Fund 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 City Fund

may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation from the City Fund. Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the City Fund becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties. When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed 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 City Fund settles the obligation.

#### 1.18. Leases

Leases are classified as finance leases when substantially all the risks and rewards of ownership are transferred 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. Freehold land has an indefinite life and the land within the lease is recorded as an operating lease unless it is an immaterial part of the lease.

#### (a) Finance Leases

#### (i) City Fund as Lessee

The City of London recognises property, plant and equipment held under finance leases as assets at the commencement of the lease at amounts equal to its fair value and, where material, liabilities at the lower of the present value of the minimum lease payments or the fair value of the property. The asset recognised is matched by a liability for the obligation to pay the lessor. Minimum lease payments are apportioned between a finance charge (interest) and a reduction of the outstanding liability. The finance charge element is allocated to revenue and is calculated so as to produce a constant periodic rate of interest on the remaining balance of the liability. Where liabilities are immaterial, a liability is not recognised and the full rental is charged to revenue over the term of the lease.

## (ii) <u>City Fund as Lessor</u>

Amounts due from lessees under finance leases are recorded in the Balance Sheet as a debtor at the amount of the net investment in the lease. The lease payments receivable is apportioned between repayment of the debtor and finance income. The finance income is credited to revenue and calculated so as to give a constant periodic rate of return from the net investment. The asset is written out of the balance sheet as a disposal. A gain, representing the net investment in the lease is credited to income and the difference shown as a gain or loss on disposal. Where the lessee acquires the asset through payment of a premium at the commencement of the lease, this is included as a capital receipt and there is no remaining finance lease asset.

### (b) Operating Leases

#### (i) City Fund as Lessee

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

#### (ii) <u>City Fund as Lessor</u>

Assets subject to operating leases are included in the Balance Sheet according to the nature of the assets. Rental income from operating leases is credited to the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the period of the lease, even if the payments are not received on this basis (e.g. there is a premium paid at the commencement of the lease).

#### 1.19. Overheads

The costs of support service overheads are generally apportioned between all services on the basis of employee time spent or other resources consumed on behalf of user services. Similarly, with the exception of vacant properties, the costs of support service buildings (including capital charges) are apportioned on the basis of the office area utilised by each service.

#### 1.20. Property, Plant and Equipment

Property, plant and equipment comprises the following classes of tangible long-term assets; council dwellings, other land and buildings, leasehold improvements, vehicles plant and equipment, infrastructure assets, community assets, assets under construction and surplus assets.

## (a) Recognition

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalised provided that the expenditure is material (generally in excess of £50,000) and the asset yields benefits to the City Fund, and the services it provides, for a period of more than one year. This excludes expenditure on routine repairs and maintenance of property, plant and equipment which is charged directly within service costs.

## (b) Valuation

Property, plant and equipment are measured initially at cost, representing the cost directly attributable to acquiring or constructing the asset so that it is capable of operating in the manner intended. Assets are then carried in the Balance Sheet using the following measurement bases:

- Properties regarded as operational current value, determined as the amount that would be paid for the asset in its existing use (existing use value EUV), or where this cannot be assessed because there is no market for the subject asset, the depreciated replacement cost, based on modern equivalent assets, as an estimate of current value.
- Council dwellings current value, determined using the basis of existing use value for social housing
- Non-operational assets under construction historic cost
- Infrastructure, community and heritage assets historic cost, net of depreciation, where appropriate

- Vehicles, plant and equipment cost, net of depreciation, as a proxy for current value.
- Surplus assets fair value, estimating highest and best use

All properties included on the balance sheet at current or fair value are revalued at least once within a five year period as part of a rolling programme with subsequent additions being included in the accounts at their cost of acquisition until the asset is next revalued. Revaluations are carried out sufficiently regularly to ensure that their carrying value is not materially different from their value at the year end.

#### (c) Revaluations

An increase arising on revaluation is taken to the revaluation reserve unless the increase is reversing a previous impairment loss charged to Surplus or Deficit on the Provision of Services on the same asset or reversing a previous revaluation decrease charged to Surplus or Deficit on the Provision of Services on the same asset, in which case it is credited to expenditure to the extent of the loss or decrease previously charged there.

Where the carrying amount of an item of property, plant and equipment is decreased as a result of a revaluation, i.e. a significant decline in an asset's carrying amount during the period that is not specific to the asset (as opposed to impairment – see below), the decrease is recognised in the Revaluation Reserve to the extent that there is a balance on the reserve for the asset and, thereafter, against the Surplus or Deficit on the Provision of Services.

Legislation prescribes that revaluation gains or losses charged to Surplus or Deficit on the Provision of Services are not proper charges to the City Fund. Such amounts are transferred to the Capital Adjustment Account and reported in the Movement in Reserves Statement.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal inception following implementation from the 2007 Statement of Recommended Practice. Gains arising before that date have been consolidated in the Capital Adjustment Account.

## (d) Impairments

An impairment loss arises if the carrying amount of an asset exceeds its recoverable amount. This could be caused by such factors as a significant decline in an asset's value during the period (i.e. more than expected as a result of the passage of time, normal use or general revaluation), evidence of obsolescence or physical damage of an asset, a commitment by the authority to undertake a significant reorganisation, or a significant adverse change in the statutory or other regulatory environment in which the authority operates.

An annual assessment takes place as to whether there is any indication that an asset may be impaired. An impairment loss is recognised in the Revaluation Reserve to the extent that there is a balance on that reserve relating to the specific asset and thereafter to the Surplus or Deficit on the Provision of Services.

The reversal of an impairment loss previously recognised in Surplus or Deficit on the Provision of Services will not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. Any excess above this carrying amount is treated as a revaluation gain and charged to the Revaluation Reserve.

Legislation prescribes that impairment losses and reversal of impairment losses charged to Surplus or Deficit on the Provision of Services are not proper charges to the City Fund. Such amounts are transferred to the Capital Adjustment Account and reported in the Movement of Reserves Statement.

#### (e) De-recognition

The carrying amount of an item of property, plant and equipment is derecognised:

- on disposal, or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from de-recognition of an asset is the difference between the net disposal proceeds, if any, and the carrying amount of the asset. The gain or loss arising from de-recognition of an asset is included in Surplus or Deficit on the Provision of Services under other operating expenditure.

Legislation prescribes that the gain or loss is not a proper charge to the City Fund or Housing Revenue Account. As a result, the City Fund or Housing Revenue Account is debited (in the case of a gain) or credited (in the case of a loss) with an amount equal to the gain or loss on disposal with the consequent entry being:

- an increase in the Capital Receipts Reserve of an amount equal to the disposal proceeds
- a charge to the Capital Adjustment Account of an amount equal to the carrying amount of the asset.

If the asset derecognised was carried at a re-valued amount, an additional entry is required; the balance on the Revaluation Reserve is written off to the Capital Adjustment Account and reported in the Movement in Reserves Statement. The Capital Receipts Reserve can only be used for new capital investment or set aside to reduce any underlying need to borrow (the capital financing requirement). A proportion of receipts relating to Housing Revenue Account disposals (75% for dwellings, 50% for land and other assets, net of statutory deductions and allowances) is payable to the Government.

## (f) Depreciation

Depreciation is provided for on all property, plant and equipment with a finite useful life, other than freehold land. The depreciation charge is calculated by allocating the Balance Sheet value of the asset, less its residual value, to the periods expected to benefit from its use; generally the straight-line method has been adopted.

The costs of services include charges for depreciation for all property, plant and equipment used in the delivery of services based on the value of assets at the start of the year. Where the effects of major additions or disposals occurring during the year are material, these are also reflected in capital charges to service revenue accounts. Freehold land, certain community assets and assets under construction are not directly used in the delivery of services and therefore do not attract a charge for capital.

## (g) Components

#### Assets other than Housing Revenue Account (HRA) Dwellings

Large assets, for example a building, are reviewed to ascertain whether differences in the useful lives of components would have a material impact on the level of depreciation and/or carrying value of the overall assets. These reviews are undertaken:

- when an asset is acquired
- when an asset is enhanced
- when an asset is revalued.

Where there is a material impact on depreciation and/or the carrying value, the components are treated as separate assets and depreciated over their own useful economic lives.

#### **HRA Dwellings**

The components of HRA dwellings are reviewed at the same stages as indicated above. However, upon review, all the main components in HRA dwellings (e.g. roofs, windows, central heating, lifts and electrics) are treated as separate assets and depreciated over their own useful economic lives. This facilitates the use of the Major Repairs Reserve which is classified by Government as 'capital' funding.

#### 1.21. Fair value measurement

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.

#### 1.22. Reserves

Specific amounts have been set aside as reserves for future policy purposes or to cover contingencies. Details of the City Fund's earmarked reserves are set out in note 12. Certain reserves are required by the Code to manage the accounting process for long-term assets and retirement benefits and do not represent usable resources. Details of these unusable reserves are set out in note 31.

## 1.23. Revenue expenditure funded from capital under statute

Legislation allows some expenditure to be classified as capital for funding purposes when it does not result in the expenditure being carried on the Balance Sheet as a long-term asset. The purpose of this is to enable it to be funded from capital resources rather than be charged to revenue and impact on that year's council tax. These items are generally grants and expenditure on property not owned by the authority and amounts directed under statute.

Such expenditure is charged to Surplus or Deficit on the Provision of Services in accordance with the general provisions of the Code. Any statutory provision that allows capital resources to meet the expenditure is accounted for by debiting the Capital Adjustment Account and crediting the City Fund unallocated reserve and inclusion as a reconciling item in the Movement in Reserves Statement.

#### 1.24. Value Added Tax

Income and expenditure excludes any amounts related to VAT as all VAT collected is payable to HM Revenue & Customs and all VAT paid is recoverable from it.

### 1.25. Schools

The Code of Practice on Local Authority Accounting in the United Kingdom confirms that the balance of control for local authority maintained schools (i.e. those categories of school identified in the School Standards and Framework Act 1998, as amended) lies with the local authority. The Code also stipulates that those schools' assets, liabilities, reserves and cash flows are recognised in the local authority financial statements. Therefore schools' transactions, cash flows and balances are recognised in each of the financial statements of the authority as if they were the transactions, cash flows and balances of the authority.

## 1.26. Accounting for Council Tax and National Non Domestic Rates

The council tax and National Non Domestic Rates (NNDR) income included in the Comprehensive Income and Expenditure Statement is the City Fund's share of accrued income for the year. However, regulations determine the amount of council tax and NNDR that must be included in the City 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 City 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 City Fund's share of the end of year balances in respect of council tax and NNDR relating to arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

#### 1.27. Accounting for the London Business Rates Pool Pilot

In 2018-19 the City of London undertook the role of Lead Authority for the 100% London Business Rates Pool Pilot which borough together the business rates generated across the 32 London Boroughs, the City Corporation and the GLA. The City of London has continued this role on 2019-20 for the 75% London Business Rates Pool Pilot. In its role as Lead Authority, the City Corporation has received funds and made payments on behalf of the pool and retaining funds for distribution to pool members in the future. The City Corporation has treated these transactions as an agent on behalf of the pool members and therefore has not accounted for these transactions in its CIES. Any outstanding transaction to or from the pool are shown as a debtor or creditor balances on the City Corporation balance sheet.

## 2. Accounting Standard issued but not yet adopted

- 2.1 At the balance sheet date the following new standards and amendments to existing standards have been published but not yet adopted by the Code of Practice of Local Authority Accounting in the United Kingdom:
- IFRS 16 Leases will require local authorities that are lessees to recognise most leases on their balance sheets as right-of-use assets with corresponding lease liabilities (there is recognition for low-value and short-term leases). CIPFA/LASAAC have deferred implementation of IFRS16 for local government to 1 April 2021.
- IAS 19 Employee Benefits will require the remeasurement of net pension asset/liability following plan amendments, curtailments or settlements to be used to determine current service cost and net interest for the remainder of the year after the change to the plan. The updating of these assumptions only applies to changes from 1st April 2020 and, since this could result in positive, negative or no movement in the net pension liability, no prediction can be made of the possible accounting impact.



## **T Scope of Responsibility**

- 1. The City of London Corporation is the governing body of the Square Mile dedicated to a vibrant and thriving City, supporting a diverse and sustainable London within a globally-successful UK. It aims to contribute to a flourishing society, support a thriving economy and shape outstanding environments by strengthening the character, capacity and connections of the City, London and the UK for the benefit of people who live, learn, work and visit here. Its unique franchise arrangements support the achievement of these aims.
- 2. Although this statement has been prepared to reflect the City of London Corporation in its capacity as local authority, police authority and port health authority, which are paid for through the City Fund, the governance arrangements are applied by the Corporation to its other functions funded by City's Cash and the Bridge House Estates.
- 3. The City of London Corporation ("the City Corporation") is responsible for ensuring that its business is conducted in accordance with the law and proper standards of governance; that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively; and that arrangements are made to secure continuous improvement in the way its functions are operated.
- 4. In discharging this overall responsibility, the City Corporation is responsible for putting in place proper arrangements for the governance of its affairs and facilitating the effective exercise of its functions, which includes arrangements for the management of risk.
- 5. The City Corporation has approved and adopted a code of corporate governance which is consistent with the principles of the CIPFA/SOLACE <sup>2</sup>Framework *Delivering Good Governance in Local Government*. This statement explains how the City Corporation has complied with the code and also meets the requirements of regulation 6(1) of the Accounts and Audit (England) Regulations 2015, which requires all relevant bodies to prepare an annual governance statement.

## The Purpose of the Governance Framework

- 6. The governance framework comprises the systems and processes by which the City Corporation is directed and controlled and its activities through which it accounts to, engages with and leads its communities. It enables the City Corporation to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.
- 7. The system of internal control is a significant part of that framework and is designed to manage all risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable rather than absolute assurance of effectiveness. The City Corporation's system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of its policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them economically, efficiently and effectively.

<sup>&</sup>lt;sup>2</sup> CIPFA is the Chartered Institute of Public Finance and Accountancy SOLACE is the Society of Local Authority Chief Executives

8. The governance framework has been in place at the City Corporation for the year ended 31<sup>st</sup> March 2020 and up to the date of approval of the statement of accounts.

## **Key Elements of the Governance Framework**

## **Code of Corporate Governance**

- 9. The principles of good governance are embedded within a comprehensive published Code of Corporate Governance. This code covers both the local authority and police authority roles, and links together a framework of policies and procedures, including:
  - Standing Orders, which govern the conduct of the City Corporation's affairs, particularly the operation of Committees and the relationship between Members and officers;
  - Financial Regulations, which lay down rules that aim to ensure the proper management and safeguarding of the City Corporation's financial and other resources;
  - Terms of reference for each Committee;
  - A Scheme of Delegations, which defines the responsibility for decision-making and the exercise of authority;
  - A Members' Code of Conduct, which defines standards of personal behaviour;
  - A Standards Committee whose role is to promote high standards of Member behaviour and to deal with complaints made against Members, and oversight of the register of interests, gifts and hospitality;
  - A Code of Conduct for employees;
  - The Corporate Plan 2018-23;
  - A corporate complaints procedure, operated through the Town Clerk's Department, with a separate procedure in the Department of Community and Children's Services to comply with the relevant regulations, and a separate complaints process in respect of complaints about the City of London Police;
  - A corporate Project Toolkit and other detailed guidance for officers, including procedures and manuals for business-critical systems;
  - An anti-fraud and corruption strategy, including: anti-bribery arrangements; a social housing tenancy fraud, anti-fraud and prosecution policy; and a whistleblowing policy;
  - A Risk Management Strategy;
  - Job and person specifications for senior elected Members and the Court of Aldermen; and
  - A protocol for Member/officer relations.

- 10. The City Corporation's main decision-making body is the Court of Common Council, which brings together all of its elected Members. Members sit on a variety of committees which manage the organisation's different functions, and report to the Court of Common Council on progress and issues as appropriate. The Town Clerk and Chief Executive is the City Corporation's statutory head of paid service, and chairs the Chief Officers Group, and the Summit Group, which is the primary officer decision-making body. The Comptroller and City Solicitor discharges the role of monitoring officer under the Local Government and Housing Act 1989. The Chamberlain carries out the duties of the section 151 officer as necessitated by the Local Government Act 1972 which requires every local authority to appoint a suitably qualified officer responsible for the proper administration of its affairs.
- 11. The Court of Common Council is defined as the police authority for the City of London Police area in accordance with the provisions of the City of London Police Act 1839 and the Police Act 1996.
- 12. The role of the police authority is to ensure that the City of London Police runs an effective and efficient service by holding the Commissioner to account; to ensure value for money in the way the police is run; and set policing priorities taking into account the views of the community. These, and other key duties, are specifically delegated to the Police Authority Board. The Police Authority Board has the following Sub Committees and Boards to provide enhanced oversight in specific areas of police work:
  - The Professional Standards and Integrity Sub Committee has responsibility for providing detailed oversight over professional standards and integrity within the Force, and examines the casework of every single complaint recorded by the Force;
  - The Performance and Resource Management Sub Committee monitors performance against the Policing Plan and oversees management of risk, human and financial resources;
  - The Economic Crime Committee considers matters relating to the Force's national responsibilities for economic crime and fraud investigation, as well as local performance on tackling economic crime; and
  - The Police Pensions Board is responsible for securing compliance with police pension scheme regulations and other legislation relating to the governance and administration of the scheme.
- 13. Under the Localism Act 2011, the City Corporation is under a duty to promote and maintain high standards of conduct by Members and co-opted Members. In particular, the Court of Common Council must adopt and publicise a code dealing with the conduct that is expected of Members when they are acting in that capacity and have in place a mechanism for the making and investigation of complaints. The Court approved a revised Code of Conduct in March 2018, following a review by the Standards Working Party.
- 14. The City Corporation has appropriate arrangements in place under which written allegations of a breach of the Member Code of Conduct can be investigated and decisions on those allegations taken. A Complaints Procedure is in place and following a review a revised model came into force in the 2018/19 municipal year. A Dispensations Sub Committee exists for the purposes of considering requests from Members for a dispensation to speak or vote on certain matters (where they have a disclosable pecuniary interest and are otherwise prevented from participation) being considered at Committee meetings. A new dispensations policy was approved by the Court of Common Council in March 2019 and further reviewed, with advice

- obtained from Counsel engaged by the City Corporation, on 24<sup>th</sup> January 2020 with further changes being made. Elected and co-opted Members are invited to review and update their Member Declarations on an annual basis (although there is no statutory requirement to do so).
- 15. Under Section 28 of the Localism Act, the Common Council is required to appoint at least one Independent Person to support the standards arrangements. The Court of Common Council has made three appointments to the position of Independent Person.
- 16. The Localism Act also requires the Common Council to prepare and publish a Pay Policy Statement each year, setting out its approach to pay for the most senior and junior members of staff. The Pay Policy Statement for 2019/20 was agreed by the Court of Common Council in March 2019 and published on the City Corporation's website.
- 17. To assist in meeting the City Corporation's obligations under the Bribery Act 2010, officers with decision-making powers in relation to higher risk activities are required to make an annual declaration to confirm that they have met the requirements relating to potential conflicts of interest, as set out in the Employee Code of Conduct, and to confirm that they have not engaged in any conduct which might give rise to an offence under the Act.
- 18. As a result of the Protection of Freedoms Act 2011-12, revisions were agreed to the City Corporation's policy and procedures in respect of the Regulation of Investigatory Powers Act 2000 (RIPA), which regulates surveillance carried out by public authorities in the conduct of their business. A report was made in September 2017 to the Policy and Resources Committee on the City Corporation's use of RIPA powers. In November 2018, the Office of the Surveillance Commissioners conducted an inspection of the City Corporation's arrangements. The inspector concluded that the City Corporation is keen to set and maintain standards and has a sound RIPA structure, with good policies and procedures.
- 19. In November 2019 following changes to legislation and best practice amendments, the City Corporation's RIPA Policy and Procedure document was updated to reflect these changes and to ensure continued compliance in relation to the procedural requirements of handling applications submitted under RIPA.

# Standards Committee

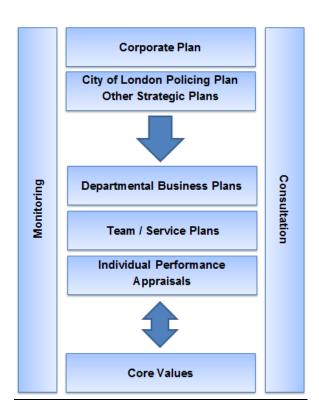
- 20. The Standards Committee oversees the conduct of Members and Co-opted Members in all areas of the City of London Corporation's activities be it local authority, police authority or non-local authority functions. Its main responsibility is to promote and maintain high standards of conduct by elected Members and Members co-opted on to City of London Committees.
- 21. Its functions include:
  - monitoring and regularly reviewing the operation of the Code of Conduct for Members and related procedures;
  - considering any alleged breaches of the Code;
  - monitoring Members' declarations to ensure compliance with both the statutory and local registration requirements;
  - regularly reviewing the complaints procedure and dispensations arrangements; and submitting an annual report to the Court of Common Council.

- 22. In March 2019 a new and extensively consulted upon guidance and policy came into effect. However a petition relating to the Dispensations Policy was considered by the Committee alongside other relevant matters, including the Principles of Public Life, general public confidence in local government and the City Corporation in particular, and non-Localism Act requirements/restrictions in relation to conflicts of interest. Much of this municipal year has therefore been focused on the further refinement and liberalisation of our Dispensations Policy.
- 23. At the January 2020 meeting of the Standards Committee, Members considered the opinion of Counsel. The Committee voted nine in favour with one abstention, to accept his opinion that the approach suggested by the elected Member regarding the granting of 'general' dispensations was unlawful. The Committee then continued to agree ways in which we are able to further liberalise the policy.
- 24. The Committee undertakes an annual review of the Protocol on Member/Officer Relations. During 2019/20, eight alleged breaches of the Members' Code of Conduct were considered in accordance with the agreed procedure.
- 25. A comprehensive package of learning and development was offered to all new and returning Members. This included briefing sessions on the Member Code of Conduct and the Member/Officer Protocol, as well as other aspects of the governance framework i.e. how decisions are taken, Standing Orders and financial regulations.

## **Electoral arrangements**

- 26. The City Corporation administers electoral registration and elections in the City of London and maintains an accurate database of organisations and individuals in the City of London who are eligible to register to vote. For these purposes, three separate registers are maintained: the Common Hall Register of Liverymen, the Ward Lists and the Electoral Register.
- 27. Common Hall is a meeting of the Liverymen of the City of London Livery Companies, held at Guildhall twice a year, to elect municipal officers including the Sheriffs and the Lord Mayor. The Lord Mayor is elected annually at Michaelmas, on 29 September, and the City's Sheriffs are elected after Midsummer day on 24 June. The main role of the Sheriffs is to support the Lord Mayor in their official duties undertaken on behalf of the City Corporation.
- 28. Throughout the year, all premises in the City of London are visited to identify eligible organisations for the purpose of registration on the City of London Ward Lists. The Ward Lists, which are updated annually and published every February, are used for elections for Aldermen and Members of the Court of Common Council. At national and London-wide elections, the Electoral Register is used. This is updated annually alongside the Ward Lists.
- 29. The City Corporation also provides advice to Members, candidates and election agents on a wide range of electoral matters, and guidance to those wishing to serve.
- 30. Four by-elections were held in 2019/20 and returned four new Members of the Court of Common Council. One Aldermanic election was also contested, which resulted in the sitting Alderman being re-elected. Five further Alderman were returned in 2019/20 following uncontested elections.

## **Business Strategy and Planning Process**



- 31. The City Corporation has a clear hierarchy of plans, setting out its ambitions and priorities:
  - The Corporate Plan 2018-23 is the strategic framework for all the City Corporation's work between 2018 and 2023. It includes a statement of the City Corporation's vision, aims, responsibilities, capabilities and commitments. It was approved by Court of Common Council on 8<sup>th</sup> March 2018 and introduced on 1<sup>st</sup> April 2018.

- The City of London Police Corporate Plan 2018-23 sets out the ambitions and high-level commitments for the Force. Its Policing Plan details the policing priorities and shows how these will be delivered over the coming year. It also contains all the measures and targets against which the Police Committee hold the City of London Police to account.
- 32. Plans and strategies are informed by a range of consultation arrangements, such as City-wide residents' meetings, representative user groups and surveys of stakeholders. The City Corporation has a unique franchise, giving businesses (a key constituency) a direct say in the running of the City, and a range of engagement activities, including through the Lord Mayor, Chair of Policy & Resources Committee and the Innovation & Growth Division (formerly known as the Economic Development Office). An annual consultation meeting was held in early spring 2019 for business rates and council taxpayers, and another two for residents in May 2019.
- 33. The Health and Social Care Act 2012 transferred responsibility for health improvement of local populations to local authorities in England, with effect from 1<sup>st</sup> April 2013. The new duties included the establishment of a Health and Wellbeing Board, which provides collective leadership to improve health and wellbeing for the local area.

## <u>Information Management Strategy</u>

- 34. The 2009 Information Management Strategy has been updated and refreshed and was approved by Summit Group in March 2019. It sets out the headline approach to information management in the City Corporation. It summarises the current position, gives a vision of where we want to be and proposes a set of actions to start us on the path to that vision. The strategy defines our approach to the other key elements for information management, in particular data security and data sharing.
- 35. Overall responsibility for Information Management Governance and cyber-security is vested in the Digital Services (Finance) Sub Committee (formerly known as the Information Technology (Finance) Sub Committee). The Information Management Board reports to the Summit Group. The Comptroller and City Solicitor is the Senior Information Risk Owner (SIRO) and work continues to identify Information Asset Owners (IAO) and other key IM roles within departments. Key tasks include the building and maintenance of an information asset register.
- 36. The City Corporation has undertaken a thorough review and updated its policies and procedures following the implementation of the General Data Protection Regulation (GDPR) on 25<sup>th</sup> May 2018, together with a programme of training for officers and Members across departments and institutions. Over 90% of the City Corporation staff have completed their training.

# **Financial Management Arrangements**

37. The Chamberlain is the Chief Finance Officer in accordance with section 151 of the Local Government Act 1972 and has overall responsibility for the proper administration of the City's financial affairs. In 2010 CIPFA issued a "Statement on the Role of the Chief Financial Officer in Local Government" which defines the key responsibilities of this role and sets out how the requirements of legislation and professional standards should be met. The

<sup>&</sup>lt;sup>3</sup> Updated in 2016

City's financial management arrangements conform to the governance requirements of the Statement. The Chamberlain also fulfils the role of Treasurer of the Police Authority.

- 38. The system of internal control is based on a framework of regular management information, financial regulations, administrative procedures (including segregation of duties), management supervision, a system of delegation and accountability, and independent scrutiny. In particular the system includes:
  - a rolling in-depth survey of the City Corporation's forecast position over a five-year period;
  - comprehensive budget setting processes;
  - monthly, quarterly and annual financial reports that indicate performance against budgets and forecasts;
  - access by all departmental and central finance staff to systems providing a suite of enquiries and reports to facilitate effective financial management on an ongoing basis;
  - ongoing contact and communication between central finance officers and departmental finance officers;
  - clearly defined capital expenditure guidelines;
  - formal project management disciplines;
  - the provision of high-quality advice across the organisation;
  - an internal audit service combining in-house staff with external knowledge and expertise;
  - insuring against specific risks;
  - scrutiny by Members, OFSTED, CQC, HMICFRS, other inspectorates, External Audit and other stakeholders; and
  - requests for Members and Chief Officers to disclose related party transactions including instances where their close family have completed transactions with the City Corporation.
- 39. The City Corporation has a long-standing and in-built culture of maximising returns from its resources and seeking value for money. It assesses the scope for improvements in efficiency/value for money at a corporate and service level by a variety of means, including improvement priorities set by the Policy & Resources Committee through the annual resource allocation process, and internal examination and review by the Efficiency & Performance (Finance) Sub Committee.
- 40. Following approval by the Court of Common Council in October 2016, an Efficiency and Sustainability Plan for the City Corporation was submitted to and accepted by the Department for Communities and Local Government (now the Ministry for Housing, Communities and Local Government). This

provided a degree of certainty over central government funding for the period from 2016/17 to 2019/20. It also established a framework for continuous efficiency improvement beyond 2017/18 when the Service Based Review programme was completed. A 2% per annum budget reduction target to deliver sufficient efficiencies across the City Corporation's funds continued during 2019/20. This was established to sustain these budgets over the medium term and allow for planned investment in services through a Priorities Investment Pot.

- 41. The Efficiency & Performance Sub Committee has responsibility for monitoring and oversight of the Efficiency and Sustainability Plan and of departmental Economy, Efficiency and Effectiveness (EEE) Health Checks. These include consideration of income, helping to embed further a value for money culture within the City Corporation's business planning processes.
- 42. The EEE Health Checks are designed to achieve better alignment of business plans to the Corporate Plan, the delivery of the 2% year-on-year Efficiency and Sustainability Plan in local risk budgets, and to enable the Efficiency & Performance Sub-Committee to fulfil its duty to review periodically the performance of each Chief Officer in order to promote efficiency and value for money.
- 43. A Fundamental Review was conducted in 2019/20 in order to align spending with the Corporate Plan and strengthen financial discipline in a time of declining resources. The objective was to ensure that resources are more effectively applied. The review related to City's Cash and the City Fund but did not include Bridge House Estates or the City of London Police as these are funded differently. Departments were tasked with submitting options for consideration by the Resource Allocation (Policy & Resources) Sub Committee at its annual informal away day. Selected options were built into budgets for future years and a commitment was given to reviewing the operating model and Member governance arrangements. Work has commenced on these reviews and an officer group is taking a corporate view of the commercial opportunities put forward and will bring forward proposals in due course.
- 44. During 2018/19, the Procurement Sub Committee was established. This Sub Committee is responsible for scrutinising and ensuring value for money is obtained on all City Corporation and City of London Police procurement contracts with of value of over £2m at key stages, including initial tender strategy to final contract award sign off. The Sub Committee also ensure compliance with the UK Public Contract Regulations and the Corporation's Procurement Code.
- 45. Prior to the coronavirus outbreak, forecasts indicated a surplus in 2020/21, although moving to a deficit position from 2021/22 with, the inclusion of funding for the Museum of London relocation and delivery of the Combined Courts. More recently, however, the City Corporation is facing an earlier financial challenge as a result of a drop in revenue income and a predicted reduction in business rates. The Medium-Term Financial Plan has now been reworked and the budget revised. This will impact on the Fundamental Review as the scale of the challenge becomes clearer.
- 46. The economic outlook and public finances remain uncertain following the EU Referendum and there is no guarantee that government funding will be not be revised further downwards in later years. The Ministry of Housing, Communities and Local Government has been consulting on a Fair Funding Review that will recalculate the baseline grant for City Fund from 2020/21. This may coincide with a move to greater business rates retention nationally, under consultation for implementation by 2020/21. The position is being monitored on an ongoing basis.

- 47. The City of London Police manages its budget on a ring-fenced basis. In year work on the Medium-Term Financial Plan for the City of London Police has reduced forecast deficits through a combination of savings from the Police's Transform Programme and additional funding. Outturn for 19/20 was managed within the Police's budget, and a balanced budget has been set for 20/21 which has included additional Home Office funding for uplift in Police Officers. The City Corporation has previously invested additional funding for Police capital priorities and, from 20/21, is moving to a loan-based capital funding mechanism. The City Corporation is also committing capital funding towards the Police Accommodation Strategy and Secure City infrastructure requirements.
- 48. The Police Performance & Resource Management Sub Committee's responsibilities include overseeing the Police's resource management in order to maximise the economic, efficient and effective use of resources to deliver its strategic priorities; monitoring government and other external agencies' policies and actions relating to police performance; overseeing the Police's risk management arrangements; ensuring continuous improvement in the Police's finance function and financial accounting systems; and ensuring that the Police delivers value for money. The Sub Committee also receives regular updates on the work of internal audit in relation to the Police and inspection reports from HMICFRS.
- 49. The Policy & Resources Committee determines the level of the City Corporation's own resources to be made available to finance capital projects on the basis of a recommendation from the Resource Allocation Sub Committee. Ordinarily, such projects are financed from capital rather than revenue resources, and major projects from provisions set aside in financial forecasts.
- 50. The City Corporation has a number of procedures in place to ensure that its policies and the principles that underpin them are implemented economically, efficiently and effectively. This framework includes:
  - Financial Strategy This provides a common base for guiding the City Corporation's approach to managing financial resources and includes the pursuit of budget policies that seek to achieve a sustainable level of revenue spending and create headroom for capital investment and policy initiatives;
  - Budget policy The key policy is to balance current expenditure and current income over the medium term. Both blanket pressure and targeted reviews are applied to encourage Chief Officers continuously to seek improved efficiency;
  - Annual resource allocation process This is the framework within which the City Corporation makes judgements on adjustments to resource levels and ensures that these are properly implemented;
  - Corporate Property Asset Management Strategy This aims to ensure that the City Corporation's operational assets are managed effectively, efficiently and sustainably, in support of the organisation's strategic priorities and business needs;
  - Capital project evaluation, management and monitoring The City Corporation has a comprehensive system of controls covering the entire life cycle of capital and major revenue projects. An annual bids process was introduced from 2019/20 to enable Members to prioritise projects and align with the Corporate Plan objectives; and

- Treasury Management and Investment Strategies Setting out the arrangements for the management of the City Corporation's investments, borrowing, cash flows, banking and money market transactions; the effective control of risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
- 51. Consideration is given to efficiency during the development and approval stages of all major projects, with expected efficiency gains quantified within reports to Members.
- 52. The performance of the City Corporation's financial and property investments is monitored and benchmarked regularly, both in-house and independently, through experts in the field.
- 53. The City Corporation's project management and procurement arrangements provide a consistent approach to project management and co-ordination of the portfolio of projects across the organisation. The Projects Sub Committee meets monthly to ensure that projects align with corporate objectives and strategy and provide value for money.

#### Risk Management

- 54. In January 2020, the Audit & Risk Management Committee approved a revised and updated Risk Management Strategy that includes an updated policy statement and a revised framework, which aligns with the key principles of ISO 31000:2018 Risk Management Principles and Guidelines, and defines clearly the roles and responsibilities of officers, senior management and Members. The strategy emphasises risk management as a key element within the City's systems of corporate governance and establishes a clear system for the evaluation of risk and escalation of emerging issues to the appropriate scrutiny level. The strategy assists in ensuring that risk management continues to be integrated by Chief Officers within their business and service planning and aligned to departmental objectives. It will be reviewed on annual basis.
- 55. Strategic decisions on risk management are made by the Summit Group. On a quarterly basis Summit Group receives risk update reports and is responsible for approving new corporate risks. The Chief Officer Risk Management Group (CORMG), acting on behalf of Summit Group, meets quarterly to undertake a more in-depth review of the corporate and top departmental-level red risks. CORMG also makes recommendations to Summit Group for new corporate risks.
- 56. During 2019/20, the Committee has exercised its oversight role in a number of ways. In addition to receiving quarterly risk update reports, which contain information about the corporate and red departmental level risks, it considers and endorses new corporate risks. The Committee continues to operate a cycle of regular departmental risk challenge sessions with Chief Officers and their respective Committee Chairmen, of which there were five in 2019/20. The Committee has received nine deep-dive reports, including the safeguarding, resilience, information security and Police funding.
- 57. The last committee meeting of this municipal year (31 March 2020) was disrupted by the COVID-19 emergency. As a result, the two corporate risk deep-dive reports and the Chief Officer risk challenge were rescheduled for 2020/21.

58. The corporate risk register contains 19 risks, including six new risks that have been added during the last year. One risk, GDPR, has been determined now to be managed at a departmental level.

## **Health & Safety and Wellbeing**

- 59. The Health & Safety at Work etc. Act 1974 requires the City as an employer to ensure that it implements systems for the protection of its staff and others affected by its activities. The City Corporation health and safety management system is aligned to HSG65, the Health and Safety Executive's (HSE) guidance document on the essential philosophy of good health and safety. The City Corporation systems will remain aligned with this guidance, to ensure that safety becomes part of normal business by applying a practical, sensible and common-sense approach.
- 60. Corporate Risk 09 (Health Safety and Wellbeing) concerns the City's Health and Safety Management System and its application. Effective health and safety management enables innovation, growth and enhances productivity, as well as helping the City Corporation to achieve its strategic objectives. The Health Safety and Wellbeing (People) Team (in Corporate HR) is the custodian of the health and safety management system. In 2019/20 a revised risk description was agreed so it is better aligned to the City Corporations objectives and remains relevant.
- 61. The City Corporation has an effective Chief Officer-led Health, Safety & Wellbeing Committee which is chaired by the Town Clerk & Chief Executive.

  This sets the tone from the top and facilitates buy-in. Its function is to advise and make recommendations to the City Corporation's Chief Officers on matters relating to the overall management of health, safety and wellbeing as established under the Health, Safety and Wellbeing Policy.
- 62. Training and development for Senior Management in larger organisations is one of the most important parts of any safety programme. The senior leadership team must be 'on-board' in order to give the safety initiative weight and to understand how good safety practice contributes directly to service delivery, profitability or both. Senior managers need to understand their own role and accountabilities in 'making safety happen' (particularly in light of the Corporate Manslaughter legislation). Without the support and 'buy-in' of the senior management team, any health and safety programme will inevitably falter and fail to deliver the benefits expected.
- 63. A programme of interactive senior leadership health and safety briefings was delivered in 2019/20 for Chief Officers and their reports. This included all the higher risk profile departments as represented on the Health, Safety & Wellbeing Committee. In addition, briefings were completed for two of the City Corporation's independent schools and for the Guildhall School of Music and Drama. There is an established annual inspection and audit programme for property and people health and safety. For example, audit inspections and compliance checks have focused on water hygiene (legionella), fire safety, asbestos management, bulk fuel storage, workplace transport and lone working/preventing violence. These are currently considered to be the City Corporation's areas of higher risk profile.
- 64. A new Corporate Policy on Lifting and Work Equipment was drafted and implemented, and the Corporate Policy on Legionella and Corporate Health and Safety Building Compliance Standards were revised in 2019/20.

- 65. The City Corporation has established Key Performance Indicators (KPIs) for health and safety including accident/incident reporting and investigation. The health and safety professionals have supported departments with their more challenging and/or significant health and safety investigations. This has helped to ensure that lessons are learned and are fed back into the development of the health and safety management system.
- 66. In September 2019, the Health, Safety and Wellbeing Committee took the opportunity to refresh and develop/augment health, safety and wellbeing performance measures. A revised corporate health, safety and wellbeing dashboard, with agreed performance measures reported at a set frequency, has been produced to help to drive performance (including statutory compliance) and facilitate positive behaviour change.
- 67. The Pentana Risk Management Information System is used to manage significant health and safety risks. Pentana enables departments to highlight their safety risks as a 'Top X' risk, emphasising any activities with considerable implications that are un-mitigated, or where there is a lack of clarity. Significant fire safety support has been provided to several departments, including the Barbican Centre, Guildhall School of Music and Drama, the Department for Community and Children's Services and Mansion House & Central Criminal Court.
- 68. In 2019/20 there has been no health and safety enforcement action by the HSE. In June 2019, a member of the public drowned in Hampstead men's pond. The incident was notified to the HSE, and they subsequently undertook a robust investigation. This included interviews with staff and the swimming community. Documentation from the safety management system was also interrogated including site safety procedures, risk assessments, evidence of training and local monitoring and testing arrangements. The HSE has confirmed in writing that no further action is being taken against the City Corporation. Robust application of our safety management system has a 'protective' effect.
- 69. The Corporate Transport Policy is currently being refreshed. After being approved for onward consultation there was no challenge from Chief Officers, and it was due to go to Summit Group, but this has been put on hold during the Coronavirus pandemic.
- 70. There were no prosecutions or fire enforcement notices against the City Corporation in 2019/20. However, the organisation did receive one non-statutory deficiency notice that related to only one site and was issued by the London Fire Brigade. The notice relates to Longland Court, a block of flats on the Avondale Square Estate. The flats are owned by the City Corporation and are part of the housing portfolio managed by Community & Children's Services. Action was taken immediately and the notice is now closed.
- 71. The top (and persistent) reason for reported sickness absence at the City Corporation is *anxiety/stress/depression/other psychiatric illnesses*. Grounded in a growing body of evidence, including awareness of best practice, and following a report to Establishment Committee in 2018, the "CityWell" (employee wellbeing) programme has been re-focused on mental health as the top priority, supported by a wider health promotion / wellness programme. There is a mental health and wellbeing action plan which was refreshed during 2019/20.
- 72. The CityWell wellbeing strategy is a strong employee brand and has helped embed the wellbeing programme at the City Corporation. The CityWell programme has been re-focused on mental health as the top priority with mandatory training for managers supported by a wider health promotion and wellness programme.
- 73. Mental Health First Aid (MHFA) training is analogous to physical first aid. Whilst not a legal requirement, one is more likely to meet someone suffering distress / suicidal thoughts than someone experiencing physical ill-health or injury requiring intervention. The City Corporation took the decision to

train in-house Mental Health First Aid Instructors and roll-out an internal programme of accredited MHFA training across the corporation. To date over 150 MH First Aiders have been trained.

## **Business Continuity**

- 74. The Civil Contingencies Act 2004 requires the Court of Common Council, as a Category 1 responder, to maintain plans to ensure that it can continue to exercise its functions in the event of an emergency. The City Corporation Resilience Team has overall responsibility for maintaining Business Continuity Management arrangements across the organisation, and providing support, advice and guidance for officers developing business continuity plans within their departments. This includes the testing and exercising of these plans on a regular basis.
- 75. The City Corporation has an overarching Business Continuity Strategy and Framework and each department has its own business continuity arrangements. Both corporate and departmental arrangements are regularly reviewed to ensure they align with the relevant national and local risk registers and business objectives. Officers from the different departments share best practice and validate their arrangements through the Emergency Planning & Business Continuity Steering Group, which convenes each quarter following the previously established Resilience Steering Group. The group works on highlighted actions that have been set at previous meetings. It is also currently working its way through actions from its most recent Independence Assurance Review, conducted by the Emergency Planning College in October 2018.
- 76. Business Continuity testing is undertaken periodically by departments, with the intention of testing their ability to cope under pressure. Testing scenarios are based on adverse effects and 'worst case' events which aim to limit 'Business as Usual' operations, and are derived from departmental emergency management and business continuity plans, national and local risk register documentation, previous lessons learned and horizon-scanning events. Testing is undertaken in formats including live play exercise, table-top/workshop, and seminar/discussion exercises, and is based on objectives which aim to be specific, measurable, achievable, realistic and targeted towards departmental functions. Information is captured throughout testing and fed back to the departments being exercised. Reports are produced and any lessons learned are sought to be implemented.
- 77. Programme management of the City Corporation's business continuity management system (BCMS) lies with the Resilience Planning Team, and all departments play a role in it. Minimum standards for London were previously set for London local authorities in relation to resilience and business continuity planning. In 2019, these standards were replaced by a London-wide Independent Assurance Process and a new 2020 Resilience Standard for London Governance, which applies to all London local authorities. The Resilience Team has aligned City Corporation arrangements with these new standards. It has participated in all the Pan-London training requirements related to the new Resilience Standards for London and continues to represent the City Corporation at all workshops and training events organised by 'London Resilience'.
- 78. The Resilience Team continues its ongoing work with the IT service provider Agilisys to ensure robust business continuity plans dovetail with IT functions and critical services. Departmental business continuity plans were activated in March 2020 in response to the COVID-19 pandemic. The City Corporation as a whole transitioned smoothly to its working from home arrangements as well as maintaining and delivering its key and critical services across the organisation. As part of the current response to Covid-19, the City Corporation has had to adapt its business continuity planning

arrangements to incorporate the delivery of critical services and focus on business recovery plans simultaneously during the response and transition to recovery.

- 79. The Resilience Team recognised there was a requirement to provide a software system to assist its Business Continuity Management (BCM) and support the process of identifying business impact analysis within those arrangements. Through research, a company was identified which provides business continuity software systems to help better manage organisational BCM. Prior to Covid-19 the Resilience Team were in the process of trialling this system in a test portal built specifically for the City Corporation, and departmental business continuity representatives were invited to test this system. On completion of the trial they were all in agreement with its ability to successfully support the City Corporation's business continuity arrangements. We are currently looking at the next phase of this process with the view to procuring the system.
- 80. Due to its location as an international financial and business hub, the City (Square Mile) remains an attractive location for protest groups to demonstrate attempting to maximize publicity both nationally and globally. The City has previously experienced an array of protests and demonstrations. However, by working with business and emergency service partners to ensure robust Business Continuity and emergency response plans are in place, the City Corporation has maintained 'business as usual' during these disruptions, thus enhancing its reputation of working with and supporting business and local communities within the City.

## Role of Internal Audit

- 81. Internal Audit plays a central role in providing the required assurance on the adequacy of internal controls through its comprehensive risk-based audit programme, with key risk areas being reviewed annually. This is reinforced by consultation with Chief Officers and departmental heads on perceived risk and by a rigorous follow-up audit regime.
- 82. The internal audit process is supported, monitored and overseen by the Audit & Risk Management Committee in accordance with the Public Sector Internal Audit Standards. An Audit Charter is in place and reviewed annually, most recently ratified by the Audit & Risk Management Committee in March 2020. This defines the role of Internal Audit, and sets out accountability, reporting lines and relationships that Internal Audit has with the Audit & Risk Management Committee, Town Clerk & Chief Executive, Chamberlain and Chief Officers.
- 83. The Internal Audit Section operates under the requirements of the Public Sector Internal Audit Standards (PSIAS). The City of London's internal audit function was subject to an External Quality Assessment (EQA) by Mazars LLP in February 2017 and assessed as "generally conforms" to the new standard. An EQA is undertaken every five years in accordance with the PSIAS, with an annual self-assessment undertaken annually.
- 84. The anti-fraud and investigation function continues to be effective in identifying and investigating allegations of fraud and corruption, with mature processes in place to tackle fraud across the City Corporation's social housing estates; along with conducting a wide range of risk-based anti-fraud and awareness activities. The Audit & Risk Management Committee is provided with six-monthly anti-fraud and investigation update reports which detail the anti-fraud and investigation activity undertaken by the Anti-Fraud Team and provides progress against the strategic pro-active anti-fraud plan.

## Performance Management

- 85. The corporate business planning framework sets out the planning cycle with clear linkages between the different levels of policy, strategy, target setting, planning and action (the "Golden Thread"). We are looking to make these links more robust in coming years, but the following list describes the current process.
  - All departments are required to produce annual departmental business plans and submit high-level summaries of their plans for approval by the
    relevant service committee(s). These are all linked to the overall Corporate Plan and show key objectives alongside financial and staffing
    resources. All departments are required to report regularly to their service committees with progress against their business plan objectives and
    with financial monitoring information. The exceptions are City of London Police, the Guildhall School of Music and Drama and the three
    independent schools as they are governed and funded differently.
  - The same departments are also required to produce business plan workbooks which list all their workstreams and show linkages to corporate outcomes, strategies and performance indicators so that, once all the information is available, analysis can be undertaken by the Corporate Strategy & Performance Team as to their targeted and actual impacts on corporate goals.
  - In 2019/20, 2020/21 business plans were presented to committee alongside 2020/21 budget estimates for the first time. This was done to provide Members with better information about priorities and departmental resource allocation proposals to promote debate and good decision-making. This presented some issues and challenges as departmental business plans do not currently align with committee budgets. The ongoing reviews of the operating model and Member governance arrangements will take these challenges into account.
  - Performance and Development Appraisals are carried out for all staff. In 2019/20 a new appraisal framework was rolled out which was designed to link directly to the Corporate Plan 2018-23. The appraisals are used to set individual objectives and targets and to identify learning and development needs that are linked to business needs. In 2019/20 pay progression was linked to performance assessments under the appraisal process but following feedback from staff the approach has been revised and the direct link removed. With effect from February 2020, a new performance development approach has been adopted. The aim of this approach is to help establish a culture of coaching conversations around recognising the value of our employees as well as the organisation maximising its performance and future potential. The coaching conversation approach is aimed at helping to deliver the Corporate Plan objectives and to make sure we have developed the right skills and behaviours across the organisation. There are now no overall assessment criteria on the Appraisal form (i.e. Improvement Required, Good, Very Good or Outstanding) but line managers can make recommendations for a reward to Chief Officers.

- 86. Following the Fundamental Review, work commenced to design and develop a Corporate Performance Framework which will act as a single source of performance information on Key Performance Indicators across the whole of the City Corporation and enable comparison with publicly-held benchmarking data. It is being built in Microsoft PowerBI for ease of analysis, to support the production of easy to understand reports and so that it can be quickly adapted to changes to the operating model and Member governance structures. The intention is that it will be used to provide performance information for scrutiny at committee, corporate, strategic, departmental, service and operational levels, as well as in published reports.
- 87. Performance is communicated to Council Tax and Business Rate payers through the City-wide residents' meetings, the annual business ratepayers' consultation meeting and regular electronic and written publications, including an annual overview of the accounts.

#### Audit and Risk Management Committee

- 88. The Audit & Risk Management Committee is an enhanced source of scrutiny and assurance over the City Corporation's governance arrangements. It considers and approves internal and external audit plans, receives reports from the Head of Audit & Risk Management, external audit and other relevant external inspectorates, including HMICFRS, as to the extent that the City Corporation can rely on its system of internal control. The Committee reviews the financial statements of the City Corporation prior to recommending approval by the Finance Committee and considers the formal reports, letters and recommendations of the City Corporation's external auditors. The Committee also monitors and oversees the City Corporation's Risk Management Strategy. The Committee undertakes a systematic programme of detailed reviews of each of the risks on the City Corporation's Corporate Risk Register.
- 89. During 2019/20, the Committee continued its schedule of departmental risk challenge sessions. The Committee reviews the risks and risk management process for each department, on a rotating basis, with one department being invited to each meeting. These reviews are attended by the relevant Chairman and Chief Officer, with support and challenge applied so that risks are fully understood, and clear mitigation plans are in place. The Committee has also actively promoted a process for the regular reporting of top departmental risks to Service Committees, to encourage all Members to engage with the management of risk.
- 90. The Committee has strongly supported the internal audit function by setting clear performance expectations for Chief Officers in the timely implementation of audit recommendations, as well as ensuring internal audit's independence is fully recognised.
- 91. The Committee has a link to the Police Performance & Resource Management Sub Committee through the appointment of two of its Members to this Sub Committee.
- 92. The Committee has supported the management of the Information Security corporate risk, highlighting the mandatory awareness training for all staff, resulting in a significant increase in the percentage of staff fully completing this training.

93. The Committee has taken a keen interest in cyber-security risks and remains committed to supporting the continuous development of cyber security across the City Corporation, including the incorporation into the City Corporation's controls of lessons learned from good practice elsewhere in the private and public sectors.

# **COVID-19 Impact**

- 94. On 23<sup>rd</sup> March, the Prime Minister announced a period of 'lockdown' for the country to limit the spread of COVID-19. As a result of restrictions on travel and other measures which have been implemented, all staff in the City of London Corporation who were able to work at home were asked to do so, and many of our sites were shut to all but essential workers. The main exceptions were the Central Criminal Court, Markets and Port Health and Open Spaces including Cemetery and Crematorium functions, which continued to be staffed in person in the main. The restrictions also meant that the City Corporation was initially unable to undertake its decision-making processes in the usual fashion for approximately five weeks. During this period, some committees were consulted electronically or met virtually on an informal basis to consider items that required decisions, prior to formal decisions being taken under the urgency procedures.
- 95. To allow for greater transparency and public scrutiny during this period, steps were taken to utilise the existing committee management software to allow for weekly reporting of urgent decisions taken, together with relevant background information.
- 96. The introduction of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 resolved some of the more pressing issues by permitting formal decision-making meetings to be undertaken virtually and facilitating public scrutiny.
- 97. From the end of April, formal committee meetings have been carried out virtually. Formal decisions are taken by Members, and the public is able to observe these meetings through a livestream on YouTube, which is now recorded and accessible to view for approximately one year.
- 98. Initially a decision was taken to postpone the appointment of committees at the beginning of municipal year and for all appointments to continue until April 2021. However, the first annual meeting of the Court of Common Council was able to be conducted virtually on 16 July 2020, at which time the Court appointed its committees. Committee elections took place in the subsequent months to elect Chairmen, Deputy Chairmen and to appoint Members to the relevant sub-committees, consultative committees and working parties.
- 99. In line with Government guidance, committee meetings continue to be held virtually.

- 100. The COVID-19 outbreak has also led to legislation being passed to suspend all local government elections until May 2021. Whilst the provisions do not apply to the City elections, given the national position, the uncertainty about the length of time during which the restrictions and effects on normal activities might be in place the date of next ordinary Common Council elections has been postponed from 18 March 2021 until 23 March 2022. Successful candidates would then serve a three-year term.
- 101. An in-year re-budgeting exercise has been carried out to assist in repairing the damage to the City's budgets arising from the COVID-19 pandemic. This was seen as a vital step in ensuring that we put our finances on a sustainable footing for the medium term.
- 102. Other areas affected in the year 2020/21 include the annual City-wide residents' meetings. The meetings scheduled for May were postponed and a single meeting will be held virtually in December 2020. Other activities have also needed to be carried out by different means due to continued social distancing requirements.

#### **Review of Effectiveness**

- 103. The City Corporation has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the internal auditors and managers within the authority who have responsibility for the development and maintenance of the governance environment and also by comments made by the external auditors and other review agencies and inspectorates.
- 104. Processes that have applied in maintaining and reviewing the effectiveness of the governance framework include scrutiny primarily by the Policy & Resources, Finance, Police, Audit & Risk Management, Investment, and Standards Committees; and the Resource Allocation, Police Performance & Resource Management, and Efficiency & Performance Sub Committees.
- 105. Each year training events and briefing sessions are provided for Members as part of the Member Development Programme to ensure that they are aware of current and emerging issues, how the City Corporation is delivering its services and responding to changing priorities; and the role of decision-makers. Amongst other things, in 2019/20 sessions included Media Awareness and Social Media; Corporate Parenting; and Equality, Inclusion and Diversity.
- In September 2019, the Policy & Resources Committee agreed that a comprehensive and independent review of the City Corporation's governance arrangements should be undertaken in parallel with the Fundamental Review. The Court of Common Council endorsed this approach at its October 2019 meeting. Lord Lisvain's report has now been received and Members are working through its recommendations, considering which should be implemented and to what extent.

## **Head of Internal Audit's Opinion**

107. The Public Sector Internal Audit Standards require the Head of Internal Audit to deliver an annual internal audit opinion and report that can be used by the City Corporation to inform its Annual Governance Statement. The Head of Internal Audit is satisfied that sufficient quantity and coverage of internal audit work and other independent assurance work has been undertaken to allow them to draw a reasonable conclusion as to the adequacy and effectiveness of the City's risk management, control and governance processes. In their opinion, the City Corporation has adequate and effective systems

- of internal control in place to manage the achievement of its objectives. In giving this opinion they have noted that assurance can never be absolute and, therefore, only reasonable assurance can be provided that there are no major weaknesses in these processes.
- 108. Notwithstanding this overall opinion, internal audit's work identified a number of opportunities for improving controls and procedures, which are documented in each individual audit report. A 'red' (limited) assurance opinion was provided in 6 of the 65 Internal Audit reviews completed in 2019/20, within which, 18 red and 26 amber priority recommendations were raised.
- 109. Following an effectiveness review undertaken by the Head of Audit & Risk Management, a revised process has been adopted for following-up action taken by management to implement recommendations raised. It is anticipated that the new approach will be more efficient for both management and the Internal Audit Team and will result in greater clarity in reporting to Members where significant control weaknesses remain.
- 110. Internal audit work continues to identify improvement areas for management; albeit, the overall opinion provided on the City's internal control environment is that it remains adequate and effective. There is a high level of acceptance of recommendations.

## **Future Work Programme**

- 111. The governance framework is constantly evolving due to service and regulatory developments and assessments. Improvement plans have been compiled in response to the reports and assessments summarised above. Controls to manage principal risks are constantly monitored, in particular for services with statutory responsibilities for the safety of vulnerable people. The City Corporation proposes over the coming year to take the following steps to maintain, develop and strengthen the existing governance framework:
  - Review the City Corporation's governance arrangements against the requirements of the CIPFA/Solace framework *Delivering Good Governance in Local Government 2016* and following the Fundamental Review.
  - Develop a new operating model for the City Corporation that allows for effective delivery of the Corporate Plan within a sustainable Medium-Term Financial Plan.
  - Improve the links made between the different levels of policy, strategy, target-setting, planning and action via changes to the business planning process, specifically links to finances and risks.
  - Continue building the Corporate Performance Framework and populating it with data against a set of outcome-based measures for the whole City Corporation, that demonstrate impact and progress towards delivering the Corporate Plan 2018-23.
  - Undertake an annual update for the registration and publication of declarations of interest by the City Corporation's Members and Co-opted Members.
  - Provide training events and briefing sessions for Members as part of the Member Development Programme to ensure that they are aware of
    current and emerging issues, how the City Corporation is delivering its services and responding to changing priorities; and the role of decisionmakers.

- Deliver the [flight path of] savings required for a sustainable medium-term financial position.
- Deliver the priority actions from the updated and refreshed Information Management Strategy:
  - Develop Business Intelligence infrastructure, new reports and analytics across the organisation.
  - o Deliver communications and training on using IM for new ways of working across the organisation.
  - o Implement good IM practices including protective marking and classification.
- Implement the solutions identified following the review of programme governance arrangements, to improve the handling of corporate and departmental projects, related to the Project Management software used. This is still a work in progress as it was superseded by the Project Management Academy.
- Investigate ISO22301 accreditation for our business continuity services.
- Deliver the extended remit of the Audit & Risk Management Committee to undertake periodic reviews of the risk management procedures, financial
  capabilities, controls, and safeguarding procedures of the City of London School, the City of London School for Girls, the City of London Freemen's
  School, the City of London Academies Trust (including its embedded academies) and the City Academies that are free-standing entities.
- During HM Government's 'lockdown' the City Corporation has adapted to mitigate the risk of impacting democratic oversight by Members. The City Corporation will continue to be flexible in its approach to continue to reduce this risk as the situation changes.

This annual governance statement was approved by the City Corporation's Audit and Risk Management Committee on 2 June 2020.

John Barradell

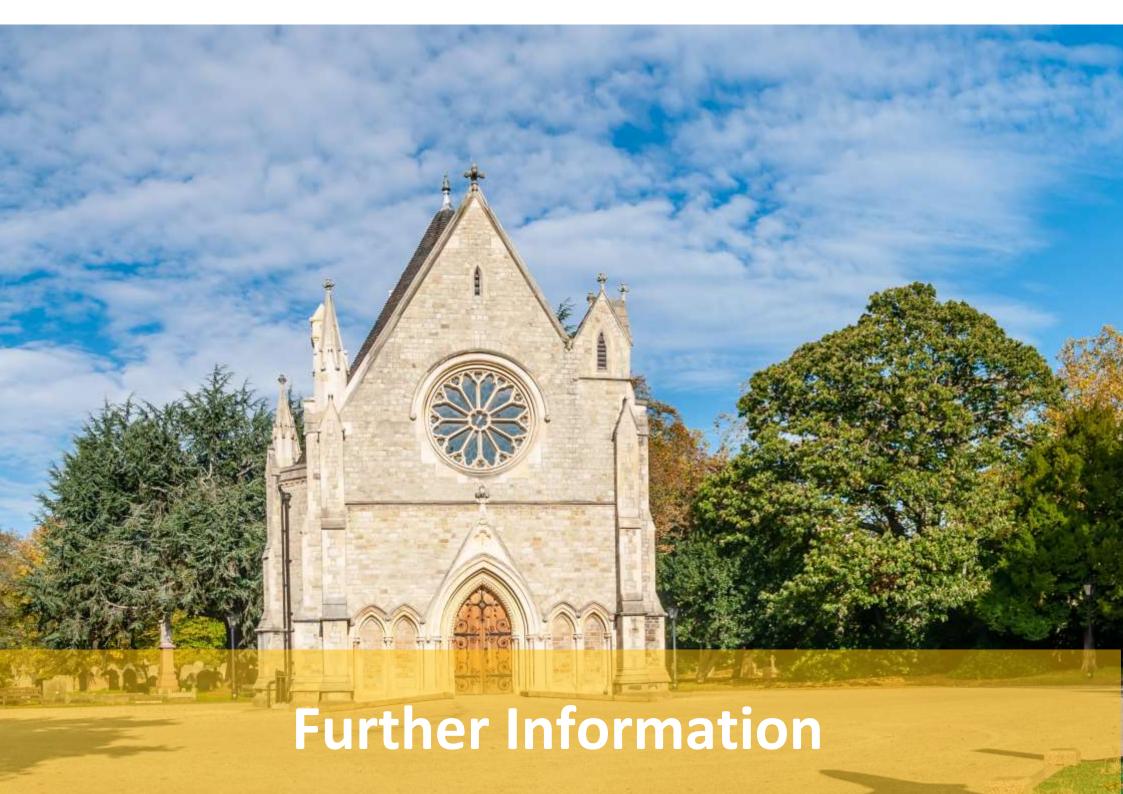
Town Clerk and Chief Executive

Date: 2<sup>nd</sup> June 2020

Catherine McGuinness

Chair, Policy and Resources Committee

Date: 2<sup>nd</sup> June 2020



## City's Cash

The existence of City's Cash can be traced back to the fifteenth century and it has built up from a combination of properties, lands, bequests and transfers under statute since that time. It is accounted for separately and does not form part of the City Fund statements, although references are made to City's Cash in certain parts of the statements. The fund is now used to finance activities mainly for the benefit of London as a whole but also of relevance nationwide. These services include the work of the Lord Mayor in promoting UK trade overseas, numerous green spaces and work in surrounding boroughs supporting education, training and employment opportunities.

Creditors

Individuals or organisations to which the City Fund owes money at the end of the financial year.

**Collection Fund** 

Statutory account showing transactions in relation to the collection of Council Tax, payments to the Greater London Authority and the administration of the National Non-Domestic Rate.

Community assets

Assets that the City of London intends to hold in perpetuity, that have no determinable useful life, and that may have restrictions on their disposal. Examples of community assets are parks and gardens or historic buildings.

**Current asset** 

An asset which will be consumed or cease to have value within the next accounting period; examples are stock and debtors.

**Current liability** 

An amount which will become payable or could be called in within the next accounting period; examples are creditors and cash overdrawn.

Current service cost (pensions)

The increase in the present value of a defined benefit scheme's liabilities expected to arise from employee service in the current period.

**Curtailment (pensions)** 

For a defined benefit scheme, an event that reduces the expected years of future service of present employees or reduces for a number of employees the accrual of defined benefits for some or all of their future service. Curtailments include:

- termination of employees' services earlier than expected, for example as a result of discontinuing an activity, and
- termination of, or amendment to, the terms of a defined benefit scheme so that some or all future service by current employees will no longer qualify for benefits or will qualify only for reduced benefits.

**Debtors** 

Individuals or organisations that owe the City Fund money at the end of the financial year.

**Deferred capital receipts** 

These result mainly from loans to the Museum of London plus outstanding loans in respect of past sales of council dwellings to tenants who were unable to obtain a building society loan or other external means of financing. Their indebtedness is reflected in the balance sheet under long term debtors. This account shows the amount to be paid on deferred terms and is reduced each year by repayments made.

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Defined benefit scheme	A pension or other retirement benefit scheme other than a defined contribution scheme. Usually, the scheme define the benefits independently of the contributions payable, and the benefits are not directly related to investments of the scheme. The scheme may be funded or unfunded.
Defined contribution scheme	A pension or other retirement benefit scheme into which an employer pays regular contributions fixed as an amount or as a percentage of pay and has no legal or constructive obligation to pay further contributions if the scheme does not have sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.
Depreciation	The loss in value of an asset due to age, wear and tear, deterioration or obsolescence.
Direct revenue financing	Expenditure on the provision or improvement of capital assets met directly from revenue account.
Donated assets	Assets transferred at nil value or acquired at less than fair value.
Expected rate of return on pensions assets	For a funded defined benefit scheme, the average rate of return, including both income and changes in fair value but net of scheme expenses, expected over the remaining life of the related obligation on the actual assets held by the scheme.
Experience gains or losses	In pensions accounting, the element of actuarial gains and losses that relates to differences between the actual events as they have turned out and the assumptions that were made as at the date of the earlier actuarial valuation.
Fair value	Fair value is generally defined as the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's-length transaction.
Heritage assets	A tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.
Impairment	A reduction in the value of an asset below its carrying amount on the balance sheet.
Infrastructure assets	Long-term assets that are inalienable, expenditure on which is recoverable only by continued use of the asset created.

Examples are highways, footpaths, bridges and sewers.

Intangible assets	A non-physical item where access to future economic benefits is controlled by the local authority. An example is computer software.
Pensions interest cost	For a defined benefit scheme, the expected increase during the period in the present value of the scheme liabilities because the benefits are one period closer to settlement.
Investment properties	Interest in land or buildings that are held for investment potential.
Levies	These are charges incurred by the City of London to meet London-wide services. They include payments to the London Boroughs Grants Committee, the Environment Agency and the London Planning Advisory Committee.
National Non-Domestic Rate (NNDR)	A flat rate in the pound set by the Government and levied on businesses who occupy offices and buildings within the City. The income is collected by the City of London and is passed on to Central Government and the Greater London Authority (GLA).
Net current replacement cost	The cost of replacing a particular asset in its existing condition and in its existing use.
Net realisable value	The open market value of an asset in its existing use (or open market value in the case of non-operational assets) less the expenses to be incurred in realising the asset.
Non-operational assets	Long-term assets held but not directly occupied, used or consumed in the delivery of service. Examples are investment properties.
Past service cost (pensions)	For a defined benefit scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.
Projected unit method	An accrued benefits valuation method in which the scheme liabilities make allowance for projected earnings. An accrued benefits valuation method is a valuation method in which the scheme liabilities at the valuation date relate to:

• the benefits for pensioners and deferred pensioners (i.e. individuals who have ceased to be active members but are entitled to benefits payable at a later date) and their dependants, allowing where appropriate for future increases; and the accrued benefits for members in service on the valuation date. The accrued benefits are the benefits for service up to a given point in time, whether vested rights or not. Guidance on the projected unit method is given in the Guidance Note GN26 issued by the Faculty and Institute of Actuaries.

#### Provision

An amount set aside in the accounts for liabilities of uncertain timing or amount that have been incurred. Provisions are made when:

- the City of London has a present obligation (legal or constructive) as a result of a past event;
- it is probable that a transfer of economic benefits will be required to settle the obligation; and
- a reliable estimate can be made of the amount of the obligation.

#### Reserves

Reserves are reported in two categories in the Balance Sheet of local authorities:

- Usable reserves surpluses of income over expenditure and amounts set aside outside the definition of a provision and which can be applied to the provision of services. Certain reserves are allocated for specific purposes and are described as earmarked reserves.
- Unusable reserves those that cannot be used to provide services. This category of reserves include adjustment accounts which deal with situations where statutory requirements result in income and expenditure being recognised against the City Fund or HRA balance on a different basis from that expected by accounting standards.

#### **Revaluation Reserve**

Represents increases in valuations of assets since 1 April less amounts written off due to the 'additional depreciation' (including impairment due to consumption of economic benefit) arising because property, plant and equipment are carried at a revalued amount rather than historic cost. It can also include reductions in values to investment properties where the reductions are not considered to be permanent.

## Revenue expenditure

The day to day running costs relating to the accounting period irrespective of whether or not the amounts due have been paid. Examples are salaries, wages, repairs, maintenance and supplies.

# Revenue expenditure funded from capital under statute

Legislation allows some expenditure to be classified as capital for funding purposes when it does not result in the expenditure being carried on the Balance Sheet as a long-term asset. The purpose of this is to enable it to be funded from capital resources rather than be charged to revenue and impact on council tax. These items are generally grant payments and expenditure on property not owned by the authority.

#### Scheme liabilities

The liabilities of a defined benefits pension scheme for outgoings due after the valuation date. Scheme liabilities measured using the projected unit method reflect the benefits that the employer is committed to provide for service up to the valuation date.

AVC	Additional Voluntary Contributions
BCMS	
BRS	Business Rate Supplement
CFR	· ·
	Chartered Institute of Public Finance & Accounting
CIL	=
CPI	Consumer Price Index
DSG	Dedicated Schools Grant
DfE	Department for Education
EUV	Existing Use value
FTE	Full Term Equivalent
GAAP	Generally Accepted Accounting Practice
GLA	Greater London Authority
HRA	Housing Revenue Account
IAS	<u> </u>
IFRS	International Financial Reporting Standards
ISB	<u> </u>
LASAAC	Local Authority (Scotland) Accounts Advisory Committee
LIBOR	London Interbank Offered Rate
LGPS	
MRP	
NNDR	
OFSTED	Office for Standards in Education, Children's Services and Skills
PCN	, •
RPI	
SeRCOP	
SOLACE	•
SBNDR	
SI	·
SETS	
SIP	<u> </u>
VOA	<b>9</b> ,
VAT	Value-Added Tax

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