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<b>Report To:</b>	<b>The Inverclyde Council</b>	<b>Date:</b>	<b>27 September 2018</b>
<b>Report By:</b>	<b>Chief Executive</b>	<b>Report No:</b>	<b>FIN/95/18/AP/CM</b>
<b>Contact Officer:</b>	<b>Alan Puckrin</b>	<b>Contact No:</b>	<b>01475 712223</b>
<b>Subject:</b>	<b>Annual Report to Elected Members and the Controller of Audit for the Financial Year Ended 31 March 2018</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to present the Annual Report for Elected Members and the Controller of Audit for the Financial Year 31 March 2018 to the Council for consideration.

Representatives from Audit Scotland will be in attendance to present the Report and to answer questions.

## 2.0 SUMMARY

- 2.1 It is a statutory requirement for the Council to consider the Annual Report from its External Auditors for the financial year ended 31 March prior to the 30 September of the same year. The report contains a number of formal requirements and subject to the approval of the Council, the accounts require to be signed by the External Auditors, Council Leader, Chief Executive and the Chief Financial Officer.
- 2.2 The full Annual Report is contained in Appendix 1 and contains a number of distinct sections. The key messages are largely positive and this continues the ongoing improvement reported in the 2017 Best Value Report.
- 2.3 The first sections of the Annual Report relate to the Council's Audited Accounts which are attached at Appendix 2 and report an unqualified opinion on the Financial Statements for the financial year ended 31 March 2018, subject to receipt of the signed Letter of Representation which is attached at Appendix 3.
- 2.4 The auditors have highlighted a number of amendments to the accounts, all of which have been actioned by the Council's Finance Service. Two new actions have been raised by the Auditors and are shown in Appendix 1 of the Annual Report.
- 2.5 The Financial Management and Sustainability sections of the Annual Report provide comment on areas relating to the Revenue Budget, Capital Programme, Efficiency Performance and Reserves. No specific actions are highlighted. The Governance and Transparency and Value for Money sections repeat many of the issues contained in the 2017 Best Value report and subsequent progress.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Council considers the contents of the Annual Report to Members and the Controller of Audit for the Financial Year ended 31 March 2018 and approves the Action Plan in Appendix 1 of the Annual Report report.
- 3.2 It is recommended that the Council considers the Annual Accounts for Inverclyde Council for the Financial Year 2017/18 and after seeking further information as required, gives approval for the signing of the accounts by the Council Leader, Chief Executive and Chief Financial Officer.

- 3.3 It is recommended that the Council considers the Letter of Representation in Appendix 3 and approves the signing of the letter by the Chief Financial Officer.

**Aubrey Fawcett**  
**Chief Executive**

## **4.0 BACKGROUND**

- 4.1 It is a statutory requirement for the Council to consider the Annual Report from its External Auditors for the financial year ended 31 March prior to the 30 September of the same year. The report contains a number of formal requirements and subject to the approval of the Council, the accounts require to be signed by the External Auditors, Council Leader, Chief Executive and the Chief Financial Officer.
- 4.2 The Council's External Auditors will be in attendance at the Council meeting to present the main findings to Members and to answer any questions arising.

## **5.0 ANNUAL REPORT TO ELECTED MEMBERS**

- 5.1 The Annual Report is attached as Appendix 1 to this covering report and is presented in 5 distinct sections. These sections represent a standard approach which meets the requirements of the Accounts Commission.
- 5.2 The key messages are largely positive and this represents further improvement and a continuation of the trend reported in the 2017 Best Value Assurance Report.
- 5.3 The first part of the report relates to the Council's Audited Accounts which are attached at Appendix 2 and report an unqualified opinion on the Financial Statements for the financial year ended 31 March 2018. The formal Audit Certificate will be issued by the External Auditors following receipt of the Letter of Representation which is attached at Appendix 3. This letter requires to be signed by the Chief Financial Officer (as the Accountable Officer) following approval by the Council.
- 5.4 The Financial Management and Sustainability sections of the Annual Report provide comments on areas relating to the Revenue Budget, Capital Programme, Efficiency Performance and Reserves. No specific actions are highlighted. The final sections of the Annual Report cover Governance, Transparency and Value for Money.

## **6.0 NEXT STEPS**

- 6.1 Subject to the views of Members and following any questions raised with both the External Auditors and relevant officers, the Council requires to approve the Letter of Representation (Appendix 3) and the Annual Accounts for 2017/18. Thereafter the Council Leader, Chief Executive, Chief Financial Officer, in addition to the External Auditors, are required to sign the requisite copies of the Annual Accounts whilst the Chief Financial Officer signs the Letter of Representation.
- 6.2 In addition, the Action Plan in Appendix 1 of the Annual Report requires approval. Progress against these actions will be tracked via updates to the Audit Committee.

## **7.0 IMPLICATIONS**

### **7.1 Finance**

There are no financial implications arising from this report

## Financial Implications:

### One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

### Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

## 7.2 Legal

The approval of the recommendations discharges the Council's statutory responsibilities in respect of the 2017/18 Annual Accounts.

## 7.3 Human Resources

There are no HR issues arising from this report.

## 7.4 Equalities

Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

## 7.5 Repopulation

There are no Repopulation issues arising from the report.

## 8.0 CONSULTATIONS

8.1 The Council's External Auditors have discussed the contents of Annual Report with the Corporate Management Team who have agreed the supporting Action Plan and delivery timescales.

## 9.0 LIST OF BACKGROUND PAPERS

9.1 None

# Inverclyde Council

2017/18 Annual Audit Report



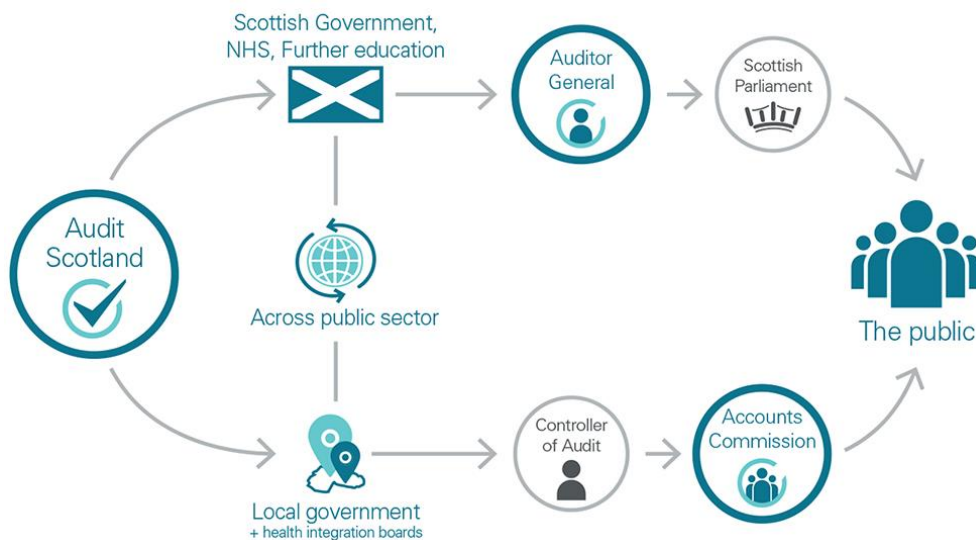
 AUDIT SCOTLAND

Prepared for the Members of Inverclyde Council and the Controller of Audit  
27 September 2018

## Who we are

The Auditor General, the Accounts Commission and Audit Scotland work together to deliver public audit in Scotland:

- The Auditor General is an independent crown appointment, made on the recommendation of the Scottish Parliament, to audit the Scottish Government, NHS and other bodies and report to Parliament on their financial health and performance.
- The Accounts Commission is an independent public body appointed by Scottish ministers to hold local government to account. The Controller of Audit is an independent post established by statute, with powers to report directly to the Commission on the audit of local government.
- Audit Scotland is governed by a board, consisting of the Auditor General, the chair of the Accounts Commission, a non-executive board chair, and two non-executive members appointed by the Scottish Commission for Public Audit, a commission of the Scottish Parliament.



## About us

Our vision is to be a world-class audit organisation that improves the use of public money.

Through our work for the Auditor General and the Accounts Commission, we provide independent assurance to the people of Scotland that public money is spent properly and provides value. We aim to achieve this by:

- carrying out relevant and timely audits of the way the public sector manages and spends money
- reporting our findings and conclusions in public
- identifying risks, making clear and relevant recommendations.

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# Key messages

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## 2017/18 annual accounts

- 1 Our audit opinions were all unqualified.
- 2 There is a significant adjustment in the Council's audited financial statements resulting in an increase in the pension liability and pension reserve position (£9.9 million).

## Financial management and financial sustainability

- 3 The Council's budget for 2017/18 was based on a planned use of uncommitted reserves and did not include any new savings plans. The 2017/18 outturn was an underspend of £2.8 million and the Council did not need to apply uncommitted general fund reserves, per its budget.
- 4 The Council reduced its committed general fund reserve balance by £9.3 million. This was mainly as a result of increased contributions to capital projects and a planned reduction of equal pay, environment and regeneration, and smoothing reserves.
- 5 The Council faces financial challenges and approved savings of £5 million as part of the 2018/19 budget with an estimated further £15 million savings required over the period 2019 to 2022.
- 6 The Council has good medium term financial planning and a longer term financial strategy. Officers have developed savings proposals totalling £11 million for the period 2019/21.
- 7 The Council continues to have relatively high levels of general fund reserves despite the reduction in 2017/18, but most of these are earmarked.

## Governance and transparency

- 8 The Council's governance arrangements are appropriate and support good governance and accountability.
- 9 The Council is making progress with its cyber security arrangements, and has been awarded Cyber Essentials certification.

## Value for money

- 10 The Council has made reasonable progress in progressing the Best Value Assurance Report improvement plan.
- 11 The Council continues to perform well against a range of national indicators, but comparative performance has reduced in 2016/17 compared to 2015/16.



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# Introduction

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1. This report summarises the findings arising from the 2017/18 audit of Inverclyde Council and its group (the Council).
2. The scope of the audit was set out in our Annual Audit Plan presented to the 27 February 2018 meeting of the Audit Committee. This report comprises the findings from:
  - an audit of the annual accounts
  - consideration of the four audit dimensions that frame the wider scope of public audit set out in the [Code of Audit Practice 2016](#) as illustrated in [exhibit 1](#).

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## Exhibit 1

### Audit dimensions



Source: *Code of Audit Practice 2016*

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3. The main elements of our audit work in 2017/18 have been:
  - an audit of the Council and its group 2017/18 annual accounts and the issue of an independent auditor's report setting out our opinions
  - a review of the Council's key financial systems
  - follow-up audit work covering the Council's arrangements for securing Best Value relating to financial management, workforce planning and cyber security
  - consideration of the four audit dimensions.

4. The Council has primary responsibility for ensuring the proper financial stewardship of public funds. This includes preparing annual accounts that are in accordance with proper accounting practices.
5. The Council is also responsible for compliance with legislation, and putting arrangements in place for governance, propriety and regularity that enable it to successfully deliver its objectives.
6. Our responsibilities as independent auditor appointed by the Accounts Commission are established by the Local Government in Scotland Act 1973, the [Code of Audit Practice \(2016\)](#) and supplementary guidance, and International Standards on Auditing.
7. As public sector auditors we give independent opinions on the annual accounts. We also review and provide conclusions on the effectiveness of the Council's performance management arrangements, suitability and effectiveness of corporate governance arrangements, and financial position and arrangements for securing financial sustainability. We also report on the Council's Best Value arrangements and in doing this we aim to support improvement and accountability.
8. Further details of the respective responsibilities of management and the auditor can be found in the [Code of Audit Practice 2016](#).
9. This report raises matters from the audit of the annual accounts and consideration of the audit dimensions. Weaknesses or risks identified are only those which have come to our attention during our normal audit work and may not be all that exist. Communicating these does not absolve management from its responsibility to address the issues we raise and to maintain adequate systems of control.
10. Our annual audit report contains an agreed action plan at [Appendix 1](#) setting out specific recommendations, responsible officers and dates for implementation. It also includes outstanding actions from last year and progress against these.
11. We can confirm that we comply with the Financial Reporting Council's Ethical Standard. We can also confirm that we have not undertaken any non-audit related services and the 2017/18 audit fee of £243,450 as set out in our Annual Audit Plan, remains unchanged. We are not aware of any relationships that could compromise our objectivity and independence.

### **Adding value through the audit**

12. Our aim is to add value to Inverclyde Council by providing insight into, and offering foresight on, financial sustainability, risk and performance by identifying areas of improvement and recommending and encouraging good practice. In doing so, we aim to help the Council promote improved standards of governance, better management and decision making and more effective use of resources.
13. This report is addressed to both the Council and the Controller of Audit and will be published on Audit Scotland's website [www.audit-scotland.gov.uk](http://www.audit-scotland.gov.uk).
14. We would like to thank all management and staff who have been involved in our work for their co-operation and assistance during the audit.

# Part 1

## Audit of 2017/18 annual accounts



### Main judgements

**Our audit opinions were all unqualified.**

**There is a significant adjustment in the Council's pension liability and pension reserve (£9.9 million). A relatively small adjustment was also made to the pensions liability in group bodies.**

### Audit opinions on the annual accounts

**15.** The annual accounts for the Council and its group for the year ended 31 March 2018 were approved by the Council on 27 September 2018. We reported, within our independent auditor's report that, in our opinion:

- financial statements give a true and fair view and were properly prepared
- the audited part of the remuneration report, management commentary and the annual governance statement were all consistent with the financial statements and properly prepared in accordance with the guidance.

**16.** We have nothing to report in respect of misstatements in information other than the financial statements, the adequacy of accounting records, the information and explanations we received, or the achievement of prescribed financial objectives.

The Council and its group annual accounts are the principal means of accounting for the stewardship of resources and performance in the use of resources.

### Submission of the Council and its group annual accounts for audit

**17.** We received the unaudited annual accounts on 28 June 2018 in line with the audit timetable set out in our 2017/18 Annual Audit Plan.

**18.** The working papers provided with the unaudited accounts were of a good standard and finance staff provided good support to the audit team during the audit.

### Risk of material misstatement

**19.** [Appendix 2](#) provides a description of the assessed risks of material misstatement identified during the planning process that had the greatest effect on the overall audit strategy, the allocation of resources to the audit and direction of the efforts of the audit team. Wider audit dimension risks identified are also reported.

## Materiality

- 20.** Misstatements are material if they could reasonably be expected to influence the economic decisions of users, taken based on the financial statements. The assessment of what is material is a matter of professional judgement and involves considering both the amount and nature of the misstatement. It is affected by our perception of the financial information needs of the users of the financial statements.
- 21.** Our initial assessment of materiality for the annual accounts was carried out during the planning phase of the audit and is summarised in [exhibit 2](#). With regards to the annual accounts, we assess the materiality of uncorrected misstatements both individually and collectively.
- 22.** On receipt of the annual accounts we reviewed our planning materiality calculations and concluded that they remained appropriate.

## Exhibit 2 Materiality values

Materiality level	Amount
Overall materiality	£3.2 million
Performance materiality	£1.6 million
Reporting threshold	£100,000

Source: Audit Scotland, Annual Audit Plan 2017/18


## Significant findings from the audit in accordance with ISA 260

- 23.** International Standard on Auditing 260 (UK) requires us to communicate significant findings from the audit to those charged with governance. These are summarised in [exhibit 3](#). Where a finding has resulted in a recommendation to management, a cross reference to the Action Plan in [Appendix 1](#) has been included.
- 24.** The findings include our views about significant qualitative aspects of the Council's accounting practices including:

- Accounting policies
- Accounting estimates and judgements
- Significant financial statements disclosures
- Timing of transactions and the period in which they are recorded
- The impact on the financial statements of any uncertainties
- The effect of any unusual transactions on the financial statements
- Misstatements in the annual accounts
- Disagreement over any accounting treatment or financial statements disclosure

## Exhibit 3

### Significant findings from the audit of the financial statements

Finding	Resolution
<p><b>1. Pensions scheme valuation</b></p> <p>The Council accounts for its share of Strathclyde Pension Fund in accordance with International Accounting Standard 19 - Employee Benefits (IAS19). This relies on valuations of pension fund assets and liabilities by the scheme's actuary (Hymans Robertson). The actuary produced the IAS 19 report using estimated data for the final part of the year. Asset returns estimated by the actuary for the final part of the year were significantly lower than actual returns. This resulted in pension fund assets reported in the Council's balance sheet being understated by £9.9 million.</p> <p>The same issue also affected group entities, with the Council's share of investments in Associates understated by £0.2 million and the liabilities in associates overstated by £0.1 million.</p>	<p>This issue occurred across the local government sector. The Council's pension fund assets, based on the latest valuation at 31 March 2018, were increased. This has the impact of reducing the pension fund net liability by £9.9 million. The impact on the group statements was to increase the Council's share of investments in Associates by £0.2 million, and to reduce its share of liabilities by £0.1 million.</p> <p>The audited financial statements include the adjusted values.</p>
<p><b>2. Schools Public Private Partnership (PPP)</b></p> <p>Disclosures in the unaudited accounts for note 15 – schools PPP overstated the amounts paid by the Council. This resulted in the balance outstanding at the year-end being understated by £0.2 million. There is no impact on the cost of services, but net assets in the balance sheet were overstated by £0.2 million.</p>	<p>The audited financial statements include the adjusted values.</p>
<p><b>3. Integration Joint Board (IJB) reserves</b></p> <p>The Council holds £5.8 million of reserves on behalf of Inverclyde IJB. In the unaudited accounts the amount had been included under short term borrowing in error. In the prior year the IJB's reserves had been included as a short-term creditor.</p>	<p>The audited financial statements include the adjusted values.</p>
<p><b>4. Financial ratios</b></p> <p>Financial indicators disclosed in the management commentary are consistent with the financial statements and our understanding of the Council. The basis of calculating some indicators are, however, inconsistent with the previous year's methodology.</p>	<p>Management should adopt a consistent approach to calculating and reporting financial indicators in the management commentary.</p> <p> <a href="#">Recommendation 1 (refer Appendix 1, action plan)</a></p>

## How we evaluate misstatements

- 25.** Total errors exceeded our overall performance materiality of £1.6 million. We consider that we have identified in full the adjustments to reflect the change in pensions valuation in the Council and in its group. We also identified the misclassification of Inverclyde Integrated Joint Board's (IJB) reserves balance within non current assets. All the other misstatements taken together did not breach our performance materiality. We have concluded that the errors are contained and do not indicate further systematic error within account areas or more pervasively within the financial statements. We considered the impact of these misstatements on our audit approach and decided that further audit procedures were not required.
- 26.** It is our responsibility to request that all misstatements are corrected although the financial decision on this lies with those charged with governance considering advice from senior officers and materiality. All adjustments have been corrected in the audited financial statements.

## Follow up of prior year recommendations

27. We have followed up actions previously reported and assessed the Council's progress with implementation; these are reported in [Appendix 1](#) and identified by the prefix b/f (brought forward).
28. One agreed action was raised in the 2016/17 annual audit report. This related to a deficit in the common good fund, with the Council agreeing a plan to return the fund to a target balance of £100,000 within five years. The balance increased by £12,000 in 2017/18. This resulted in a cumulative reserves balance of £7,000 at the end of the year. Officers have advised that the cumulative balance is forecast to increase to £24,000 in 2018/19 and a proposal has been approved to sell a common good asset during 2018/19 which is expected to have a further positive impact on the year-end position.
29. Ten improvement actions were also agreed in the Council's Best Value Assurance Report (BVAR) issued in June 2017. Progress against the BVAR is outlined at [paragraph 75](#).

## Other findings

30. Our audit identified several presentational and disclosure issues which were discussed with management. These were adjusted and reflected in the audited annual accounts.

# Part 2

## Financial management



### Main judgements

**The Council's budget for 2017/18 was based on a planned use of uncommitted reserves and did not include any new savings plans.**

**The Council reported an underspend of £2.8 million and didn't need to apply uncommitted general fund reserves.**

**The Council reduced its committed general fund reserve balance by £9.3 million. This was mainly as a result of increased contributions to capital projects and a planned reduction of equal pay, environment and regeneration, and smoothing reserves.**

**The capital programme for 2017/18 was delivered and funded without additional borrowing.**

### The Council's budget for 2017/18 was based on a planned use of uncommitted reserves and did not include any new savings plans

31. In February 2017 the Council approved a revenue budget of £190 million for 2017/18. £1.1 million of uncommitted reserves was identified to balance the 2017/18 budget. No new savings were assumed in the approved budget for 2017/18.
32. The Chief Financial Officer highlighted to members in February 2017 that the proposed use of reserves to meet funding gaps was a short-term, one-off measure on the basis that the new Council formed in May 2017 would address this issue.

### The budgetary process is good and budgetary reports through the year forecast the developing underspend

33. The Council's approach to budget monitoring and control was reviewed in the [Best Value Assurance Report \(BVAR\)](#) published in June 2017. The Council's approach to budget management is to focus on pressure areas to help reduce future savings requirements. Forecasts in general fund revenue budget reports presented to the Policy and Resources Committee throughout the year projected the developing underspend.

### The Council reported an underspend of £2.8 million and didn't need to apply uncommitted general fund reserves

34. The Council reported an underspend of £2.4 million for all service committees and an increase in tax and funding of £0.4 million against the revised net budget of £168 million.

Financial management is about financial capacity, sound budgetary processes and whether the control environment and internal controls are operating effectively

35. The main areas of underspend are summarised in [exhibit 4](#). Across all service committees the Council achieved savings of £1 million due to an over achievement of employee turnover. In Policy and Resources inflation contingencies of £1 million were not required, while Education and Communities and Health and Social Care achieved early savings of £0.3 million combined against the 2018/20 plan.

### **The committed general fund reserve balance reduced by £9.3 million**

36. The Council carried a significant usable reserves balance of £60 million forward from 2016/17, In line with financial plans the general fund reserve balance reduced by £9.3 million. The reduction is in part due to a change in policy relating to revenue contributions to capital projects. The Council now uses this reserve to fund capital projects as opposed to undertaking new borrowing. It is also due to the planned use of other earmarked reserves, with notable reductions to equal pay, environment and regeneration, and smoothing reserves.
37. The planned use of earmarked reserves is reported regularly to the corporate management team and to relevant service committees within financial monitoring reports. The Policy and Resources Committee also receives an earmarked reserves position statement within the general fund revenue budget monitoring reports.

### **Efficiency savings were achieved in 2017/18, but there were no new savings activity**

38. The Policy and Resources Committee routinely receives budget monitoring reports including savings plans which have been risk assessed.
39. The annual return to the Scottish Government indicated that £1.5 million of savings were planned in 2017/18. These savings were identified as far back as February 2015. The Council achieved actual savings of £1.5 million in year, with efficiencies covering a wide range of areas including asset management, service commissioning, streamlining bureaucracy, procurement and increased turnover targets.

### **The capital programme for 2017/18 was delivered**

40. In 2017/18, overall capital spending was £31 million (2016/17 - £29 million). This was only slightly below budget (£0.4 million).

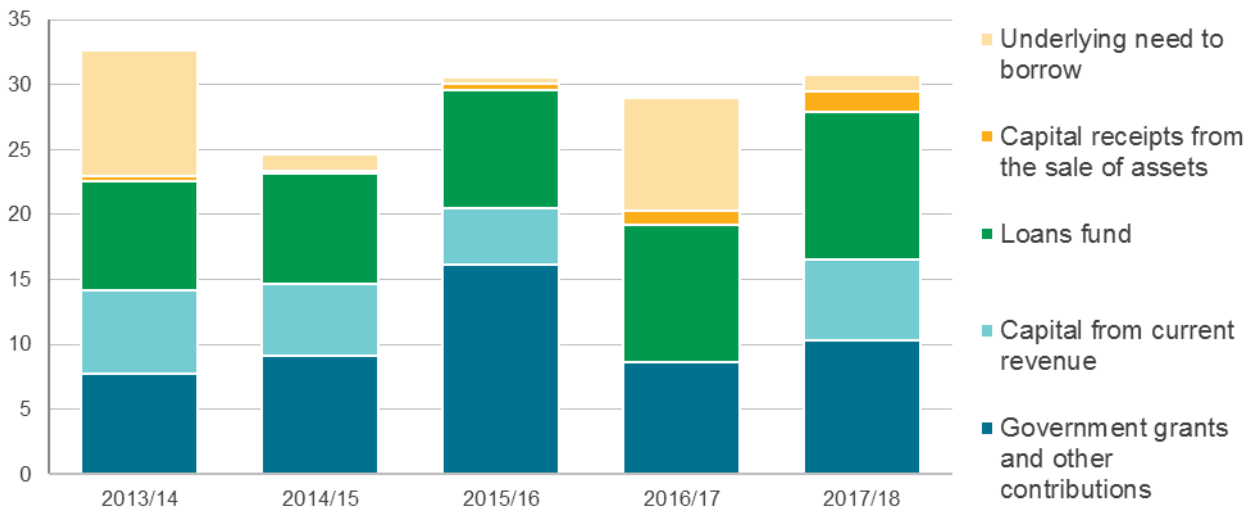
### **The Council's borrowing reduced in 2017/18 and future capital plans depend on internal funding and government grants**

41. The 2018-2021 capital programme does not contain any new prudential borrowing on the basis that further increases to the cost of council debt servicing would place unnecessary strain on the Council's future budget. The Council continues to use internal funding and government grants, supplemented by already approved limited long-term borrowing commitments. Since 2013/14, the Council's external borrowing has continued to reduce due to repayment of maturing debt without undertaking new borrowing.
42. The sources of finance for capital expenditure that the Council has used since 2013/14 is outlined at [exhibit 4](#).



### Exhibit 4

#### Sources of finance for capital expenditure

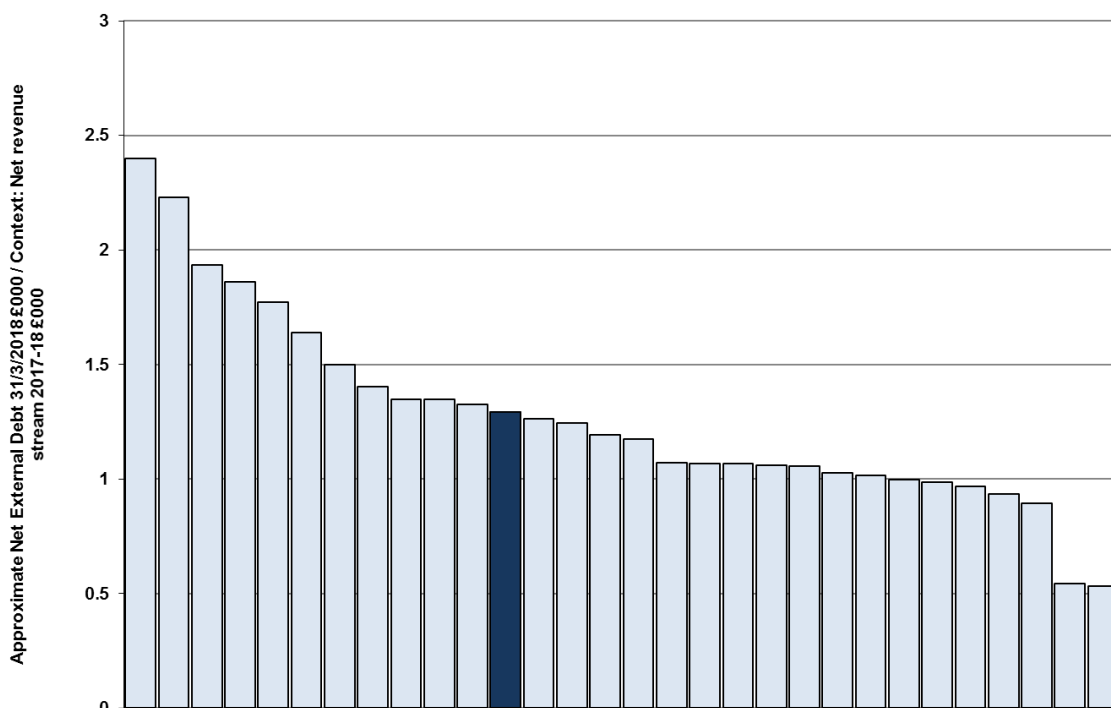


Source: Inverclyde Council annual accounts

- 43. The Council's outstanding loans at 31st March 2018 were £274 million, a £3 million reduction from the previous year.
- 44. The Council's level of borrowing and external debt, compared to other councils, is slightly above average.

### Exhibit 5

#### Net external debt relative to the size of council's net revenue



Source: 2017/18 Unaudited financial statements

## Systems of internal control

45. As part of our audit we identify and inspect the key internal controls in those accounting systems which we regard as significant to produce the financial statements. Our objective is to gain assurance that the Council has systems of recording and processing transactions which provide a sound basis for the preparation of the financial statements.
46. Our findings were included in our [interim audit report](#) that was presented to the Audit Committee in August 2018. No significant issues were identified from our controls work, which enabled us to proceed with our planned audit approach for the 2017/18 financial statements.

# Part 3

## Financial sustainability



### Main judgements

**The Council faces financial challenges and delivered savings of £5 million in 2018/19 with an estimated further £15 million of savings required over the period 2019 to 2022.**

**The Council has good medium term financial planning and a longer term financial strategy. Officers have developed savings options totalling £11 million for 2019/21.**

**The Council continues to have relatively high levels of general fund reserves despite the reduction in 2017/18, but most of these are earmarked.**

### The 2018/19 budget is based on achieving further savings of £3.0 million, but no further reductions in uncommitted reserves

47. The 2018/19 budget was approved by the Council in March 2018. The budget was set at £188 million and identified that the funding gap of £3.0 million would be met through savings. The budget projected that £1.9 million of these savings would be identified by service committees and £1.1 million through public consultation. The full year impact of the approved savings is £5 million.

### The Council has good medium term financial planning and a longer term financial strategy

48. The [BVAR](#) on Inverclyde Council identified that the Council has a good process in place for financial planning. The Council's financial strategy covers the eight-year period 2018 to 2025. It is updated on a six-monthly basis and ensures strategic initiatives that require long-term revenue and capital commitments are properly incorporated into the financial planning process. Such longer-term initiatives include the asset management strategy, school estates management plan and roads asset management plan.

49. The strategy provides detailed financial forecasts over the medium-term period 2018 to 2022 and identifies issues that will impact in the longer-term so that the Council can plan ahead. Through this process, officers have identified that the Council has a budget gap of £3.8 million in 2019/20 and an additional £11.2 million over the period to 2022. This is a mid-range estimate. Optimistic and pessimistic scenarios for the period 2019 to 2022 are £2.8 million and £31 million respectively. We understand that officers are in the process of reassessing the projected funding gap.

50. Officers have developed detailed savings proposals for consideration by elected members. These proposals provide options totalling approximately £11 million in 2019/20. They are based around service reduction, service withdrawal and income generation.

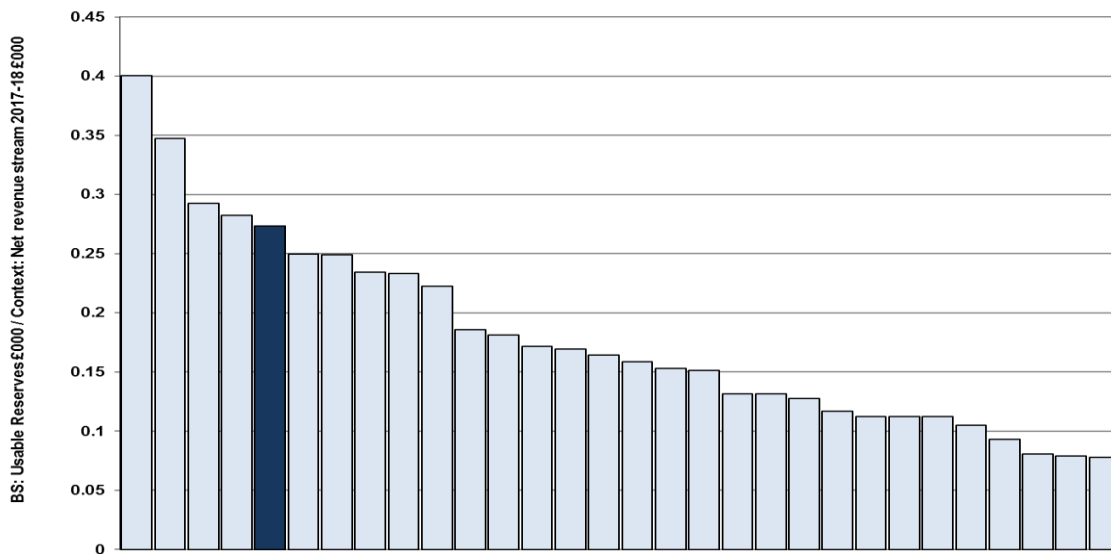
Financial sustainability looks forward to the medium and long term to consider whether the board is planning effectively to continue to deliver its services or the way in which they should be delivered

## The level of general fund reserves is high in comparison to other councils

51. The Council continues to have relatively high levels of reserves despite the reduction in 2017/18 as detailed in [exhibit 6](#), but most of these are earmarked. The Council recognise that reliance on reserves to fund revenue shortfalls is not sustainable in the medium to long term.

### Exhibit 6

#### Usable reserves as a percentage of net revenue stream (all Scottish councils)



Source: 2017/18 unaudited financial statements

52. £11 million of usable reserves are held in statutory reserves (capital fund, insurance fund and repairs and renewals fund) with £41 million in the general fund reserve.
53. The BVAR published in June 2017 noted that a number of significant earmarked reserves had been maintained by the Council over many years and were not always clearly distinguished as capital or revenue in nature. A detailed review of earmarked reserves was undertaken as part of the 2018-2019 revenue budget. Following discussions as part of the 2017/18 audit process, officers agreed to amend the narrative description of some reserves to improve clarity and transparency.

# Part 4

## Governance and transparency



### Main Judgements

**The Council has appropriate governance arrangements in place that support decision making and scrutiny and conducts its business in an open and transparent way.**

**The Council is making progress with its cyber security arrangements, but it yet to achieve cyber essential accreditation.**

### The Council's governance arrangements are appropriate and support good governance and accountability

54. The standing orders and scheme of administration were updated in June 2018. They set out the committee structure that operates and the terms of reference for each committee.
55. The changes were made to take account of the Council's decision in February 2018 to approve a number of changes to the committee and senior management structures of the Council. Following the 2017 local elections, it was also agreed to alternate representation on the Council's main committees and boards to achieve political balance.

### The Council is open and transparent in the way it conducts its business

56. The evidence that demonstrates the Council's commitment to transparency includes:
  - Members of the public can attend meetings of the full Council and other committees and the agenda, papers and minutes of these committee meetings are readily available on the Council's website
  - The Council's website allows the public to access a wide range of information including the register of members' interests, current consultations and how to make a complaint
  - The website provides details of the citizen's panel and how to join it as a means of influencing future service delivery arrangements
  - The Council also makes its annual accounts, and the annual accounts of all subsidiaries, available on its website.
57. Information on how Inverclyde Council is performing is publicly available on the performance page of its website. Information is gathered from statutory performance indicators, local government benchmarking framework indicators and other sources and is presented in corporate and service-level summaries. The site provides access to useful one-page graphic snapshots.

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Governance and transparency is concerned with the effectiveness of scrutiny and governance arrangements, leadership and decision making and transparent reporting of financial and performance information.

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## Internal audit operates in accordance with standards

58. We reviewed of the adequacy of the internal audit function and concluded that it operates in accordance with the Public Sector Internal Audit Standards (PSIAS) and has sound documentation standards and reporting procedures in place.

## The Council made good progress with the National Fraud Initiative

59. The National Fraud Initiative (NFI) in Scotland is a counter-fraud exercise led by Audit Scotland and overseen by the Cabinet Office for the UK as a whole. We reported that the Council had made good progress in our [interim management letter](#) in July 2018.

## The Council has appropriate arrangements in place for the prevention and detection of fraud and error

60. The Council has a range of established procedures for preventing and detecting fraud and irregularity including a whistleblowing policy, anti-fraud strategy and codes of conduct for members and officers. We assessed these to ensure that they were appropriate, readily available to staff and are regularly reviewed to ensure they remain relevant and current.
61. We concluded that the Council has appropriate arrangements in place for the prevention and detection of bribery and corruption.
62. On 21 September 2018 following a public hearing the Standards Commission for Scotland decided to formally censure an Inverclyde councillor for failing to declare any interest in a planning application made by a friend. The hearing panel recognised that there was no personal gain and acknowledged that the councillor had apologised unreservedly. It also reiterated that the requirement to declare interests is an integral part of the Councillors' Code of Conduct as it provides the opportunity for openness and transparency in a councillors' role.

## The Council is making progress with its cyber security arrangements, and has been awarded Cyber Essential certification

63. Inverclyde Council has been awarded the Cyber Essentials certification and is scheduled to complete Cyber Essential Plus certification by October 2018. The Council are PSN accredited and the Cyber Essentials pre-assessment check showed no significant concerns.

## City Deals

64. Three City Deal infrastructure projects are being developed in Inverclyde, with funding of £27 million. These have proceeded at a slower rate than originally anticipated due to the complex nature of the projects. The Council has, however, continued to work with private sector partners to overcome the associated challenges.
65. Plans have now been submitted to develop the Ocean Terminal. The proposals include a museum celebrating the work of artist George Wyllie which were developed in partnership with the Dunard Trust. As detailed at [paragraph 75](#) the Council has advised that it aims to be onsite in 2019 for both the Ocean Terminal and Inverkip projects.

## Workforce planning

- 66.** Inverclyde's [BVAR](#) reported that the Council has an overarching workforce strategy and is developing succession planning, but recommended that more detailed workforce plans and longer-term forecasts of workforce numbers and skills are required. The Council agreed to conduct an analysis of workforce data and learning needs including future workforce requirement. A succession planning programme was also going to be introduced in consultation with key stakeholders. Progress against these Best Value recommendations and the Council's proposed improvement actions was reviewed as part of our 2017/18 audit.
- 67.** Workforce plans have been developed for all services, with service plans following the same themes as the overarching strategy. All plans cover a minimum three-year period and consider the likelihood of changes in demand, skills required and government policy.
- 68.** The Council also consulted the Improvement Service in preparing succession plans. These have been developed for all services and will be used to inform future workforce and service plans.
- 69.** Processes are in place to support monitoring, reporting and management of the overall impact of changes to the workforce on service delivery and performance. Operational performance is monitored through Corporate Development Improvement Plans (CDIPs) which incorporate workforce planning, and the citizen's panel provides information on customer satisfaction every six months. Established financial monitoring arrangements, will also provide assurance.
- 70.** The Council has made good progress in reacting to matters raised in the BVAR, with the agreed action on succession planning now complete and the workforce planning action on track. We will continue to monitor and report on developments in this area.

## EU withdrawal

- 71.** There remains significant uncertainty about the detailed implications of EU withdrawal. It is critical that public sector bodies are working to understand, assess and prepare for the impact on their business in three broad areas:
- Workforce - the extent to which changes to migration and trade policies are likely to affect the availability of skilled and unskilled labour.
  - Funding – the extent to which potential changes to funding flows are likely to affect the finances of the organisation and the activity that such funding supports.
  - Regulation – the extent to which potential changes to regulation across a broad range of areas overseen at an EU level are likely to affect the activities of the organisation.
- 72.** The Council does not consider it is significantly exposed to these risks.

# Part 5

## Value for money



### Main judgements

The Council has made reasonable progress in progressing the Best Value Assurance Report Improvement Plan.

The Council continues to explore shared services.

The Council continues to perform well against a range of national indicators, but comparative performance has reduced in 2016/17 compared to 2015/16.

### The Council has made reasonable progress in progressing the Best Value Improvement Plan

73. Best Value is assessed over the five-year audit appointment, as part of the annual audit work. This year we followed up the progress made by the Council in response to the [Best Value Assurance Report](#) published in June 2017.
74. At its meeting in June 2017, the Council agreed the improvement actions within the BVAR and that a progress report would be submitted to the Policy and Resources Committee every six months.
75. The most recent progress report against the Council's improvement plan was presented to the Policy and Resources Committee in September 2018. As detailed below this highlighted that of the ten agreed actions, the Council assessed that four had been complete (blue), three were classed as on track (green) and three had slight slippage (amber).

Value for money is concerned with using resources effectively and continually improving services.

BVAR Recommendation	Council assessment	Comment
The Council and its partners should use the Local Outcome Improvement Plan (which will replace the SOA) to develop a single set of outcomes which simplifies the strategic and planning framework.	Blue - complete	The Inverclyde Outcomes Improvement Plan was approved by the Alliance Board in December 2017.  The LOIP includes wellbeing outcomes and strategic priorities. Locality Plans are being developed.  The LOIP also focuses on how impact on outcomes is measured.
Councillors should consider continuing with the Members Budget Working Group, given the financial challenges that exist and the key decisions that will need to be made	Blue - complete	The Council agreed unanimously to continue the group.



BVAR Recommendation	Council assessment	Comment
following the May 2017 local government election.		
Actions to deliver strategic improvements should identify the difference they are expected to make to the overall strategic outcomes, with milestones at key intervals.	Amber – slight slippage	A corporate plan has been developed which includes a number of performance measures to support each strategic priority. This aims to make it easier to assess if improved outcomes are being delivered. The Inverclyde Outcomes Improvement Plan has also been developed with a focus on how the Council measures the impact on outcomes.
Key corporate initiatives such as City Deal projects and shared services should be reflected in updated corporate planning documents.	Blue - complete	The Inverclyde LOIP including City Deal approved by Alliance Board in December 2017.  Corporate Statement approved in February 2018 which refers to City Deal and shared services.
A detailed review of earmarked reserves should be undertaken with the new council as part of the 2018-20 revenue budget development.	Blue - complete	A review was completed and reported to Council in December 2017, with further decisions on the use of reserves approved in March 2018.
The Council should develop more detailed workforce plans and longer-term forecasts of workforce numbers and skills required.	Green – on track	Service workforce plans have been completed including longer term forecasts of workforce numbers and skills.  A development group has been established to develop the workforce planning and learning and development agenda.  Succession Plans have been completed.
The Council has experienced delays in its City Deal projects. Councillors and officers should continue to focus significant efforts on developing these projects with private sector partners.	Amber – slight slippage	Outline business cases for Ocean Terminal and Inverkip have been approved. Final business cases are being progressed later than planned due to external partner delays. Current forecast is onsite work will begin in 2019 for both Ocean Terminal and Inverkip.
To progress community empowerment to the level that the Act requires, the Council will need to further develop the capacity of communities it is working with. It will need to raise awareness of the possibilities for communities, and look at the level of funding and staffing required to work with communities to progress	Amber – slight slippage	Draft locality plans are being developed featuring a strategic needs assessment of each area as well as summaries of community engagement. Plans will be finalised and presented to the Inverclyde Alliance Board in December 2018. No participation or asset transfer requests have yet been received by the Council. Further work is required to identify the

BVAR Recommendation	Council assessment	Comment
initiatives including the transfer of assets and participatory budgeting.		resources required to deliver community empowerment. Participatory budgeting is being rolled out across 7 council wards.
All service review reports should be presented to councillors at the relevant service committee, in accordance with the Council's service review guidance. Councillors should also receive progress reports on service reviews.	Green – on track	Service review reports are reported to relevant service committees as they are completed. The timing of reporting of some service reviews has been affected by the budget planning process.
The Council should embed the recent introduction of directorate change management groups to prioritise, manage and monitor service improvement activity.	Green – on track	Change management groups are now fully operational within directorates. Service reviews ensure corporate consistency and adherence to completion timescale.

**76.** During 2017/18, we undertook detailed audit work to confirm progress on two improvement actions: financial management and workforce planning.

**77.** Overall the Council has made reasonable progress in progressing its BVAR Improvement Plan, and we will continue to monitor the Council's response to the report throughout our audit appointment.

### The Council continues to explore shared services

**78.** The East Dunbartonshire, Inverclyde and West Dunbartonshire Councils' Shared Service Joint Committee became effective from 1 November 2016, establishing a governance framework for the potential sharing of services.

**79.** In March 2017, Inverclyde and West Dunbartonshire Councils agreed to progress a shared service for roads and transportation, with Inverclyde Council acting as the lead Council. The first step in this process involves appointing a lead head of service. This appointment will strategically manage roads and transportation services across the two councils. They will also manage the development of strategic business cases for wider shared service opportunities such as ground maintenance, waste management and fleet management.

**80.** Inverclyde Council advertised for this post in Spring 2018, however the recruitment campaign was postponed. We understand that the original proposals have been amended. The most recent proposal is for the partner councils to maintain separate roads and transportation services, with a shared head of service to be appointed. Inverclyde Council needs to be clear on the benefits that it hopes to achieve, and should ensure that any shared service agreement can deliver the desired outcomes.

[Recommendation 2 \(refer Appendix 1, action plan\)](#)

## Community engagement has experienced some slippage

- 81.** The BVAR identified good examples of how the Council has involved the community in planning its services. The Inverclyde Alliance Community Engagement Strategy 2008-2018 forms the basis for how the Alliance partners work with and involve local communities and third-sector organisations, such as local voluntary groups.
- 82.** The Council has experienced slight slippage in implementing actions relating to community engagement following the BVAR. Actions include rolling out participatory budgeting across the seven council wards, with £50,000 allocated to each.

## The Council continues to perform well against a range of national indicators, but comparative performance has reduced in 2016/17 compared to 2015/16

- 83.** The most recent [National Benchmarking Overview Report 2016/17](#) by the Improvement Service was published in February 2018 and covered the 2016/17 reporting period. The number of indicators the Council has in the top two quartiles (35) is the joint 5th highest across all Scottish councils. Notable performance and improvement include:
- The Council maintained its position as the top ranked council in the percentage of funded early years provision which is graded good/better;
  - The percentage of pupils gaining 5 plus awards at level 5 improved from 57 per cent in 2015/16 to 61 per cent in 2016/17. The Council's ranking improved eight places to 14<sup>th</sup>, putting it in quartile 2.
  - The percentage of adults satisfied with local schools increased from 87 per cent in 2015/16 to 89 per cent in 2016/17. The Council maintained its second place ranking out of all Scottish councils.
- 84.** In 2016/17, however, the performance of 59 per cent of the Council's indicators were in the top two quartiles compared to 68 per cent in 2015/16. In 2014/15 just under half (49 per cent) of indicators were in the top two quartiles. So following relative overall improvements in 2015/16 performance compared to other councils has slipped in 2016/17. Areas where performance declined in 2016/17 include:
- The percentage of pupils entering positive destinations reduced from 94.3% in 2015/16 to 93.0% in 2016/17. The Council's ranking fell 11 places to 23rd, putting it in quartile 3.
  - The net cost of waste disposal per premise increased from £82.79 in 2015/16 to £94.45 in 2016/17. The Council's ranking fell six places to 17<sup>th</sup>, putting it in quartile 3.
  - The number of Business Gateway start-ups per 10,000 population reduced from 19.25 in 2015/16 to 12.76 in 2016/17. The Council's ranking fell ten places to 26<sup>th</sup>, putting it in quartile 4.

## The Council's arrangements for publication are satisfactory.

- 85.** The Accounts Commission places great emphasis on councils' responsibility for public performance reporting. The Commission does not prescribe how councils should report this information but expects them to provide the public with fair, balanced and engaging performance information.
- 86.** For 2017/18 two SPIs were prescribed:

- SPI 1: covering a range of information relating to areas of performance such as improving local public services, improving local outcomes, engaging with communities and achieving Best Value
- SPI 2: relates to the reporting of performance information as required by the Local Government Benchmarking Framework.

### **National performance audit reports**

- 87.** Audit Scotland carries out a national performance audit programme on behalf of the Accounts Commission and the Auditor General for Scotland. During 2017/18, Audit Scotland published a number of reports were issued which are of direct interest to the Council. These are outlined in [Appendix 4](#).
- 88.** The Council has processes in place to ensure that findings from national and other relevant Audit Scotland reports are reported to members. These are provided alongside an assessment of potential improvement actions by Inverclyde Council to support further improvements.

# Appendix 1

## Action plan 2017/18

### 2017/18 recommendations for improvement

No.	Issue/risk	Recommendation	Agreed management action/timing
1	<p><b>Financial ratios</b></p> <p>Financial indicators disclosed in the management commentary are consistent with the financial statements and our understanding of the Council. The basis of calculating some indicators are, however, inconsistent with the previous year's method.</p> <p><b>Risk</b></p> <p>It is not possible to compare performance over the medium to long term using the financial indicators in the management commentary.</p>	<p>The Council should adopt a consistent approach to calculating and reporting financial indicators.</p> <p><a href="#">Exhibit 3, page 9</a></p>	<p>Officers within Finance will review and document the approach for calculating ratios for use in future Annual Accounts.</p> <p>Chief Financial Officer</p> <p>March, 2019</p>
2	<p><b>Shared services</b></p> <p>Proposals for the sharing of roads and transportation services have been amended, with the most recent proposal being that the partner councils will maintain separate roads and transportation services, with a shared head of service to be appointed.</p> <p><b>Risk</b></p> <p>There is a risk that the Council do not achieve the desired benefits from shared service arrangements.</p>	<p>The Council needs to be clear on the benefits that it hopes to achieve and should ensure that any agreed shared service arrangement can deliver the desired outcomes.</p> <p><a href="#">Paragraph 80</a></p>	<p>The Council will continue to receive six monthly updates on the effectiveness of the proposed arrangements to ensure the envisaged benefits are delivered</p> <p>Corporate Director Environment, Regeneration &amp; Resources</p> <p>To April 2020</p>



No.	Issue/risk	Recommendation	Agreed management action/timing
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Follow up of prior year recommendations

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<b>b/f</b>	<p><b>Common Good Fund</b></p> <p>At the end of 2016/17 the fund's revenue reserve was in a deficit position of £6,000. This is below the recommended minimum surplus of £100,000.</p>	<p>Current spending levels can no longer be sustained. Management must take corrective action to return the fund to a surplus position and to build up the minimum level of recommended reserves.</p>	<p><b>Ongoing</b></p> <p>As part of the 2017/18 budget process the Council implemented actions to enable the Common Good fund to reach its target balance of £100,000 within the next five years.</p> <p>Based on the latest projections and the recent approved sale of a Common Good asset the Council has advised that plans are on target.</p>
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# Appendix 2

## Significant audit risks identified during planning

The table below sets out the audit risks we identified during our planning of the audit and how we addressed each risk in arriving at our conclusion. The risks are categorised between those where there is a risk of material misstatement in the annual accounts and those relating our wider responsibility under the [Code of Audit Practice 2016](#).

Audit risk	Assurance procedure	Results and conclusions
<b>Risks of material misstatement in the financial statements</b>		
<p><b>1 Risk of management override of controls</b></p> <p>ISA 240 requires that audit work is planned to consider the risk of fraud, which is presumed to be a significant risk in any audit. This includes consideration of the risk of management override of controls in order to change the position disclosed in the financial statements.</p>	<p>Owing to the nature of this risk, assurances from management are not applicable in this instance.</p>	<p><b>Results</b> – We did not identify any significant issues within our work on journals or accounting estimates. Our testing of accruals and prepayments did not identify any errors and there were no significant transactions outside the normal course of business.</p> <p><b>Conclusion</b> - No issues were identified that indicate management override of controls.</p>
<p><b>2 Risk of fraud over income</b></p> <p>Inverclyde Council receives a significant amount of income in addition to Scottish Government funding. The extent and complexity of income means that, in accordance with ISA240, there is an inherent risk of fraud.</p>	<p>The annual internal audit plan for 2017/18 includes specific corporate fraud reviews of:</p> <ul style="list-style-type: none"> <li>• Code of Conduct – conflicts of interest / other remunerative employment</li> <li>• Commercial leases</li> </ul> <p>Compliance with relevant financial policies and procedures is reviewed by management as part of the annual governance review.</p>	<p><b>Results</b> – We did not identify any significant issues from our testing of income controls and transactions.</p> <p><b>Conclusion</b> – No fraud issues were identified.</p>
<p><b>3 Risk of fraud over expenditure</b></p> <p>The Code of Audit Practice extends the assumptions within ISA 240 to the risk of fraud associated with areas of expenditure. Inverclyde Council incurs significant expenditure in areas such as welfare benefits, social care payments and grants and therefore there is an inherent risk of fraud.</p>	<p>The annual internal audit plan for 2017/18 includes specific corporate fraud reviews of:</p> <ul style="list-style-type: none"> <li>• Council Tax Reduction Scheme – exemptions</li> <li>• Creditors – duplicate payments</li> <li>• Code of Conduct – conflicts of interest / other remunerative employment</li> <li>• Employee expenses</li> </ul>	<p><b>Results</b> – We did not identify any significant issues in our testing of expenditure controls, although we reported areas where controls could be strengthened.</p> <p><b>Conclusion</b> – No fraud issues were identified.</p>

Audit risk	Assurance procedure	Results and conclusions
	<ul style="list-style-type: none"> <li>Commercial leases</li> </ul> <p>The plan also allows for the oversight of arrangements for the National Fraud Initiative (NFI) exercise.</p> <p>Compliance with relevant financial policies and procedures is reviewed by management as part of the annual governance review.</p>	

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### Risks identified from the auditor's wider responsibility under the Code of Audit Practice

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<p><b>4 Best Value Assurance Report (BVAR) recommendations</b></p> <p>The BVAR made a number of recommendations related to the wider dimension risks.</p>	<p>The Council developed an improvement plan to address the recommendations made by Audit Scotland. The actions in the improvement plan have also been absorbed into the Corporate Directorate Improvement Plans (CDIPs) for the Council.</p>	<p><b>Results</b> – The Council presented a BVAR improvement plan progress report to the Policy and Resources Committee in September 2018. This detailed that of the ten agreed actions four were complete; three were on target; and three had experienced slight slippage.</p> <p><b>Conclusion</b> – Reported in section 5. We will continue to monitor progress.</p>
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# Appendix 3

## Summary of national performance reports 2017/18



		Apr		
		May		
Common Agricultural Policy Futures programme: further update		<b>Jun</b>		Scotland's colleges 2017
		Jul		NHS workforce planning
Self-directed support: 2017 progress report		<b>Aug</b>		
Equal pay in Scottish councils		<b>Sept</b>		
Transport Scotland's ferry services		<b>Oct</b>		NHS in Scotland 2017
Local government in Scotland: Financial overview 2016/17		<b>Nov</b>		
		Dec		
		Jan		
Early learning and childcare		<b>Feb</b>		
Managing the implementation of the Scotland Acts		<b>Mar</b>		

### Local government relevant reports

[Principles for a digital future](#) – May 2017

[Self-directed support: 2017 progress report](#) – August 2017

[Equal pay in Scottish councils](#) – September 2017

[Local government in Scotland: Financial overview 2016/17](#) – November 2017

# Inverclyde Council

## 2017/18 Annual Audit Report

If you require this publication in an alternative format and/or language, please contact us to discuss your needs: 0131 625 1500 or [info@audit-scotland.gov.uk](mailto:info@audit-scotland.gov.uk)

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Mr Alan Puckrin  
Chief Financial Officer  
Inverclyde Council  
Municipal Buildings  
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Greenock  
PA15 1LY

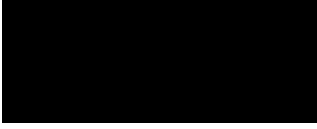
24 September 2018

## Inverclyde Council 2017/18 Annual Audit Report

1. International Standard on Auditing (UK and Ireland) 260 (ISA 260) requires auditors to report specific matters arising from the audit of the financial statements to those charged with governance of a body in sufficient time to enable appropriate action. We are drawing to your attention matters for your consideration before the financial statements are approved and certified. We also present for your consideration our draft annual report on the 2017/18 audit which identifies significant findings from the financial statements audit. The section headed "Significant findings from the audit in accordance with ISA260" in the attached annual audit report sets out the issues identified. This report will be issued in final form after the financial statements have been certified.
2. Our work on the financial statements is now substantially complete. Subject to the satisfactory conclusion of any outstanding matters and receipt of a revised set of financial statements for final review, we anticipate being able to issue an unqualified auditor's report on 27 September 2018 (the proposed report is attached at Appendix A). There are no anticipated modifications to the audit report.
3. In presenting this report to the Council we seek confirmation from those charged with governance of any instances of any actual, suspected or alleged fraud; any subsequent events that have occurred since the date of the financial statements; or material non-compliance with laws and regulations affecting the entity that should be brought to our attention.
4. We are required to report to those charged with governance all unadjusted misstatements which we have identified during the course of our audit, other than those of a trivial nature and request that these misstatements be corrected. We have no unadjusted misstatements to bring to your attention.

5. As part of the completion of our audit we seek written assurances from the Accountable Officer on aspects of the financial statements and judgements and estimates made. A draft letter of representation under ISA580 is attached at [Appendix B](#). This should be signed and returned by the Accountable Officer with the signed financial statements prior to the independent auditor's opinion being certified.

Kind regards



Brian Howarth

Audit Director, Audit Scotland

# APPENDIX A: Proposed Independent Auditor's Report

## Independent auditor's report to the members of Inverclyde Council and the Accounts Commission

This report is made solely to the parties to whom it is addressed in accordance with Part VII of the Local Government (Scotland) Act 1973 and for no other purpose. In accordance with paragraph 120 of the Code of Audit Practice approved by the Accounts Commission, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

### Report on the audit of the financial statements

#### Opinion on financial statements

I certify that I have audited the financial statements in the annual accounts of Inverclyde Council and its group for the year ended 31 March 2018 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the council-only and group Expenditure and Funding Analysis, Comprehensive Income and Expenditure Statements, Balance Sheets, Movement in Reserves Statements, Cash Flow Statement, the council-only Council Tax Income Account, Non-Domestic Rates Income Account, Common Good Fund statements, Trust Funds and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the 2017/18 Code).

In my opinion the accompanying financial statements:

- give a true and fair view in accordance with applicable law and the 2017/18 Code of the state of affairs of the council and its group as at 31 March 2018 and of the income and expenditure of the council and its group for the year then ended;
- have been properly prepared in accordance with IFRSs as adopted by the European Union, as interpreted and adapted by the 2017/18 Code; and
- have been prepared in accordance with the requirements of the Local Government (Scotland) Act 1973, The Local Authority Accounts (Scotland) Regulations 2014, and the Local Government in Scotland Act 2003.

#### Basis of opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the council and its group in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Conclusions relating to going concern basis of accounting

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

- the use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chief Financial Officer has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the council'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.

## **Responsibilities of the Chief Financial Officer and Inverclyde Council for the financial statements**

As explained more fully in the Statement of Responsibilities for the Annual Accounts, the Chief Financial Officer is responsible for the preparation of financial statements that give a true and fair view in accordance with the financial reporting framework, and for such internal control as the Chief Financial Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Financial Officer is responsible for assessing the council'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 deemed inappropriate.

Inverclyde Council is responsible for overseeing the financial reporting process.

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

My objectives are to achieve reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my 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 the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my auditor's report.

## **Other information in the annual accounts**

The Chief Financial Officer is responsible for the other information in the annual accounts. The other information comprises the information other than the financial statements, the audited part of the Remuneration Report, and my auditor's report thereon. My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon except on matters prescribed by the Accounts Commission to the extent explicitly stated later in this report.

In connection with my audit of the financial statements, my responsibility is to read all the other information in the annual accounts and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

## **Report on other requirements**

### **Opinions on matters prescribed by the Accounts Commission**

In my opinion the audited part of the Remuneration Report has been properly prepared in accordance with The Local Authority Accounts (Scotland) Regulations 2014.

In my opinion, based on the work undertaken in the course of the audit:

- the information given in the Management Commentary for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with statutory guidance issued under the Local Government in Scotland Act 2003; and
- the information given in the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has

been prepared in accordance with the Delivering Good Governance in Local Government: Framework (2016).

**Matters on which I am required to report by exception**

I am required by the Accounts Commission to report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the audited part of the Remuneration Report are not in agreement with the accounting records; or
- I have not received all the information and explanations I require for my audit; or
- there has been a failure to achieve a prescribed financial objective.
- 

I have nothing to report in respect of these matters.

Brian Howarth ACMA CGMA  
Audit Director  
Audit Scotland  
4th floor  
The Athenaeum Building  
8 Nelson Mandela Place  
Glasgow  
G2 1BT

28 September 2018

## APPENDIX B: Letter of Representation (ISA 580)

Brian Howarth  
Assistant Director  
Audit Scotland  
4th Floor  
8 Nelson Mandela Place  
Glasgow  
G2 1BT

27 September 2018

Dear Brian,

### **Inverclyde Council Annual Accounts 2017/18**

1. This representation letter is provided about your audit of the annual accounts of Inverclyde Council for the year ended 31 March 2018 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with the financial reporting framework, and for expressing other opinions on the remuneration report, management commentary and the annual governance statement.
2. I confirm to the best of my knowledge and belief, and having made appropriate enquiries of the Chief Executive and Corporate Management Team, the following representations given to you in connection with your audit of Inverclyde Council for the year ended 31 March 2018.

### **General**

3. Inverclyde Council and I have fulfilled our statutory responsibilities for the preparation of the 2017/18 annual accounts. All the accounting records, documentation and other matters which I am aware are relevant to the preparation of the annual accounts have been made available to you for the purposes of your audit. All transactions undertaken by Inverclyde Council have been recorded in the accounting records and are properly reflected in the financial statements.
4. I confirm that the effects of uncorrected misstatements are immaterial, individually and in aggregate, to the financial statements as a whole. I am not aware of any uncorrected misstatements other than those reported by you.

### **Regularity of Financial Transactions**

5. The financial transactions of Inverclyde Council are in accordance with the relevant legislation and regulations governing its activities and expenditure and income were incurred or applied in accordance with applicable enactments and guidance issued by Scottish Ministers.

### **Financial Reporting Framework**

6. The annual accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (2017/18 accounting code) and in accordance with the requirements of the Local Government (Scotland) Act 1973, the Local Government in Scotland Act 2003 and The Local Authority Accounts (Scotland) Regulations 2014.



7. In accordance with the 2014 regulations, I have ensured that the financial statements give a true and fair view of the financial position of Inverclyde Council and its group at 31 March 2018 and the transactions for 2017/18.

### **Accounting Policies & Estimates**

8. All significant accounting policies applied are as shown in the notes to the financial statements. The accounting policies are determined by the 2017/18 accounting code where applicable. Where the code does not specifically apply I have used judgement in developing and applying an accounting policy the results in information that is relevant and reliable. All accounting policies applied are appropriate to Inverclyde Council circumstances and have been consistently applied.
9. The significant assumptions used in making accounting estimates are reasonable and properly reflected in the financial statements. Judgements used in making estimates have been based on the latest available, reliable information. Estimates have been revised where there are changes in the circumstances on which the original estimate was based or as a result of new information or experience.

### **Going Concern Basis of Accounting**

10. I have assessed Inverclyde Council's ability to continue to use the going concern basis of accounting and have concluded that it is appropriate. I am not aware of any material uncertainties that may cast significant doubt on Inverclyde Council's ability to continue as a going concern. The Council has assessed Inverclyde Council's ability to carry on as a going concern.

### **Assets**

11. The assets shown in the Statement of Financial Position at 31 March 2018 were owned by Inverclyde Council, other than assets which have been purchased under finance leases.
12. I carried out an assessment at 31 March 2018 as to whether there is any indication that an asset may be impaired and have recognised any impairment losses identified.
13. I have provided you with all information of which I am aware regarding any valuation exercises carried out after 31 March 2018.
14. There are no plans or intentions that are likely to affect the carrying value or classification of the assets recognised within the financial statements.
15. Assets are free from any lien, encumbrance or charge except as disclosed in the financial statements

### **Liabilities**

16. All liabilities at 31 March 2108 of which I am aware have been recognised in the annual accounts.
17. Provisions have been made in the financial statements for all material liabilities which have resulted or may be expected to result, by legal action or otherwise, from events which had occurred by 31 March 2018 and of which Inverclyde Council could reasonably be expected to be aware. The amount recognised as a provision is the best estimate of the expenditure likely to be required to settle the present obligation at 31 March 2018.

18. Provisions recognised in previous years have been reviewed and adjusted, where appropriate, to reflect the best estimate at 31 March 2018 or to reflect material changes in the assumptions underlying the calculation of the cash flows.
19. The pension assumptions made by the actuary in the IAS 19 report for Inverclyde Council have been considered and I confirm they are consistent with management's own view.
20. There are no plans or intentions that are likely to affect the carrying value or classification of the liabilities recognised in the financial statements.

### **Carrying Value of Assets and Liabilities**

21. The assets and liabilities have been recognised, measured, presented and disclosed in accordance with the Code. There are no plans or intentions that are likely to affect the carrying value or classification of the assets and liabilities within the financial statements.

### **Fraud**

22. I have provided you with all information in relation to:
  - My assessment of the risk that the financial statements may be materially misstated because of fraud
  - Any allegations of fraud or suspected fraud affecting the financial statements
  - Fraud or suspected fraud that I am aware of involving management, employees, who have a significant role in internal control, or others that could have a material effect on the financial statements.

### **Laws and Regulations**

23. I have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

### **Related Party Transactions**

24. All material transactions with related parties have been disclosed in the financial statements in accordance with the 2017/18 accounting code. I have made available to you the identity of all Inverclyde Council's related parties and all the related party relationships and transactions of which I am aware.

### **Remuneration Report**

25. The Remuneration Report has been prepared in accordance with the Local Authority Accounts (Scotland) Amendment Regulations 2014, and all required information of which I am aware has been provided to you.

### **Management Commentary**

26. I confirm that the Management Commentary has been prepared in accordance with the statutory guidance and the information is consistent with the financial statements.

### **Corporate Governance**

27. I confirm that the Annual Governance Statement has been prepared in accordance with the Delivering Good Governance in Local Government: Framework 2016 and the information is consistent with the financial statements. There have been no changes in the corporate governance arrangements or issues identified, since 31 March 2018, which require to be reflected.

### **Group Accounts**

28. I have identified all the other entities in which Inverclyde Council has a material interest and have classified and accounted for them in accordance with the 2017/18 accounting code. Any significant issues with the financial statements of group entities, including any qualified audit opinions, have been advised to you.

### **Integration Joint Boards**

29. Inverclyde Health & Social Care Partnership has been consolidated within the Inverclyde Council financial statements for 2017/18 in accordance with IAS 27 Consolidated and Separate Financial Statements and the Code. The Integration Joint Board figures used in the consolidation process were based on the unaudited accounts for Inverclyde Health & Social Care Partnership. There were no any material changes to the draft figures used in the consolidation.

### **Events Subsequent to the Date of the Statement of Financial Position**

30. There have been no material events since the date of the Statement of Financial Position which necessitate revision of the figures in the financial statements or notes thereto including contingent assets and liabilities.
31. Since the date of the Statement of Financial Position no events or transactions have occurred which, though properly excluded from the financial statements, are of such importance that they should be brought to your notice.

Yours sincerely

Section 95 Officer

APPENDIX 2

Inverclyde Council  
**Audited Annual Accounts**  
2017 - 2018



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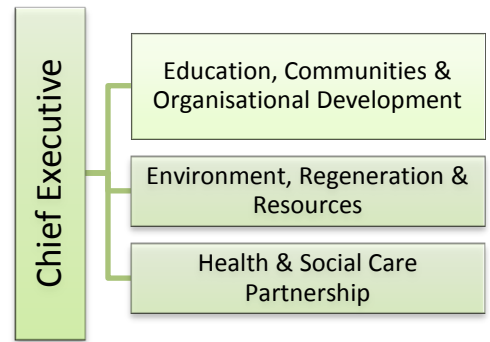
## 1. Introduction

This publication contains the financial statements of both Inverclyde Council and its group for the year ended 31 March 2018, and its main purpose is to demonstrate the stewardship of public funds entrusted to the Council. This foreword outlines the objectives and strategy of the Council and its financial performance for the year 2017-2018. It also provides an indication of issues and risks which may impact upon the finances of the Council in the future.

### Principal Activities

Inverclyde Council was established in 1996 as part of local government reorganisation in Scotland under the Local Government (Scotland) Act 1994. The Council has responsibility for providing local authority services for the residents of Inverclyde which is located in the West of Scotland along the River Clyde. It is one of the smallest local authorities in Scotland, covering 61 square miles and serving a population of 78,760 (1.5% of the total population of Scotland). The Council employs 4,133 employees and provides a wide range of vital services to the public such as education, social services, leisure and recreation, libraries and museums, regeneration, planning and building standards, roads and transport, street cleaning and refuse collection. The Council transferred its housing stock to River Clyde Homes, a not-for-profit social housing provider, in 2007. Inverclyde Council and NHS Greater Glasgow and Clyde created an Integrated Joint Board for the delivery of Health and Social Care Services during 2015-2016 and budgets were delegated to the IJB on 1 April 2016.

Inverclyde Council has 22 councillors; elected every five years to represent the interest of the local community. Following the Local Government elections in May 2017, the Council has a minority Labour administration with Councillor Stephen McCabe as its Leader. During 2017-2018 the management of Inverclyde Council was led by the Chief Executive, Aubrey Fawcett. The operational structure is divided into three directorates as shown on the right. The Council has established two Arms' Length Organisations – Inverclyde Leisure and Riverside Inverclyde – to deliver certain services more effectively on the Council's behalf. Section 5 has more details of these and the other entities in the Inverclyde Council group and section 6 has links to their websites.



## 2. Objectives and Strategy of the Council

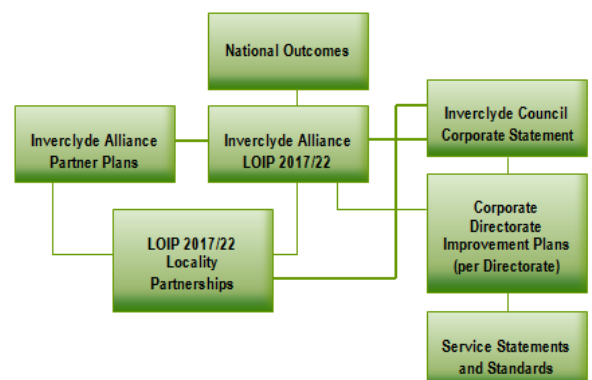
### Getting it Right for Every Child, Citizen and Community

The Council's Corporate Statement is a public facing, focused statement, setting out the Council's vision for Inverclyde, which is "Getting it Right for Every Child, Citizen and Community". Inverclyde Council wants all of its residents to be "safe, healthy, achieving, nurtured, active, respected, responsible and included". In addition the Community Empowerment (Scotland) Act 2015 places a legal duty on Community Planning Partners to demonstrate that they are making a difference to the lives of their residents through the planning and delivery of local outcomes and the involvement of community bodies at all stages of community planning. The Inverclyde Outcomes Improvement Plan (OIP) 2017/22 sets out the outcomes that Community Planning Partners in Inverclyde, known as the Inverclyde Alliance, will seek to improve. This, in turn, should improve the well-being and quality of life of the residents of Inverclyde, with a particular focus on reducing inequality and poverty. The OIP does not cover everything that is being delivered in Inverclyde but focuses on three key priority areas: Repopulation; Reducing Inequalities; and Environment, Culture and Heritage. The Plan can be viewed on the Council's website at <http://www.inverclyde.gov.uk/council-and-government/community-planning-partnership/inverclyde-outcome-improvement-plan>

### Delivering the Strategy

Inverclyde Council has an established framework in place that integrates strategic planning with performance management to ensure the effective delivery of corporate and service outcomes. The main aspects of the framework are illustrated in the diagram on the right.

The Scottish Government publishes a set of "National Outcomes" for public services and engages with each local authority to reach agreement on local outcomes and measures which are set out in the OIP 2017/22.



Inverclyde Council's Corporate Statement sets out the key outcomes the Council is committed to delivering with its Partners.

Services demonstrate how their own activities link to the Council's vision and priorities through their Corporate Directorate Improvement Plans. Consultation on the future vision and activities of the Council is undertaken through the Council's Citizens' Panel and through specific consultations.

## Public Performance Reporting

Inverclyde Council publishes a wide range of comprehensive and diverse performance indicators to allow the public to make an informed assessment of how the Council is performing. Full details of the Council's performance reporting can be found by following the link to the Council's performance pages on its website <http://www.inverclyde.gov.uk/council-and-government/performance>. The CDIPs also contain details about financial and non-financial performance indicators. The most recent indicators, including snapshots of these, can be found at <http://www.inverclyde.gov.uk/council-and-government/performance/statutory-performance-indicators>

The most recent available data for the Council's performance relates to 2016-2017. Some of the performance highlights for that reporting year include:

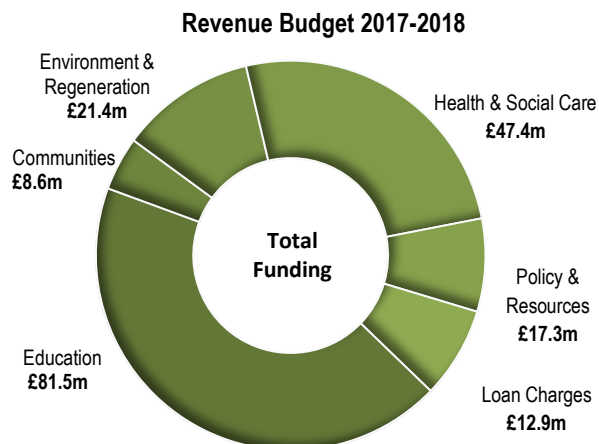
- The percentage of income from Council Tax received by the end of the year was the highest ever achieved by the Council.
- In terms of the satisfaction level with schools in Inverclyde, there was an increase of 2% to 89.33%; again, this was the highest level ever achieved.
- For the second consecutive year, the Council achieved maximum performance in terms of its funded early years provision which is graded Good/Better. Additionally, the Council are comfortably above the national average for this measure.
- The Council's waste collection costs were the lowest in Scotland and considerably below the Scottish average.
- There was a reduction in the percentage of the majority of classes of Inverclyde's roads which require maintenance treatment, as well as an improved or maintained performance in terms of its position in the national rankings for the roads maintenance indicators. Additionally, the Council more than doubled the percentage of footways that it reconstructed which meant that performance of the relevant performance indicator was comfortably above target.
- There was an increase in the number of interventions regarding food safety hygiene which means the relevant performance measure achieved maximum performance.
- The Council also achieved maximum performance in terms of the number of high priority public health complaints attended by the next working day.
- The Council significantly improved the number of social background reports that were submitted within timescale.
- More than 90% of abandoned vehicles in Inverclyde were uplifted within 14 days.
- Between 2015-2016 and 2016-2017, the Council's carbon emissions increased by 1,715 CO<sub>2</sub> tonnes or 6.9%. However, during that period, all the Council's sources of carbon, with the exception of waste and business travel, showed a reduction in emissions.
- Sickness absence for non-teaching staff increased from 9.48 days in 2015-2016 to 10.86 days in the following year.
- Inverclyde's recycling performance declined by 1.28% between 2015-2016 and 2016-2017. Despite this, however, our performance was more than 8% above the Scottish average.

## The Annual Budget and Setting Council Tax

The Council formally approved the 2017/18 budget on 16<sup>th</sup> February 2017. The budget was based on the Council Tax for band D remaining at £1,198 for the eleventh successive year.

Spend of £189.1 million was planned in 2017/18 after taking account of Government Grants, inflation, borrowing costs and approved savings.

The Council also approved a £89 million three-year capital investment programme covering 2017-2020 of which over £60 million would be funded by the Council with the balance met from government grants.



Funding from Scottish Government (Non-domestic Rates and Government Grants) £158.9m (84%) and Council Tax (including Council Tax Reduction costs) £28.8m (15%). The remaining 1% is due to use of reserves and statutory funds funding 17/18 budget.

The major areas of planned investment were the ongoing programme of construction and refurbishment of schools, key improvements to the roads and lighting infrastructure plus significant capital work on other Council assets.

## 3. Financial Performance in 2017-2018

### General Revenue Budget

The General Fund is the statutory fund into which all the receipts of the Council are required to be paid and out of which all liabilities of the Council are to be met, except to the extent that statutory rules provide otherwise. The General Fund is funded by Government Grant and Council Tax revenues and the Movement in Reserves Statement on page 28 shows a deficit of £9.3 million. The Council set a balanced budget for 2017/18. During the year, the Council generated underspends of £2.4 million across all Service areas due to advancement of savings, increased turnover and general service underspends. An increase in Council Tax income and additional Scottish Government Grant allocations generated a surplus of £0.4 million. This has been offset in full by an increase in capital spend funded from reserves which has resulted in the deficit in the year of £9.3 million.

Deducting the deficit from the accumulated funds brought forward from 2016-2017 of £50.5 million, produces a working balance of £41.2 million to be carried forward to 2018-2019. Of the balance, £36.6 million has been earmarked for particular purposes as detailed in Note 3 on Pages 31-32. This leaves a balance of £4.6 million of unallocated reserves (2.44% of the Council's budgeted net annual running costs). This is £0.8 million more than the recommended level of £3.8 million (2% of annual turnover based on the 2017-2018 budget), and the Council will consider uses for the excess as part of the 2019-2020 revenue budget.

### Capital Budget

The Council continues to make significant capital investment in schools, roads, leisure, community and town centre estate with £30.8 million being spent in 2017-2018. The largest individual element of the capital expenditure for the year was the £17.5 million spent on building and refurbishing educational properties as part of the Council's School Estates Strategy. Funding of capital expenditure included £1.6 million from receipts, and £10.3 million from Government grants with the balance of £18.9 million being met through internal funding and borrowing. Further information about the spending on capital projects is shown in Note 9 on page 39.

Major projects progressed during the year included:

- £6.2 million on the replacement of St Ninian's Primary School
- £4.9 million on the Roads Asset Management Plan
- £3.9 million on the refurbishment of Moorfoot Primary School
- £2.6 million on the new Greenock West Early Years Facility
- £1.9 million on the refurbishment of Lady Alice Primary School

The Council is able to regulate its own capital spending limits within a Prudential Framework recommended by CIPFA and endorsed by the Scottish Government. The Council's performance confirms its overall capital spending of £30.8 million was managed within the "Prudential Framework" limits approved by the Council. There was net slippage of £0.7 million (2.0%) against the approved capital programme. This is a decrease on 2016-2017 where there was net advancement of £2.6 million (9.2%) against the approved capital programme.

### Key Financial Ratios

The Chartered Institute of Public Finance and Accountancy (CIPFA) Directors of Finance Section recommends that certain "financial ratios" are included in the Management Commentary to assist the reader to assess the performance of the Council over the financial year and of the affordability of its ongoing commitments. The following table provides the indicators with an explanation of each, grouped into CIPFA categories for the various areas of financial activity.



# Management Commentary

Financial Indicator	Commentary	2017-2018	2016-2017
<b>Reserves</b>			
Uncommitted General Fund Reserve as a proportion of Annual Budgeted Net Expenditure	Reflects the level of funding available to manage Financial risk/unplanned expenditure. The Council's Policy is 2% of annual turnover which is considered appropriate in the context of the Council's financial and ongoing risk profile. More Information is provided in the <i>General Revenue Budget</i> section above.	2.44%	3.04%
Movement in the Uncommitted General Fund Balance	Reflects the extent to which the Council is using its Uncommitted General Fund Reserve.	£1.2m decrease	£3.0m decrease
<b>Council Tax</b>			
In-year collection rate	Reflects the Council's effectiveness in collecting Council Tax debt and financial management. The Council continues to achieve high collection Levels despite the current economic climate and its effect on the local economy. Collection in 2017-2018 was the Council's highest level to date.	95.52%	95.32%
<b>Council Tax</b>			
Ratio of Council Tax Income to Overall Level of Funding	Reflects the Council's capacity to vary expenditure by raising Council Tax income, the only principal source of finance within Local Authority control. Inverclyde Council froze its 2017-2018 Council Tax bills at 2007-2008 levels.	14.8%	14.09%
<b>Financial Management</b>			
Actual Outturn compared to Budgeted Expenditure	How closely expenditure compares to the budget is a reflection of the effectiveness of financial management. This indicator is based on the format of budget monitoring as reported throughout the year. More details are provided in the <i>General Revenue Budget</i> section above.	98.41%	99.31%
<b>Debt/Long-term Borrowing</b>			
Capital Financing Requirement (CFR) for the current year	External debt levels are less than the CFR. This demonstrates that borrowing is for capital investment purposes only. More information is provided within the <i>Long-term and Short-term Borrowing and Lease Finance</i> section below.	£308.3m	£308.8m
External Debt Levels for the current year		£271.3m	£273.7m
Ratio of financing costs to net revenue stream	These two ratios compliment the assurances of borrowing only being for capital purposes with an indication of the Council's ability to service the borrowing costs. The Council's cost of borrowing remains consistently below the Scottish average; is affordable; and fits with the Council's medium to long-term financial strategy.	14.04%	13.54%
Impact of Capital Investment on Council Tax		£6.96	£10.55

## Assets and Liabilities

The Balance Sheet on page 27 summarises the Council's assets and liabilities as at 31 March 2018 and explanatory notes are provided. Net Assets have increased by £87.9 million to £156.97 million. Within this headline figure, there have been significant changes in both asset values and liabilities. Property, plant & equipment has increased by £4.9 million while short-term investments have decreased by £6.6 million; on the liabilities side the pensions liability has reduced by £90.7 million and borrowing and lease finance has reduced by £2.4 million. The major changes in the Council's Balance Sheet between March 2017 and March 2018 are explained in more detail in the following paragraphs.

## Non-current and Current Assets

Property, Plant & Equipment have increased in value by £4.9 million to £483.2 million. This increase in asset values is a result of the Council's investment in key capital projects. Short term investments have reduced by £6.6 million whilst cash equivalents have increased by £0.6 million. This has arisen as a result of funding requirements for 2017-2018, without additional borrowing. Long and short-term Debtors increased by £1.2 million and long and short-term creditors increased by £6.2 million.

## Pensions Position

The Council's pension position has improved over the year and the net liability has decreased by £90.7 million. The improvement is largely due to a higher discount rate and a significant decrease in the rate of increase in salaries used by the appointed actuaries to calculate the current value of future payments to pensioners according to accounting standards. The net discount rate has increased and the rate of increase in salaries has decreased resulting in a decrease in future liabilities. The details are shown in Note 16.

The change in the valuation of the net liability does not impact upon the General Fund balance. Scottish Government regulations require the General Fund balance to be charged with the amount payable by the Council to the pension fund or to pensioners in the year, not the amount calculated according to accounting standards.

## Long-term and Short-term Borrowing and Lease Finance

The Council's net borrowing (including finance leases) decreased by £2.4 million during the year. Short-term borrowing and lease financing increased by £9.7 million, whilst long-term borrowing and lease financing reduced by £12.0 million. This reflects the funding of the capital programme this year and the repayment of borrowing and lease finance.

The 4 year Treasury Management Strategy and Investment Strategy covering the period 2018-2019 to 2021-2022 was approved at the meeting of Inverclyde Council on 12 April 2018. The Strategy identified the need to borrow £35 million over the period to replace existing loans due to be repaid and to fund the planned Capital Programme.

The borrowing strategy is prepared in accordance with the Code of Practice on Treasury Management in Local Authorities. The Council's borrowing comes from market loans and from borrowing from the Public Works Loan Board. Further details are provided at Note 20. The Council regulates its capital spending limits within a prudential framework recommended by CIPFA and endorsed by the Scottish Government. Each year, the Council calculates its capital financing requirement (CFR) for the forthcoming year. The CFR is a prudent assessment of the external borrowings for capital investment purposes that are affordable and sustainable over the longer-term. The Council's external borrowings have only been for capital investment purposes. The Council's gross external debt was £271.3 million at 31 March 2018 compared to the CFR limit of £308.3 million. The Council's average loans rate was 3.56% for 2017-2018, a decrease of 0.10% from 2016-2017. The Council made no additional long-term borrowings during the year.

## 4. Financial Outlook, Key Risks & Plans for the Future

### Financial Outlook

The Council's Financial Strategy for June 2018 highlights that the pressure on public finances is scheduled to continue until at least 2021/2022. This in addition to the fact that Local Government is currently not one of the areas "protected" in Scottish Government Grant settlements, means continuing real term reductions to the Council's funding are likely.

For the next three years budget (2019-2022) the estimated mid-range funding gap is £15.0 million with optimistic and pessimistic scenarios of £2.0 million and £31.0 million respectively. At the same time, the Council faces ongoing service and cost pressures arising from a range of issues, most significantly demographic and socio-economic factors which continue to play a major role in driving spending pressures for the Council, particularly in relation to social care services. Inverclyde Council

# Management Commentary

had a smooth transition from the CHCP to the Integrated Joint Board as part of the Scottish Government's policy to integrate health and social care and this has assisted in addressing the undoubted challenges ahead.

## Management of Risk

The Council constantly reviews its Financial Strategy to address the challenges of forward planning, preparatory investment and a sufficient lead-in period prior to implementation of both savings and investment over the short, medium and longer term.

Over the short-term, the primary financial challenge and risk facing the Council will be to stay within the approved revenue budget and deliver a capital programme that continues to maintain a high level of investment in key infrastructure.

Over the medium to longer term, the major challenges and risks faced by the Council include changes to fiscal arrangements; increasing demands upon services and the Council's finances, including depopulation, inflation, demographic change; and the need for a better alignment between available resources across all agencies and the outcomes identified in the Local Outcomes Improvement Plan (LOIP). Given the difficult position the Council faces on capital expenditure, future capital expenditure proposals are largely self-financing through the release of other capital assets, in addition to delivering efficiencies that will secure ongoing revenue savings.

The Annual Governance Statement, shown on pages 10-14, details the arrangements the Council has put in place for the proper governance of the Council's affairs and for the management of risk. This Statement explains the system of internal control in place and sets out improvement actions to the governance framework, identified from the Council's ongoing review of these arrangements.

## Plans for the Future

2018-2019 will be a hugely important year for the Scottish public sector with the implications arising from the outcome of the EU Referendum and how the Scottish Parliament decides to develop the use of its fiscal powers in the context of the pressure on public finances. The combination of anticipated cost pressures, coupled with real terms reductions in Government Grant, present major challenges and financial risks to the Council over the medium term. Cost reductions of the level outlined above will require a fundamental review of priorities, income levels and how services are delivered to the public.

The Community Planning Partnership's LOIP and the Council's Corporate Plan provide a helpful focus in terms of the policy priorities for the Council, whilst recognising the financial pressures existing and forecast. The Council and Community Planning Partnership are continuing to develop approaches to fully implement the requirements set out in the Community Empowerment Act, including approaches to locality planning (in line with the Health and Social Care Partnership), community participation and engagement. Communities have a key role to play in shaping local public services.

Inverclyde Council is one of the member local authorities of the £1.1 billion Glasgow and Clyde Valley City Deal, the largest in the UK and the first of its kind in Scotland. This is one of the most significant funding arrangements to take place in Scotland and will fund major infrastructure projects and greatly add to the value of the wider local economy over the next 20 years. The headline projects within the Inverclyde area are the developments to the Greenock Ocean Terminal, the Greenock Inchgreen dockland and the Inverkip transport interchange.

Inverclyde Council commenced the early implementation of the 1140 hours early years provision in two of its facilities in 2017-2018. A full bid was submitted in accordance with Scottish Government requirements and Inverclyde Council have been awarded funding to have 1140 hours provided in all its early years facilities by 2020.

The recently revised Financial Strategy demonstrates that the Council is clear both about the outcomes it wants to achieve for the communities in Inverclyde and the financial challenges that must be addressed if the Council is to successfully deliver on these outcomes.

## 5. Supplementary Information

Local Authorities are required to prepare Group Accounts in addition to their own Council's accounts where they have a material interest in other organisations. The Group Accounts consolidate the results of the Council with its share of the Integrated Joint Board, joint venture, the Common Good and Trust Funds, subsidiaries and five associates – Inverclyde Leisure, Riverside Inverclyde, Strathclyde Partnership for Transport, Strathclyde Concessionary Travel Scheme Joint Board and Renfrewshire

Valuation Joint Board. The effect of the inclusion of these bodies in the Group Balance Sheet is to increase both net assets and total reserves by £21.765 million representing the Council's share of the net assets in these entities.

### Inverclyde Council Group

The Common Good Fund, administered by the Council, returned a surplus of £0.012 million on the usable reserves available for spending. The total usable reserves of the Common Good Fund now stand at £0.007 million, this is below the recommended minimum level of £0.1 million for this fund. Action has been taken in the 2018-2019 budget to address this and return reserves to an acceptable level. The financial statements and notes of the Common Good Fund are detailed on pages 67-68.

Inverclyde Leisure (IL) provides leisure facilities within the Inverclyde Council area to the general public and manages sports and leisure facilities, community centres, swimming pools and parks and pitches owned by the Council.

Riverside Inverclyde (ri) is the urban regeneration company responsible for a series of regeneration projects predominately on a 4.5 mile stretch of waterfront at Greenock and Port Glasgow and in the town centres of Gourock, Greenock and Port Glasgow. The joint working between ri and the Council continues to maximise the efficiency and collective impact of the two organisations in the face of increasingly scarce resources.

Strathclyde Partnership for Transport (SPT) and Strathclyde Concessionary Travel Scheme (SCTS) are public transport related Joint Boards and look after the public transport policy for the twelve local authorities in the area of the former Strathclyde Region. During the year, SPT provided funding to the Council for cycle routes and quality bus corridor improvements in Inverclyde. SCTS looked after the operation of the concessionary fares scheme for public transport.

The Integrated Joint Board has responsibility for the strategic commissioning (either planning or direct service delivery, or both) of the full range of health and social care services: population health and wellbeing, statutory health and social work/ social care services for children, adults, older people and people in the community justice system. During the financial year 2017-2018, the Health and Social Care Partnership generated a surplus of £1.836 million which is retained within the Integrated Joint Board Reserves.

The main focus for Renfrewshire Valuation Joint Board is to maintain electoral, council tax and non-domestic property registers.

Further details about the associates in the Inverclyde Council group and their financial results can be found on pages 70 to 75.

### Carbon Emissions and Energy Consumption

The Council takes its responsibilities with regard to reducing the effects of climate change seriously. This is most visibly demonstrated in the drafting of its new Climate Change Plan. The Council has set a target to reduce carbon emissions, the largest contributor to climate change, from its operations by 16%, by 31 March 2022 from a 1 April 2007 baseline.

The Climate Change Plan will also consider how the Council can adapt to inevitable climate change. Inverclyde is particularly susceptible to flooding and coastal erosion. The Climate Change Plan states an objective to formally identify and record all climate impacts and consider appropriate action.

The Scottish Government has set ambitious national targets to reduce greenhouse gases. It proposes to achieve these targets through developing low carbon energy supply and transport, and eliminating waste to landfill. This will entail major changes in existing infrastructure and the Scottish Government expects the public sector to lead on this. The new Climate Change Plan correspondingly states a requirement for the Council to investigate projects that can help achieve this transformational change.

Energy use from its buildings is the Council's largest carbon emitter, making up almost half of its total emissions. Between the financial years 2011-2012 and 2016-2017, (most recent data available), the Council has reduced carbon emissions from buildings by more than 17%. This equates to 2,163 tonnes of carbon. Furthermore, emissions from street lighting have reduced by more than 39%, fleet transport by almost 10%, business travel by more than 23% and water by almost 53%. The Council continues to devise project ideas to reduce carbon emissions from its operations.

### Equality and Diversity

Inverclyde Council is firmly committed to, the principle of equality of opportunity. The Council recognises its responsibility as a community leader, service provider and employer, to encourage the fair treatment of all individuals and to tackle social

# Management Commentary

exclusion. The Council is also committed to eradicate all forms of discrimination, direct or indirect, and aims to eliminate discriminatory practices and promote measures to combat its effects.

Information on the Council's Equality Outcomes and its mainstreaming report can be found on its website at <http://www.inverclyde.gov.uk/council-and-government/performance/statutory-performance-indicators/corporate-management/equality-and-diversity>

## Consultation and Communication with Workforce

Inverclyde Council has in place employee governance arrangements to ensure its employees are well informed, involved in decisions, appropriately trained, treated fairly and consistently and provided with a safe environment. The Council carries out periodic employee surveys, the last one being undertaken in 2015, and seeks the views of the workforce through regular consultations with staff and trade unions. Inverclyde Council is an accredited Living Wage Employer and was voted the Best Government Services Employer in the UK in the Bloomberg Best Employer Awards 2016.

## Events after the Balance Sheet Date

Events from the Balance Sheet Date until the Date of Signing the Accounts have been taken into consideration. There are no significant post balance sheet events to report.

## 6. Where to Find More Information

### In This Publication

An explanation of the financial statements which follow and their purpose are shown at the top of each page. The accounting policies and a glossary of terms can be found at the end of this publication and these provide an explanation of the main guidelines and terms used.

### On Our Website

Further information about Inverclyde Council can be obtained on the Council's website ([www.inverclyde.gov.uk](http://www.inverclyde.gov.uk)) or from Finance Services, Municipal Buildings, Clyde Square, Greenock PA15 1LY.

### On Group Entities' Websites

Further information about the entities within the Inverclyde Council group, the nature of their business and their financial results can be found on Inverclyde Leisure ([www.inverclydeleisure.com](http://www.inverclydeleisure.com)), Riverside Inverclyde ([www.riversideinverclyde.com](http://www.riversideinverclyde.com)), SPT ([www.spt.co.uk](http://www.spt.co.uk)), Renfrewshire Valuation Joint Board ([www.renfrewshire-vjb.gov.uk](http://www.renfrewshire-vjb.gov.uk)) and Inverclyde Integrated Joint Board ([www.inverclyde.gov.uk/health-and-social-care](http://www.inverclyde.gov.uk/health-and-social-care)).

## 7. Conclusion and Acknowledgements

The continuation of prudent financial management and medium term financial planning have allowed the Council to manage its financial affairs within budget and the financial objectives prescribed, whilst at the same time progressing major strategic initiatives such as the School Estate Strategy, the Road Assets Management Plan, wider regeneration via City Deal and the successful implementation of the Integrated Joint Board. This reflects well on both the efforts and professionalism of the employees and the effectiveness of our financial management procedures.

We would like to take this opportunity to acknowledge the significant effort in producing the Annual Accounts and to record our thanks to our colleagues for their continued hard work and support. We greatly appreciate the significant efforts of all who were involved.



**Cllr Stephen McCabe**  
Leader of the Council



**Aubrey Fawcett**  
Chief Executive



**Alan Puckrin C.P.F.A**  
Chief Financial Officer

# Statement of Responsibilities for the Annual Accounts

## 1. The Council's Responsibilities

The Council is required to:

- (i) Make arrangements for the proper administration of its financial affairs and to ensure that the proper officer of the authority has responsibility for the administration of those affairs (section 95 of the Local Government (Scotland) Act 1973). In this authority, that officer is the Chief Financial Officer.
- (ii) Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- (iii) Ensure the Annual Accounts are prepared in accordance with legislation (The Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland Act 2003).
- (iv) Approve the Annual Accounts for signature.

I confirm that these Annual Accounts were approved for signature by Inverclyde Council at its meeting on 27 September 2018.

Signed on behalf of Inverclyde Council

**Cllr Stephen McCabe**

Leader of the Council

**Date:** 27 September 2018

## 2. The Chief Financial Officer's Responsibilities

The Chief Financial Officer of Inverclyde Council is responsible for the preparation of the Council's Annual Accounts, in accordance with proper practices as required by legislation and as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ("The Accounting Code").

In preparing the Annual Accounts, the Chief Financial Officer has:

- (i) Selected suitable accounting policies and then applied them consistently.
- (ii) Made judgements and estimates that were reasonable and prudent.
- (iii) Complied with legislation.
- (iv) Complied with the Local Authority Accounting Code (in so far as it is compatible with legislation).

The Chief Financial Officer has also:

- (i) Kept adequate accounting records which were up to date.
- (ii) Taken reasonable steps for the prevention and detection of fraud and other irregularities.
- (iii) Signed and dated the Balance Sheet.

I certify that the financial statements give a true and fair view of the financial position of the local authority and its group at the reporting date and the transactions of the local authority and its group for the year ended 31 March 2018.

**Alan Puckrin C.P.F.A**

Chief Financial Officer

**Date:** 27 September 2018

## 1. Scope of Responsibility

Inverclyde Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. Under the Local Government in Scotland Act 2003, the Council also has a statutory duty to make arrangements to secure best value, which is defined as continuous improvement in the performance of the Council's functions.

In discharging these responsibilities, Elected Members and the Corporate Management Team are responsible for putting in place proper arrangements for the governance of the Council's affairs, and for facilitating the effective exercise of its functions, including the arrangements for the management of risk. The Council has established two Arms-Length External Organisations – Inverclyde Leisure and Riverside Inverclyde – to deliver services more effectively on the Council's behalf, and which report regularly to Elected Members. From 1 April 2016, the Inverclyde Integration Joint Board was established for the formal integration of health and care services between Inverclyde Council and the NHS Greater Glasgow and Clyde.

The Council has adopted a Local Code of Corporate Governance ("the Local Code") consistent with the seven principles of CIPFA and the Society of Local Authority Chief Executives (SOLACE) framework, "*Delivering Good Governance in Local Government: Framework (2016)*". A copy of the Local Code can be obtained from the Corporate Policy Unit, Municipal Buildings, Greenock, PA15 1LY.

This statement explains how Inverclyde Council has complied with the Local Code and also meets the Code of Practice on Local Authority Accounting in the UK, which details the requirements for an Annual Governance Statement.

## 2. The Purpose of the Governance Framework

The governance framework comprises the systems, processes, culture and values, by which the Council is directed and controlled and through which it accounts to, and engages with communities. It enables the Council to monitor the achievement of its key corporate priorities and strategic objectives set out in the Council's Corporate Statement/Plan. It enables the Council to consider whether those objectives have led to the delivery of appropriate value for money services.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. Internal control cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

This governance framework has been in place at Inverclyde Council for the year ended 31 March 2018 and up to the date of the approval of the Statement of Accounts.

## 3. The Governance Framework

The main features of the Council's governance arrangements are described in the Local Code but are summarised below:

- The overarching strategic vision of the Council is detailed in the Council's Corporate Statement which sets out the key outcomes the Council is committed to delivering with its partners, as set out in the Inverclyde Local Outcomes Improvement Plan. The Council is in the process of developing a new Corporate Plan for the period 2018/22. This will retain the 'Nurturing Inverclyde' Vision and wellbeing outcomes and establishes a number of organisational priorities for the Council.
- Services are able to demonstrate how their own activities link to the Council's vision and outcomes through their Corporate Directorate Improvement Plans. Performance management and monitoring of service delivery is reported principally through the Policy & Resources Committee and to other Committees on a regular basis. The Corporate Management Team monitors performance information. The Council publishes information about its performance regularly as part of its public performance reporting requirements at <http://www.inverclyde.gov.uk/council-and-government/performance/>
- The Inverclyde Alliance Community Engagement Strategy sets out the Alliance's approach for engaging with stakeholders. Consultation on the future vision and activities of the Council is undertaken through the Inverclyde Alliance, and through service specific consultations and the Council actively engages the Council's partners through existing community planning networks.

- Effective scrutiny and service improvement activities are supported by the formal submission of reports, findings and recommendations from Audit Scotland, the external auditor, Inspectorates and the Internal Audit section to the Corporate Management Team, the relevant service Committee of the Council and, where appropriate, the Audit Committee.
- The Council operates within an established procedural framework. The roles and responsibilities of Elected Members and officers are defined within the Council's Standing Orders and Scheme of Administration, Contract Standing Orders, Scheme of Delegation and Financial Regulations; these are subject to regular review. The Council facilitates policy and decision making through a thematic Committee structure.
- Responsibility for maintaining and operating an effective system of internal financial control rests with the Council's Chief Financial Officer as Section 95 Officer. The system of internal financial control is based on a framework of regular management information, Financial Regulations, administrative procedures (including segregation of duties), management and supervision, and a system of delegation and accountability. Development and maintenance of the system is undertaken by managers within the Council.
- The Council's approach to risk management is set out in the risk management strategy and is being embedded within the Council's Strategic Planning and Performance Management Framework. Regular reporting on risk management is undertaken and reported annually to the Audit Committee.
- The Council has adopted a code of conduct for its employees. Elected Members observe and comply with terms of the Councillors' Code of Conduct. In addition, the Council has developed a protocol on Member/officer relations, a multi-member ward protocol and guidance on Member/Member relationships.
- Comprehensive arrangements are in place to ensure Members and officers are supported by appropriate learning and development.

#### 4. Review of Effectiveness

Inverclyde Council 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 of the framework is informed by the work of the Corporate Management Team who have responsibility for the development and maintenance of the governance environment, the Chief Internal Auditor's annual report, and reports from the external auditors and other review agencies and inspectorates.

The review of the Council's governance framework is supported by a process of self-assessment and assurance certification by Heads of Service. Heads of Service were provided with a "Self-assessment Checklist" to complete and return as evidence of review of seven key areas of the Council's governance framework. As part of this process, Heads of Service were asked to identify their progress on implementing improvement actions identified as part of their 2017-2018 assessments and to identify actions they proposed to take during 2018-2019 to address service governance arrangements. The Corporate Directors then considered the completed evaluations and provided a Certificate of Assurance for their Directorate. In addition, the review of the effectiveness of governance arrangements and the systems of internal control within the group entities places reliance upon the individual bodies' management assurances in relation to the soundness of their systems of internal control.

There were no significant governance issues identified by the review but a number of issues worthy of noting were identified and are detailed in Section 7 together with progress made in implementing improvement actions identified during 2016-2017. We propose over the coming year to take steps to address these matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements which were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

#### 5. Roles and Responsibilities of the Audit Committee and the Chief Internal Auditor

Elected Members and officers of the Council are committed to the concept of sound governance and the effective delivery of Council services. The Council's Audit Committee operates in accordance with CIPFA's *Audit Committee Principles in Local Authorities in Scotland* and *Audit Committees: Practical Guidance for Local Authorities*.

The Audit Committee performs a scrutiny role in relation to the application of CIPFA's *Public Sector Internal Audit Standards 2013 (PSIAS)* and regularly monitors the performance of the Council's Internal Audit service. The Council's Chief Internal Auditor has responsibility to review independently and report to the Audit Committee annually, to provide assurance on the adequacy and effectiveness of conformance with the PSIAS.



# Annual Governance Statement

The Internal Audit service undertakes an annual programme of work, approved by the Audit Committee, based on a strategic risk assessment. The Chief Internal Auditor provides an independent opinion on the adequacy and effectiveness of the system of internal control.

The Chief Internal Auditor has conducted a review of all Internal Audit reports issued in 2017-2018 and the Certificates of Assurance from Corporate Directors. In conclusion, although no systems of internal control can provide absolute assurance, nor can Internal Audit give that assurance, on the basis of the audit work undertaken during the 2017-2018 financial year, the Chief Internal Auditor is able to conclude that a reasonable level of assurance can be given that the system of internal control is operating effectively within the Council.

## 6. Compliance with Best Practice

The Council complies with the requirements of the CIPFA Statement on *“The Role of the Chief Financial Officer in Local Government 2010”*. The Council’s Chief Financial Officer (Section 95 Officer) has overall responsibility for the Council’s financial arrangements, and is professionally qualified and suitably experienced to lead the Council’s finance function and to direct finance staff.

The Council complies with the requirements of the CIPFA Statement on *“The Role of the Head of Internal Audit in Public Service Organisations 2010”*. The Council’s Chief Internal Auditor has responsibility for the Council’s Internal Audit function and is professionally qualified and suitably experienced to lead and direct the Council’s Internal Audit staff. The Internal Audit service generally operates in accordance with the CIPFA *“Public Sector Internal Audit Standards 2013”*.

## 7. Governance Issues and Planned Actions

The Council continues to recognise the need to exercise strong management arrangements to manage the financial pressures common to all Local Authorities. Regular reviews of the Council’s arrangements are undertaken by Internal Audit and overall the Council’s arrangements are satisfactory. The table below sets out improvement actions to the governance framework identified from the Council’s ongoing review and monitoring of the effectiveness of its governance arrangements. These represent corporate initiatives that will be undertaken or further progressed during 2018-2019.

	Where are we now?	Where do we want to be?	How will we know we are getting there?	Who is responsible?
1	During 2017-2018 the Council implemented Directorate Change Management Boards. A framework for monitoring and reporting on key service change proposals is being developed to ensure consistency in managing change which will include options appraisals.	All key service change proposals are presented and approved by Directorate Change Boards using agreed framework.	Key service change proposals will use relevant change management framework documentation and this is consistent across Directorates.	Corporate Directors  March 2019
2	Workforce Information and Activity Reports (WIAR) have highlighted that senior managers are not undertaking relevant training in line with agreed training matrix.	Training matrix for senior managers is implemented all Services.	Quarterly WIAR reports will highlight the improvement in uptake of courses by senior managers. OD/HR should provide additional support to Heads of Service as required.	Heads of Services (supported by Head of Organisational Development, Communications and Policy)  March 2019

	Where are we now?	Where do we want to be?	How will we know we are getting there?	Who is responsible?
3	Corporate guidance requires to be implemented as part of the Council's Information Governance Framework: <ul style="list-style-type: none"> <li>• Business Classification Scheme</li> <li>• Information Asset Register</li> <li>• Data Sharing Register</li> </ul>	Corporate guidance on key aspects of Information Governance and Management is implemented across the Council.	Services fully implement guidance on: <ul style="list-style-type: none"> <li>• Business Classification Scheme</li> <li>• Information Asset Register</li> <li>• Data Sharing Register</li> </ul>	Heads of Service (Supported by Information Governance Group)  31 March 2019
4	Succession plans were developed for all services in January 2018. A regular review will be undertaken on a regular basis, at least annually.	Succession planning is an embedded process within Council's OD/HR governance processes	The AGS HOS self-assessment process will be updated to reflect the requirement for an annual review of Succession Plans by Services.	Chief Internal Auditor  31 March 2019

In addition, the status of action plans from 2016-2017 Annual Governance Statement is set out in the undernoted table:

	Agreed Action	Status at 31/3/18	Further Action	Who is responsible?
1	Procurement Manual will be approved by Procurement Board and the CMT.	Complete		
2	New on-line corporate induction process is currently being piloted which will then be finalised and rolled out across Directorates and Services.	Complete		
3	The business classification scheme is being developed by the Information Governance Steering Group. This will inform the Council's approach to the filing and archiving of electronic records.	Complete	The Business Classification Scheme is in the process of being implemented by Services.	Corporate Directors (Supported by Information Governance Group)  31 October 2018
4	Services will develop a log of other remunerative employment for employees in accordance with the requirements set out in the Code of Conduct for Employees.	Complete		

	Agreed Action	Status at 31/3/18	Further Action	Who is responsible?
5	Services will develop a register to record all gifts and hospitality which are accepted or declined. A quarterly report will then be submitted to the Head of Legal and Property Services for inclusion in the central register.	Complete		
6	Directorates and Services will implement appropriate mandatory training. This will be monitored through personal development plans as part of the performance appraisal process and the WIAR report.	WIAR reports have highlighted that senior managers are not undertaking relevant training in line with agreed training matrix.	Quarterly WIAR reports highlight an improvement in uptake of courses by senior managers. OD/HR should provide additional support to Heads of Service where required.	Heads of Service (supported by Head of Organisational Development, Communications and Policy)  31 March 2019
7	As part of the Training and Development Programme for Elected Members, personal development plans will be in place for Elected Members.	Complete		
8	Succession Planning Programme will be developed and implemented across the Council.	Succession plans were developed for all services in January 2018. A regular review will be undertaken on a regular basis, at least annually.	The AGS HOS self-assessment process will be updated to reflect the requirement for an annual review of Succession Plans by Services.	Chief Internal Auditor  31 March 2019

## 8. Assurance

Subject to the above, and on the basis of the assurances provided, we consider the governance and internal control environment operating during 2017-2018 provides reasonable and objective assurance that any significant risks impacting on the achievement of our principal objectives will be identified and actions taken to avoid or mitigate their impact. Systems are in place to continually review and improve the governance and internal control environment and action plans are in place to address identified areas for improvement.

**Cllr Stephen McCabe**  
Leader of the Council

27<sup>th</sup> September 2018

**Aubrey Fawcett**  
Chief Executive

27<sup>th</sup> September 2018

## 1. Introduction

The Local Authority Accounts (Scotland) Amendment Regulations 2011 (SSI No. 2011/64) amend the Local Authority Accounts (Scotland) Regulations 1985 (SI No. 1985/267) and require Local Authorities in Scotland to prepare a Remuneration Report as part of the statutory Annual Accounts.

All information disclosed in the tables in this Remuneration Report, with the exception of the Tiered Contribution Pay Rates table on Page 17, will be audited by Audit Scotland. The other sections of the Remuneration report will be reviewed by Audit Scotland to ensure that they are consistent with the financial statements.

## 2. Remuneration Policy for the Leader of the Council, the Provost and Senior Councillors

The annual salary of the Leader of the Council and the upper limit for the annual salary of the Provost are set out by the Scottish Government in terms of the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007, as amended by the Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2017. The salary for the Leader of the Council is £28,213 per annum (2016-2017 £28,157) and for the Provost is £21,160 per annum (2016-2017 £21,118).

In terms of the same Regulations, the Scottish Government permits Inverclyde Council to nominate up to nine Senior Councillors (in addition to the Leader of the Council and the Provost) whose salaries in aggregate must not exceed a specified amount, currently £171,390 per annum (2016-2017 £171,048) and whose salaries individually must be on a specified scale, currently £16,927 to £21,160 (2016-2017 £16,893 to £21,118). The Regulations also permit the Council to pay contributions or other payments as required to the Local Government Pension Scheme in respect of those councillors who elect to become councillor members of the pension scheme.

The Inverclyde Council Members' Salary and Expense scheme was agreed at a meeting of the full Council on 24 May 2006. On 25 May 2017 the Council approved that Inverclyde Council would have up to nine senior Councillors, (four Strategic Committee Convenors, three Regulatory Board Chairs, one Depute Leader and one Leader of the Opposition); each paid a salary of £19,043 per annum (2016-2017 £19,004).

## 3. Remuneration Policy for Senior Officers

The salary of Senior Officers is set by reference to national arrangements. The Scottish Joint Negotiating Committee (SJNC) for Local Authority Services sets out the salary for the Chief Executives of Scottish Local Authorities. Inverclyde Council does not pay bonuses or performance related pay. In line with all Local Government employee groups, Senior Officers received a 1% pay award in 2017-2018.

## 4. Remuneration of Senior Officers

The Regulations define a Senior Officer as an employee who meets one or more of the following criteria:

- Who has responsibility for the management of the Local Authority to the extent that the person has the power to direct or control the major activities of the Authority, whether solely or collectively with other persons;
- Who holds a post that is politically restricted by reason of section 2(1) (a),(b) or (c) of the Local Government and Housing Act 1989; or
- Whose annual remuneration, including any annual remuneration from a Local Authority subsidiary body, is £150,000 or more.

The Council has interpreted the above criteria as including the Chief Executive, Corporate Directors, Chief Financial Officer and the Head of Legal & Property Services.

The term *remuneration* means gross salary, fees and bonuses, allowances and taxable expenses, and compensation for loss of employment. The table below outlines the remuneration details for Senior Officers, including prior year figures. The table shows the relevant amounts, before tax and other deductions, for each of the persons named for the year to 31 March 2018. The table below contains remuneration details for those persons who were Senior Officers in 2017-2018.

# Remuneration Report

Senior Officers	Year ended 31 March 2018			2016-2017	
	Gross Salary	Other Fees and Allowances (3)	Taxable Expenses	Total Remuneration	Total Remuneration
	£	£	£	£	£
Fawcett A: Chief Executive	118,138	1,245		119,383	112,430
Allan, R S: Corporate Director Environment, Regeneration & Resources	107,769			107,769	25,733
Bain, W: Corporate Director Education, Communities & Organisational Development	107,769	80	34	107,883	107,053
Long, L: Corporate Director, Health and Social Care Partnership (from 08 May 2017) (1)	99,207	868		100,075	0
Malone, G: Head of Legal & Property Services	87,790	1,100		88,890	93,471
Moore, B: Corporate Director, Health and Social Care Partnership (2)	10,334			10,334	107,002
Puckrin, A: Chief Financial Officer	87,790	100		87,890	87,321
Mundell, J: Chief Executive until 19 September 2016	0			0	63,396
<b>Totals</b>	<b>618,797</b>	<b>3,393</b>	<b>34</b>	<b>622,224</b>	<b>596,406</b>

- (1) L Long joined on 08 May 2017. The full-time equivalent for the Corporate Director, Health and Social Care Partnership was £107,769. As the Chief Officer of Inverclyde HSCP, 50% of her salary was funded by NHS Greater Glasgow and Clyde.
- (2) B Moore left on 03 May 2017 and was the Chief Officer of Inverclyde HSCP. The full-time equivalent salary for the Corporate Director, Health and Social Care Partnership was £107,769 and 50% of his salary was funded by NHS Greater Glasgow and Clyde.
- (3) Election payments shown in the column "Other Fees & Allowances" are reimbursed by the Scottish Government.

## 5. Remuneration of Senior Councillors

Under the Regulations, remuneration disclosures are to be made for the Leader of the Council, the Provost and any Councillor designated a Senior Councillor. The table below shows the relevant amounts, before tax and other deductions, for each of the persons named for the year to 31 March 2018.

# Remuneration Report

Leader of the Council, Provost and Senior Councillors	Year ended 31 March 2018			2016-2017
	Gross Salary	Taxable Expenses	Total Remuneration	Total Remuneration
	£	£	£	£
Ahlfeld, R: Chair, Licensing Board	18,919		18,919	19,004
Brennan, M: Provost (from 25th May 2017)	20,529	248	20,777	16,837
Clocherty, J: Depute Leader of the Council and Convenor, Education and Communities (from 25th May 2017)	18,919		18,919	19,004
Dorrian, G: Chair, General Purposes	18,919	127	19,046	19,365
Loughran, T: Convenor, Education & Communities (resigned 3rd May 2017)	1,527	45	1,572	19,305
McCabe, S: Leader of the Council	27,559	329	27,888	28,355
McCormick, M: Convenor, Environment & Regeneration	18,919		18,919	19,004
McEleny, C: Leader of the Opposition	18,919		18,919	19,004
McIlwee, J: Convenor, Health & Social Care (resigned 3rd May 2017)	1,527		1,527	19,004
Moran, R: Provost (resigned 3rd May 2017), Convenor, Health and Social Care (from 25th May 2017)	19,115	229	19,344	21,118
Rebecchi, L: Convenor, Audit	18,919		18,919	19,004
Wilson, D: Chair, Planning	18,919	325	19,244	19,285
<b>Totals</b>	<b>202,690</b>	<b>1,303</b>	<b>203,993</b>	<b>238,289</b>

1. No payments were made in connection with loss of employment or office, nor were any other payments received which are not in the above table.
2. No Senior Councillor received any remuneration from a subsidiary of the Council as a representative of the Council.

## 6. Pension Entitlement

Pension benefits for Councillors and Local Government employees are provided through the Local Government Pension Scheme (LGPS). The pension is based on the person's pensionable service (how long he or she has been a member of the LGPS) and his or her pay. For Councillors, the pension is based on a "career average" – the aggregate of each year's pay (adjusted by inflation) is divided by the total number of years and part years they have been a member of the LGPS.

For officers, the pension is based on a career average from 1 April 2015. For service before this date, the annual pension is calculated by dividing their pay by 80 (60 for service after 31 March 2009) and multiplying this by their total membership. The normal retirement age (NRA) for service post 1 April 2015 is the same as for the state pension; the NRA for service pre 1 April 2015 is 65. Pensions payable are increased annually in line with changes in the Pensions (Increase) Act 1971 and Section 59 of the Social Security Pension Act 1975. Members may opt to give up (commute) pension for lump sum up to the limit set by the Finance Act 2004.

A LGPS member's contribution depends upon his or her full-time equivalent pay. The tables for the allocation of rates for 2017-2018 and 2016-2017 are shown below.

### Tiered Contribution Pay Rates

Full Time Equivalent (FTE) Pensionable Pay (2017-2018)	Rate (%)
On earnings up to and including £20,500	5.50%
On earnings above £20,500 and up to £25,300	7.25%
On earnings above £25,300 and up to £34,700	8.50%
On earnings above £34,700 and up to £46,300	9.50%
On earnings above £46,300	12.00%

# Remuneration Report

## Full Time Equivalent (FTE) Pensionable Pay (2016-2017)

	Rate (%)
On earnings up to and including £20,500	5.50%
On earnings above £20,500 and up to £25,000	7.25%
On earnings above £25,000 and up to £34,400	8.50%
On earnings above £34,400 and up to £45,800	9.50%
On earnings above £45,800	12.00%

The value of benefits in the table below has been provided by the Strathclyde Pension Fund Office and is calculated on the basis of the age at which the person will first become entitled to a full pension on retirement without reduction on account of its payment at that date: without exercising any option to commute pension entitlement into a lump sum: and without any adjustment for the effects of future inflation. The pension figures shown relate to the benefits that the person has accrued as a consequence of their total Local Government service, and not just their current appointment.

The pension entitlements for Senior Officers and Senior Councillors for the year to 31 March 2018 are shown in the tables below, together with the contribution made by the Council to each person's pension during the year. The tables contain information for those persons who were Senior Officers or Senior Councillors in 2017-2018.

Senior Officers	Accrued Pension Benefits		Change in Accrued Benefits		Pension Contributions made by Inverclyde		Length of Service at 31 March 2018 (years/days)
	as at 31 March 2018		since 31 March 2017		2017-2018	2016-2017	
	Pension £	Lump Sum £	Pension £	Lump Sum £	£	£	
Fawcett, A: Chief Executive	50,528	95,346	4,389	3,945	22,801	21,641	30/270
Allan, R S: Corporate Director Environment, Regeneration & Resources	52,351	106,611	9,239	15,522	20,799	4,909	35/235
Bain, W: Corporate Director Education, Communities & Organisational Development	63,077		2,553		20,799	20,593	34/56
Long, L: Corporate Director Health and Social Care Partnership (from 08 May 2017)	10,714		4,121		19,147	0	13/48
Malone, G: Head of Legal & Property Services	42,272	83,819	2,088		16,943	16,776	34/262
Moore, B: Corporate Director, Health and Social Care Partnership (until 03 May 17)	52,983	120,724	(2,754)	(1,331)	1,996	20,593	38/18
Puckrin, A: Chief Financial Officer	39,953	77,354	1,925		16,943	16,776	32/268
Mundell J: Chief Executive (until 19 September 2016)	0	0	(67,350)	(155,576)	0	10,904	42/95
<b>Totals</b>	<b>311,878</b>	<b>483,854</b>	<b>(45,789)</b>	<b>(137,440)</b>	<b>119,428</b>	<b>112,192</b>	

# Remuneration Report

Leader of the Council, Provost and Senior Councillors	Accrued Pension Benefits		Change in Accrued Benefits		Pension Contributions made by Inverclyde Council	
	as at 31 March 2018		since 31 March 2017		2017-2018	2016-2017
	Pension £	Lump Sum £	Pension £	Lump Sum £	£	£
Ahlfeld, R: Chair, Licensing Board	3,128		510		3,651	3,668
Brennan, M: Provost (from 25th May 2017)	1,940		447		3,962	3,250
Clocherty, J: Depute Leader of the Council and Convenor, Education & Communities (from 25th May 2017)	3,835	1,507	526	43	3,651	3,668
Dorrian, G: Chair, General Purposes	3,694	1,426	534	48	3,651	3,668
Loughran, T: Convenor, Education & Communities (resigned 3rd May 2017)	3,287	1,414	97	19	281	3,668
McCabe, S: Leader of the Council	4,351	2,246	756	66	5,319	5,434
McCormick, M: Convenor, Environment & Regeneration	3,756	922	509	22	3,651	3,668
McIlwee, J: Convenor, Health & Social Care (resigned 3rd May 2017)	1,751		176		281	3,668
Moran, R: Provost (resigned 3rd May 2017), Convenor, Health & Social Care (from 25th May 2017)	4,055	1,579	531	41	3,689	4,076
Wilson, D: Chair, Planning	3,834	1,507	525	43	3,651	3,668
<b>Totals</b>	<b>33,631</b>	<b>10,601</b>	<b>4,611</b>	<b>282</b>	<b>31,787</b>	<b>38,436</b>

Notes:

1. Councillor McEleny and Councillor Rebecchi are not members of the Pension Scheme.

## 7. Councillors' Remuneration

The Council paid the salaries, allowances and expenses to Councillors (including the Senior Councillors above) detailed in the table below for 2017-2018. The annual return of Councillors' salaries and expenses is available for any member of the public to view at all Council libraries and public offices during normal working hours and is also available on the Council's website at <http://www.inverclyde.gov.uk/council-and-government/councillors/elected-members-expenses/>

The annual return of Councillors' salaries and expenses is compiled under Scottish Local Authority Remuneration Committee (SLARC) guidance for public records whereas the Remuneration Report is compiled under a Scottish Statutory Instrument (SSI).

All Councillors (Information from public record)	2017-2018	2016-2017
	£	£
Salaries	398,833	372,776
Travel costs - reimbursed	4,948	8,819
Travel costs - paid directly by the Council	7,729	1,760
Subsistence expenses - accommodation	0	0
Subsistence expenses - meals	50	106
Training and conferences - reimbursed	0	0
Training and conferences - paid directly by the Council	5,313	3,342
Telephone and ICT expenses - reimbursed	1,504	1,120
Telephone and ICT expenses - paid directly by the Council	3,359	3,145
Other allowances and expenses	11	0
<b>Totals</b>	<b>421,747</b>	<b>391,068</b>



# Remuneration Report

## 8. Remuneration of Officers receiving more than £50,000

The following table details the number of employees whose remuneration, excluding pension contributions, was in excess of £50,000 during 2017-2018 in bands of £5,000; the details of the number of those employees who left the employment of the Council during 2017-2018; and the details of the number of those employees who were part or fully funded by other bodies.

Officers over £50,000 Remuneration Bands	Number of Employees		Left during	Part funded or fully funded by
	2017-2018	2016-2017	2017-2018	other organisations
£50,000 - £54,999	54	59	1	5
£55,000 - £59,999	21	16	0	1
£60,000 - £64,999	5	4	1	0
£65,000 - £69,999	3	2	0	0
£70,000 - £74,999	2	2	0	0
£75,000 - £79,999	8	6	0	1
£80,000 - £84,999	0	2	0	0
£85,000 - £89,999	3	1	0	1
£90,000 - £94,999	0	1	0	0
£95,000 - £99,999	1	0	0	1
£100,000 - £104,999	0	0	0	0
£105,000 - £109,999	2	2	0	0
£110,000 - £114,999	0	1	0	0
£115,000 - £119,999	1	0	0	0
£120,000 - £124,999	0	0	0	0
£125,000 - £129,999	0	0	0	0
<b>Totals</b>	<b>100</b>	<b>96</b>	<b>2</b>	<b>9</b>

## 9. Exit Packages of Employees

The Council has agreed a number of exit packages as detailed in the table below. The exit packages agreed were all on a voluntary basis - there were no compulsory redundancies. The Council only agrees exit packages where they are consistent with wider workforce planning and service delivery objectives; and where the savings accruing from an individual ceasing employment with the Council exceed the costs of the exit package within an acceptable period.

Exit package cost band (including special payments)	(a)		(b)		(c)		(d)		(e)
	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band		
	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	£'s	£'s	
£0 - £20,000	0	0	8	1	8	1	108,036	7,602	
£20,001 - £40,000	0	0	9	0	9	0	272,201	0	
£40,001 - £60,000	0	0	3	0	3	0	129,825	0	
£60,001 - £80,000	0	0	1	0	1	0	67,861	0	
£80,001 - £100,000	0	0	1	0	1	0	80,541	0	
£100,001 - £150,000	0	0	2	0	2	0	249,387	0	
£150,001 - £200,000	0	0	0	0	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>1</b>	<b>24</b>	<b>1</b>	<b>907,851</b>	<b>7,602</b>	

## Notes:

1. The above exit package values include redundancy, pension strain, and compensatory lump sums for all retirees, the cost of which is reported under Note 16 Defined Benefit Pension Schemes.
2. For employees with pensions provided by the Scottish Public Pensions Agency (the pension provider for teachers), the values include the notional capitalised cost of compensatory added years. The notional cost has not been assessed by the pensions provider and the values have instead been calculated by the local authority using a calculator developed and provided by the pensions provider on the understanding that it is fit for purpose.
3. For employees with pensions provided by the Strathclyde Pension Fund (the pensions provider for all employees other than teachers), the values also include the notional capitalised cost of added years. These costs are based on an assessment by the pensions provider itself of the present value of all future payments to the retiree until death.

## Termination Benefits of Employees

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before their normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits. They are charged on an accruals basis to the appropriate service line in the CIES at the earlier of when the Council can no longer withdraw the offer of those benefits or when the Council recognises the costs for a restructuring.

The Council terminated the contracts of a number of employees in 2017-2018. The above table includes £0.841 million liabilities relating to these releases, there were no liabilities in 2016-2017.

## Cllr Stephen McCabe

Leader of the Council

## Aubrey Fawcett

Chief Executive

## Trade Union Facility Time

Inverclyde Council recognises six trade unions for the purpose of collective bargaining, Unison, GMB, Unite, EIS, UCATT and SSTA.

There were 23 staff members who were trade union officials during 2017-2018.

## Percentage of time spent on facility time

Percentage of time	Number of Employees
0%	0
1% - 50%	21
51% - 99%	0
100%	2

The total cost of facility time amounted to 0.07% of the total pay bill, including gross amounts spent on wages, pension contributions and national insurance contributions. 18.93% of the total paid facility time hours was spent on trade union activities.

# Expenditure and Funding Analysis

## Note 1 Expenditure and Funding Analysis

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

### Expenditure and Funding Analysis 2017-2018

	Expenditure chargeable to the General Fund	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
	£000	£000	£000
Education	79,771	7,100	86,871
Communities	10,196	3,155	13,351
Environment & Regeneration	26,728	1,714	28,442
Health & Social Care	47,654	4,516	52,170
Policy & Resources	13,490	(440)	13,050
Internal Recharges	0	0	0
<b>Net Cost of Services</b>	<b>177,839</b>	<b>16,045</b>	<b>193,884</b>
(Gain)/Loss on disposal of non-current assets	0	1,163	1,163
Financing and Investment (Income) and Expenditure (Note 4)	20,324	(2,153)	18,171
Taxation and Non-specific Grant Income (Note 5)	(190,039)	(10,280)	(200,319)
<b>(Surplus) or Deficit on the Provision of Services</b>	<b>8,124</b>	<b>4,775</b>	<b>12,899</b>
<b>Opening General Fund balance at 1 April 2017</b>	<b>50,493</b>		
Transfer (to)/from other statutory reserves	(1,159)		
(Surplus)/Deficit on General Fund in the year	(8,124)		
<b>Closing General Fund balance at 31 March 2018</b>	<b>41,210</b>		

### Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

2017-2018	Adjustments for Capital purposes	Net change to Pension adjustments	Other differences	Total Adjustments
	£000	£000	£000	£000
Education	10,730	2,562	(6,192)	7,100
Communities	2,438	592	125	3,155
Environment & Regeneration	678	2,062	(1,026)	1,714
Health & Social Care	507	3,735	274	4,516
Policy & Resources	480	(1,355)	435	(440)
<b>Net Cost of Services</b>	<b>14,833</b>	<b>7,596</b>	<b>(6,384)</b>	<b>16,045</b>
Other operating expenditure	1,163			1,163
Financing and Investment (Income) and Expenditure	(6,618)	4,595	(130)	(2,153)
Taxation and Non-specific Grant Income	(10,280)			(10,280)
<b>Difference between General Fund (Surplus)/Deficit and Comprehensive Income &amp; Expenditure Statement (Surplus)/Deficit on the Provision of Service</b>	<b>(902)</b>	<b>12,191</b>	<b>(6,514)</b>	<b>4,775</b>

# Expenditure and Funding Analysis

## Comparative Figures for 2016-2017

	Expenditure chargeable to the General Fund	Adjustments between the Funding and Accounting Basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
	£000	Restated £000	Restated £000
Education	79,246	(2,218)	77,028
Communities	10,249	1,831	12,080
Environment & Regeneration	21,719	8,425	30,144
Health & Social Care	51,058	1,487	52,545
Policy & Resources	9,852	2,570	12,422
Internal Recharges	0	0	0
<b>Net Cost of Services</b>	<b>172,124</b>	<b>12,095</b>	<b>184,219</b>
(Gain)/Loss on disposal of non-current assets		(351)	(351)
Financing and Investment (Income) and Expenditure (Note 4)	19,242	(1,661)	17,581
Taxation and Non-specific Grant Income (Note 5)	(192,640)	(8,585)	(201,225)
<b>(Surplus) or Deficit on the Provision of Services</b>	<b>(1,274)</b>	<b>1,498</b>	<b>224</b>
<b>Opening General Fund balance at 1 April 2016</b>	<b>49,055</b>		
Transfer (to)/from other statutory reserves	164		
(Surplus)/Deficit on General Fund in the year	1,274		
<b>Closing General Fund balance at 31 March 2017</b>	<b>50,493</b>		

## Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

2016-2017	Adjustments for Capital purposes	Net change to Pension adjustments	Other differences	Total Adjustments
	Restated £000	£000	£000	£000
Education	3,689	849	(6,756)	(2,218)
Communities	1,621	219	(9)	1,831
Environment & Regeneration	7,757	733	(65)	8,425
Health & Social Care	198	1,302	(13)	1,487
Policy & Resources	3,732	(1,258)	96	2,570
<b>Net Cost of Services</b>	<b>16,997</b>	<b>1,845</b>	<b>(6,747)</b>	<b>12,095</b>
Other operating expenditure	(351)			(351)
Financing and Investment (Income) and Expenditure	(3,908)	2,376	(129)	(1,661)
Taxation and Non-specific Grant Income	(8,585)			(8,585)
<b>Difference between General Fund (Surplus)/Deficit and Comprehensive Income &amp; Expenditure Statement (Surplus)/Deficit on the Provision of Service</b>	<b>4,153</b>	<b>4,221</b>	<b>(6,876)</b>	<b>1,498</b>

## Adjustments for Capital Purposes

Adjustments for capital purposes – this column adds in depreciation and impairment and revaluation gains and losses in the services line, and for:

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

## Changes for Pension Adjustments

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

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

## Other Differences

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

- **For financing and investment income and expenditure** – the other differences column recognises adjustment to the General Fund for the timing differences for premiums and discounts and any other adjustments not included in the notes detailed above.

# Expenditure and Funding Analysis

## Expenditure and Income Analysed by Nature

Where items are not disclosed on the face of the Comprehensive Income & Expenditure Statement (CIES), *The Code* requires a disclosure of the nature and amount of material items. An analysis of material items of income and expenditure by nature is shown below:

	2017-2018	2016-2017
	£000	£000
<b>Expenditure</b>		
Employee Benefits Expenses	120,606	114,939
Depreciation, Amortisation, Impairment	21,049	16,996
Payment to IJB	47,420	48,815
Other Service Expenses	189,943	136,572
Interest Payments	18,171	17,581
(Gain) or Loss on the Disposal of Assets	1,163	(351)
<b>Total Expenditure</b>	<b>398,352</b>	<b>334,552</b>
<b>Income</b>		
Fees, Charges and Other Service Income	(96,483)	(41,434)
Payment from IJB	(47,420)	(48,815)
Income from Council Tax and Non-Domestic Rates	(29,726)	(28,388)
Government Grants and Contributions	(211,824)	(215,691)
<b>Total Income</b>	<b>(385,453)</b>	<b>(334,328)</b>
<b>(Surplus)/Deficit on the Provision of Service</b>	<b>12,899</b>	<b>224</b>

## Segmental Income

Income received on a segmental basis is analysed below:

	2017-2018	2016-2017
	Income from Services	Income from Services
	£000	£000
<b>Services</b>		
Education	(6,978)	(5,144)
Communities	(3,146)	(2,452)
Environment & Regeneration	(23,404)	(21,989)
Health & Social Care	(70,862)	(65,878)
Policy & Resources	(33,125)	(37,637)
<b>Total Income Analysed on a Segmental Basis</b>	<b>(137,515)</b>	<b>(133,100)</b>

# Comprehensive Income & Expenditure Statement

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

2016-2017				2017-2018		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000
82,172	(5,144)	77,028	Education	93,849	(6,978)	86,871
14,532	(2,452)	12,080	Communities	16,497	(3,146)	13,351
52,133	(21,989)	30,144	Environment & Regeneration	51,846	(23,404)	28,442
118,423	(65,878)	52,545	Health & Social Care	123,032	(70,862)	52,170
50,059	(37,637)	12,422	Policy & Resources	46,175	(33,125)	13,050
(12,125)	12,125	0	Internal Recharges	(12,687)	12,687	0
<b>305,194</b>	<b>(120,975)</b>	<b>184,219</b>	<b>Cost of Services</b>	<b>318,712</b>	<b>(124,828)</b>	<b>193,884</b>
			Other Operating Expenditure and (Income) -			
		(351)	(Gain)/Loss on disposal of non-current assets			1,163
		17,581	Financing and Investment (Income) and Expenditure (Note 4)			18,171
		(201,225)	Taxation and Non-specific Grant Income (Note 5)			(200,319)
		<b>224</b>	<b>(Surplus) or Deficit on the Provision of Services</b>			<b>12,899</b>
		1,531	(Surplus) or deficit on the revaluation of non current assets			(534)
		0	Impairment losses on non-current assets charged to the Revaluation Reserve			2,579
		50,158	Remeasurement of the net defined benefit pensions liability (Note 16)			(102,873)
		<b>51,689</b>	<b>Other Comprehensive (Income) and Expenditure</b>			<b>(100,828)</b>
		<b>51,913</b>	<b>Total Comprehensive (Income) and Expenditure</b>			<b>(87,929)</b>

# Balance Sheet

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. Reserves are reported in two categories. The first category of reserves is 'usable reserves', which are reserves that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The second category of reserves is 'unusable reserves' and these are not available to provide services. This category of reserves holds unrealised gains or losses (in for example the Revaluation Reserve) and timing differences (as detailed in the Movement in Reserves Statement line "Adjustments between accounting basis and funding basis under regulations").

31 March 2017

31 March 2018

£000		Note	£000
478,241	Property, Plant & Equipment	7	483,152
18,059	Heritage Assets	10	18,059
146	Intangible Assets		121
2,637	Long-term Debtors	11	2,552
<b>499,083</b>	<b>Non-current Assets</b>		<b>503,884</b>
25,625	Short-term Investments	20	19,041
500	Assets Held for Sale	8	501
423	Inventories		184
10,285	Short-term Debtors	11	11,587
13,936	Cash and Cash Equivalents	12	14,536
<b>50,769</b>	<b>Current Assets</b>		<b>45,849</b>
(2,825)	Short-term Borrowing	20	(12,640)
(29,453)	Short-term Creditors	13	(35,634)
(1,629)	Short-term Provisions	14	(956)
(1,736)	Short-term Finance Leases	15	(1,580)
<b>(35,643)</b>	<b>Current Liabilities</b>		<b>(50,810)</b>
(497)	Long-term Provisions	14	0
(207,764)	Long-term Borrowing	20	(197,301)
	Other Long-term Liabilities:		
(63,952)	Finance Leases	15	(62,379)
(172,954)	Pensions	16	(82,272)
<b>(445,167)</b>	<b>Long-term Liabilities</b>		<b>(341,952)</b>
<b>69,042</b>	<b>Net Assets</b>		<b>156,971</b>
60,043	Usable Reserves	3	51,919
8,999	Unusable Reserves	18	105,052
<b>69,042</b>	<b>Total Reserves</b>		<b>156,971</b>

Alan Puckrin C.P.F.A  
Chief Financial Officer

Issued on: 27<sup>th</sup> September 2018

These financial statements replace the unaudited financial statements issued on 28<sup>th</sup> June 2018.



# Movement in Reserves Statement

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

## Year ended 31 March 2018

	Usable Reserves						Unusable Reserves	Total Reserves of the Council
	General Fund Balance	Capital Grants Unapplied Account	Capital Fund	Repairs & Renewal Fund	Insurance Fund	Total Usable Reserves		
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2017 Carried Forward</b>	<b>50,493</b>	<b>0</b>	<b>2,260</b>	<b>3,162</b>	<b>4,128</b>	<b>60,043</b>	<b>8,999</b>	<b>69,042</b>
<b>Movement in Reserves during 2017-2018</b>								
Total Comprehensive Expenditure & Income	(12,899)	0	0	0	0	(12,899)	100,828	<b>87,929</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 2)	4,775	0	0	0	0	4,775	(4,775)	<b>0</b>
<b>Net Increase or (Decrease) before Transfers to Other Statutory Reserves</b>	<b>(8,124)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(8,124)</b>	<b>96,053</b>	<b>87,929</b>
Transfers (to) and from Other Statutory Reserves	(1,159)	0	909	87	163	0	0	<b>0</b>
<b>Increase or (Decrease) in the Year</b>	<b>(9,283)</b>	<b>0</b>	<b>909</b>	<b>87</b>	<b>163</b>	<b>(8,124)</b>	<b>96,053</b>	<b>87,929</b>
<b>Balance at 31 March 2018 Carried Forward</b>	<b>41,210</b>	<b>0</b>	<b>3,169</b>	<b>3,249</b>	<b>4,291</b>	<b>51,919</b>	<b>105,052</b>	<b>156,971</b>

## Comparative Figures for Year ended 31 March 2017

	Usable Reserves						Unusable Reserves	Total Reserves of the Council
	General Fund Balance	Capital Grants Unapplied Account	Capital Fund	Repairs & Renewal Fund	Insurance Fund	Total Usable Reserves		
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2016 Carried Forward</b>	<b>49,055</b>	<b>396</b>	<b>2,318</b>	<b>3,185</b>	<b>3,815</b>	<b>58,769</b>	<b>62,186</b>	<b>120,955</b>
<b>Movement in Reserves during 2016-2017</b>								
Total Comprehensive Expenditure & Income	(224)	0	0	0	0	(224)	(51,689)	<b>(51,913)</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 2)	1,498	0	0	0	0	1,498	(1,498)	<b>0</b>
<b>Net Increase or (Decrease) before Transfers to Other Statutory Reserves</b>	<b>1,274</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,274</b>	<b>(53,187)</b>	<b>(51,913)</b>
Transfers (to) and from Other Statutory Reserves	164	(396)	(58)	(23)	313	0	0	<b>0</b>
<b>Increase or (Decrease) in the Year</b>	<b>1,438</b>	<b>(396)</b>	<b>(58)</b>	<b>(23)</b>	<b>313</b>	<b>1,274</b>	<b>(53,187)</b>	<b>(51,913)</b>
<b>Balance at 31 March 2017 Carried Forward</b>	<b>50,493</b>	<b>0</b>	<b>2,260</b>	<b>3,162</b>	<b>4,128</b>	<b>60,043</b>	<b>8,999</b>	<b>69,042</b>

# Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Council.

2016-2017		2017-2018
£000		£000
(224)	Net surplus or (deficit) on the provision of services	(12,899)
24,774	Adjustments to net surplus or (deficit) on the provision of services for non-cash movements (Note 26)	38,436
(7,966)	Adjustments for items included in the net surplus or (deficit) on the provision of services that are investing and financing activities (Note 26)	13,000
<b>16,584</b>	<b>Net cash inflow from Operating Activities (Note 26)</b>	<b>38,537</b>
(19,030)	Investing Activities (Note 27)	(35,642)
(7,567)	Financing Activities (Note 28)	(2,295)
<b>(10,013)</b>	<b>Net increase or (decrease) in cash and cash equivalents</b>	<b>600</b>
23,949	Cash and cash equivalents at the beginning of the reporting period	13,936
<b>13,936</b>	<b>Cash and cash equivalents at the end of the reporting period (Note 12)</b>	<b>14,536</b>

# Notes to the Principal Financial Statements

## Note 2 Adjustments between Accounting Basis and Funding Basis under Regulations

Income and expenditure is recognised by the Council in the Comprehensive Income & Expenditure Statement (CIES) in accordance with proper accounting practice. Certain adjustments are then made by law in the Movement in Reserves Statement (MiRS). The adjusted figures are those that are available to meet future capital and revenue expenditure. The table below details these adjustments. Figures for 2016-2017 are provided in an additional table for the purposes of comparison.

2017-2018	Usable Reserves		Corresponding Adjustments to Unusable Reserves					Net Movement in Unusable Reserves £000
	Adjustments to Comprehensive Income & Expenditure £000	Adjustment to Capital Fund (Usable Reserve) £000	Revaluation Reserve £000	Pensions Reserve £000	Capital Adjustment Account £000	Financial Instruments Adjustment Account £000	Employee Statutory Adjustment Account £000	
Charges for depreciation and impairment of non-current assets	20,960				(20,960)			(20,960)
Amortisation of intangible assets	89				(89)			(89)
Capital grants and contributions applied	(10,280)				10,280			10,280
Capital expenditure charged in-year to the General Fund balance.	(6,217)				6,217			6,217
Net gain or (loss) on non-current asset disposals	1,163				(1,163)			(1,163)
Statutory provision for the principal repayment of loan charges.	(13,111)				13,111			13,111
Amount by which finance costs charged to the CIES are different from finance costs chargeable in the year in accordance with statutory requirements.	(130)					130		130
Reversal of items relating to retirement benefits debited or credited to the CIES (see note 16).	24,020			(24,020)				(24,020)
Employers' pension contributions payable in the year.	(11,829)			11,829				11,829
Amount by which employees' remuneration charged to the CIES on an accrual basis is different from remuneration chargeable in the year in accordance with statutory requirements.	110						(110)	(110)
<b>Total Adjustments</b>	<b>4,775</b>	<b>0</b>	<b>0</b>	<b>(12,191)</b>	<b>7,396</b>	<b>130</b>	<b>(110)</b>	<b>(4,775)</b>

# Notes to the Principal Financial Statements

## Comparative Information 2016-2017

2016-2017	Usable Reserves		Corresponding Adjustments to Unusable Reserves					
	Adjustments to Comprehensive Income & Expenditure £000	Adjustment to Capital Fund (Usable Reserve) £000	Revaluation Reserve £000	Pensions Reserve £000	Capital Adjustment Account £000	Financial Instruments Adjustment Account £000	Employee Statutory Adjustment Account £000	Net Movement in Unusable Reserves £000
Charges for depreciation and impairment of non-current assets	16,912				(16,912)			(16,912)
Amortisation of intangible assets	85				(85)			(85)
Capital grants and contributions applied	(8,585)				8,585			8,585
Capital expenditure charged in-year to the General Fund balance.	0				0			0
Net gain or (loss) on non-current asset disposals	(351)				351			351
Statutory provision for the principal repayment of loan charges.	(12,626)				12,626			12,626
Amount by which finance costs charged to the CIES are different from finance costs chargeable in the year in accordance with statutory requirements.	(129)					129		129
Reversal of items relating to retirement benefits debited or credited to the CIES (see note 16).	17,588			(17,588)				(17,588)
Employers' pension contributions payable in the year.	(11,622)			11,622				11,622
Amount by which employees' remuneration charged to the CIES on an accrual basis is different from remuneration chargeable in the year in accordance with statutory requirements.	226						(226)	(226)
<b>Total Adjustments</b>	<b>1,498</b>	<b>0</b>	<b>0</b>	<b>(5,966)</b>	<b>4,565</b>	<b>129</b>	<b>(226)</b>	<b>(1,498)</b>

### Note 3 Usable Reserves

Reserves are created by appropriating amounts from the General Fund balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service within the CIES. The reserve is then appropriated back into the General Fund balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

The Council has several usable reserve funds. The Insurance Fund covers the main classes of insurance and is earmarked for insurance purposes. The Repairs and Renewals Fund provides for the upkeep of specific assets held by the Council. The Capital Fund is used to meet the costs of capital investment in assets and for the repayment of the principal element of borrowings.

# Notes to the Principal Financial Statements

Movements in the Council's usable reserves are detailed in the Movement in Reserves Statement (MiRS). The major part of the General Fund balance shown in the MiRS has been earmarked and effectively committed to fund specific projects in future years. The amounts set aside for earmarked reserves are shown in the following table:

	Balance at 1 April 2016	Transfers Out 2016-2017	Transfers In 2016-2017	Balance at 31 March 2017	Transfers Out 2017-2018	Transfers In 2017-2018	Balance at 31 March 2018
	£000	£000	£000	£000	£000	£000	£000
<b>Earmarked Reserves:</b>							
Digital Strategy	323	(41)	15	297	(80)		217
School Estate Management Plan	5,701	(2,190)		3,511	(373)		3,138
Contribution to Riverside Inverclyde	1,940	(938)	1,175	2,177	(253)	298	2,222
Miscellaneous Policy & Resources Committee Reserves	989	(379)	481	1,091	(495)	854	1,450
Miscellaneous Environment & Regeneration Committee Reserves	2,570	(718)	764	2,616	(1,710)	751	1,657
Renewal of Clune Park Area	1,910	(316)	90	1,684	(142)		1,542
Asset Management Plan	1,344	(1,464)	1,260	1,140	(2,162)	1,729	707
Support for Owners	921	(149)		772	(772)		0
Pipe Band Championship 2019/21	0			0		345	345
Community Fund	0			0		350	350
Early Retiral/Voluntary Severance Reserve	2,571		2,577	5,148	(908)		4,240
Revenue Contribution to Capital Programme	8,089	(3,406)	3,626	8,309	(7,439)	3,832	4,702
Miscellaneous Education & Communities Reserves	1,295	(599)	709	1,405	(954)	625	1,076
Vehicle Replacement Programme	208	(1,127)	1,148	229	(1,128)	1,129	230
Equal Pay	4,561	(982)		3,579	(1,840)		1,739
Youth Employment	70			70	(25)	500	545
Repopulating/Promoting Inverclyde	385	(248)		137	(19)	500	618
Beacon Arts Centre	129	(270)	400	259	(259)	120	120
Temporary Use of Reserves - Revenue Budget	2,000	(2,470)	5,100	4,630	(4,630)	3,000	3,000
Anti Poverty Fund	828		555	1,383	(556)	673	1,500
Loans Charges Reserve	2,152		3,952	6,104		392	6,496
Roads Defects & Drainage Works	468	(266)		202	(202)	204	204
General Revenue Grant 2017/18	0			0		523	523
Integrated Joint Board Reserves	1,828	(1,828)		0			0
<b>Total Earmarked Reserves</b>	<b>40,282</b>	<b>(17,391)</b>	<b>21,852</b>	<b>44,743</b>	<b>(23,947)</b>	<b>15,825</b>	<b>36,621</b>
Non-earmarked balance	8,773	(3,023)		5,750	(1,161)		4,589
<b>Total General Fund Balance</b>	<b>49,055</b>	<b>(20,414)</b>	<b>21,852</b>	<b>50,493</b>	<b>(25,108)</b>	<b>15,825</b>	<b>41,210</b>
Capital Grants Unapplied Account	396	(396)		0			0
Capital Fund	2,318	(58)		2,260		909	3,169
Repairs & Renewal Fund	3,185	(23)		3,162		87	3,249
Insurance Fund	3,815		313	4,128		163	4,291
<b>Total Usable Reserves</b>	<b>58,769</b>	<b>(20,891)</b>	<b>22,165</b>	<b>60,043</b>	<b>(25,108)</b>	<b>16,984</b>	<b>51,919</b>

## Note 4 Financing and Investment Income and Expenditure

	2017-2018	2016-2017
	£000	£000
Interest payable and similar charges:		
- Schools' Public Private Partnership finance lease	5,041	4,827
- Other finance leases	0	0
- Other interest payments and similar charges	9,060	9,157
Net interest on the defined benefit pension liability	4,595	4,121
Interest receivable and similar income	(525)	(524)
<b>Total</b>	<b>18,171</b>	<b>17,581</b>

## Note 5 Taxation and Non-specific Grant Income

	2017-2018	2016-2017
	£000	£000
Income from Council Tax	(29,726)	(28,388)
Distribution from Non-Domestic Rates pool	(21,283)	(23,331)
General Revenue Grant	(139,030)	(140,922)
Recognised Capital Grants and contributions	(10,280)	(8,584)
<b>Total</b>	<b>(200,319)</b>	<b>(201,225)</b>

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

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

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. Where conditions are satisfied, the grant or contribution is credited to the relevant service line (for revenue grants) or Taxation and Non-specific Grant Income (for capital grants). Where capital grants are credited to the CIES, they are reversed out in the General Fund balance in the Movement in Reserves Statement.

The Council credited the following grants, contributions and donations to the CIES in 2017-2018:

	2017-2018	2016-2017
	£000	£000
<b>Credited to Taxation and Non-specific Grant Income</b>		
General Revenue Grant	(139,030)	(140,922)
Distribution from Non-Domestic Rates pool	(21,283)	(23,331)
General Capital Grant (excludes amounts directly credited to Services)	(9,336)	(6,725)
Capital Grants	(944)	(1,859)
<b>Credited to Services</b>		
Housing Benefit	(28,256)	(34,136)
Housing Benefit Administration	(419)	(510)
Other Housing	(2,454)	(1,999)
Community Service Grant	(64)	(41)
Social Work	(2,220)	(2,223)
Education	(6,528)	(3,034)
Employability	(1,028)	(661)
Other	(262)	(250)
<b>Total</b>	<b>(211,824)</b>	<b>(215,691)</b>

## Note 6 External Audit Fees

The Council incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections by the Council's external auditors.

	2017-2018	2016-2017
	£000	£000
Fees payable to Audit Scotland with regard to external audit services carried out by the appointed auditor for the year.	243	242
	<b>243</b>	<b>242</b>

## Note 7 Property, Plant & Equipment

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

### Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis. Expenditure that merely maintains the condition of an asset e.g. repairs and maintenance is charged as an expense when it is incurred.

Plant, furniture and computer equipment costing less than £6,000 are not treated as Property, Plant and Equipment and are charged to the appropriate service line in the CIES. This de-minimis also applies to assets acquired under finance leases. It does not apply where certain categories of assets that individually cost less than £6,000 are grouped together and form part of the approved capital programme.

## Measurement

Assets are initially measured at cost, comprising:

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

The Council does not capitalise borrowing costs incurred whilst assets are under construction.

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

- Infrastructure, community assets & assets under construction – depreciated historic cost.
- Surplus assets – current value as estimated at highest and best use from an open market perspective (fair value).
- All other assets - current value, determined as the amount that would be paid for the asset in its existing use (existing use value).

Where there is no market-based evidence of fair value because of the specialist nature of an asset, in a limited number of instances depreciated replacement cost or insurance replacement cost has been used as an estimate of fair value. For non-property assets that have short useful lives or low values, depreciated historical cost basis is used as a proxy for fair value.

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end. The Council revalues its land and buildings in a single exercise at five-yearly intervals. An independent valuation of all Council owned land and buildings was undertaken during 2015-2016 by GVA James Barr, a professional firm of chartered surveyors, and was completed on 31 March 2016.

## Impairment

The Council recognises the impairment of non-current assets in accordance with Financial Standard IAS36 (Impairment of Assets) whereby any material reduction in asset value as a result of changing market conditions or clear consumption of an asset is recognised in the CIES only to the extent that the loss exceeds the balance on the Revaluation Reserve relating to the specific asset. An impairment review is conducted annually by the Council's Valuer who is Royal Institution of Chartered Surveyors (RICS) qualified.

## Disposals

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is taken to the CIES. Gains in fair value are recognised only up to the amount of any previously recognised losses in the (Surplus) or Deficit on Provision of Services.

## Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets. An exception is made for assets without a determinable finite useful life (i.e. land and certain community assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is charged on a straight-line basis over the useful life of the assets (as advised by a suitably qualified officer). No depreciation is charged in the year of acquisition but a full year's depreciation is charged in the year of disposal.

The periods of depreciation and categories of assets are:

- Buildings – 10 to 60 years;
- Schools – 10 to 60 years;
- Vehicles, equipment and plant – 2 to 10 years;
- Infrastructure – 2 to 40 years.



# Notes to the Principal Financial Statements

Where a material item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately in accordance with the Council approved policy for material assets with a value in excess of £1 million. Significant components are deemed to be those whose value is 25% or more of the total value of the asset.

## Movement on Balances

The movements on balances for Property, Plant & Equipment (PPE) are shown in the following table. Figures for 2016-2017 are provided in an additional table below for the purposes of comparison.

## Movements in 2017-2018

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets not for Sale £000	Asset Under Construction £000	Schools PPP Assets £000	Total PPE £000
<b>Cost or Valuation</b>								
At 1 April 2017	329,635	37,626	75,505	2,220	3,265	1,620	90,874	540,745
Additions in year	14,716	1,310	5,282	19	94	9,266	1	30,688
Disposals in year	(2,390)	(1,355)		(350)				(4,095)
Revaluation adjustments to Revaluation Reserve	301	233						534
Revaluation adjustments to CIES								0
Reclassifications to/from Held for Sale								0
Other reclassifications*	2,186	(18,278)	62	(1,564)		(1,238)	(267)	(19,099)
<b>At 31 March 2018</b>	<b>344,448</b>	<b>19,536</b>	<b>80,849</b>	<b>325</b>	<b>3,359</b>	<b>9,648</b>	<b>90,608</b>	<b>548,773</b>
<b>Depreciation and Impairment</b>								
At 1 April 2017	10,191	32,101	17,114	649	0	0	2,449	62,504
Depreciation charge for the year	10,536	1,854	2,600				2,146	17,136
Impairment losses to Revaluation Reserve	2,579							2,579
Impairment losses to CIES	3,979			267		50		4,296
Depreciation on disposals	16	(1,341)						(1,325)
On Revaluations to Revaluation Reserve	(473)							(473)
On Revaluations to CIES								0
Reclassifications to/from Held for Sale								0
Other reclassifications*	402	(18,583)		(648)			(267)	(19,096)
<b>At 31 March 2018</b>	<b>27,230</b>	<b>14,031</b>	<b>19,714</b>	<b>268</b>	<b>0</b>	<b>50</b>	<b>4,328</b>	<b>65,621</b>
<b>Balance Sheet amount at 31 March 2018</b>	<b>317,218</b>	<b>5,505</b>	<b>61,135</b>	<b>57</b>	<b>3,359</b>	<b>9,598</b>	<b>86,280</b>	<b>483,152</b>
<b>Balance Sheet amount at 31 March 2017</b>	<b>319,444</b>	<b>5,525</b>	<b>58,391</b>	<b>1,571</b>	<b>3,265</b>	<b>1,620</b>	<b>88,425</b>	<b>478,241</b>
<b>Nature of asset holding</b>								
Owned	300,219	5,505	61,135	57	3,359	9,598		379,873
Managed properties	16,999							16,999
PPP							86,280	86,280

\*other reclassifications relate to movements between asset classifications identified as incorrect in the year.

# Notes to the Principal Financial Statements

## Comparative Movements in 2016-2017

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets not for Sale £000	Asset Under Construction £000	Schools PPP Assets £000	Total PPE £000
<b>Cost or Valuation</b>								
At 1 April 2016	312,387	38,124	69,058	3,222	3,259	1,434	90,859	518,343
Additions in year	20,081	1,513	6,447	422	6	384	15	28,868
Disposals in year	(540)	(2,011)				(198)		(2,749)
Revaluation adjustments to Revaluation Reserve	(1,531)	0	0	0	0		0	(1,531)
Revaluation adjustments to CIES	(2,186)	0	0	0	0			(2,186)
Reclassifications to/from Held for Sale	0							0
Other reclassifications*	1,424	0	0	(1,424)	0		0	0
<b>At 31 March 2017</b>	<b>329,635</b>	<b>37,626</b>	<b>75,505</b>	<b>2,220</b>	<b>3,265</b>	<b>1,620</b>	<b>90,874</b>	<b>540,745</b>
<b>Depreciation and Impairment</b>								
At 1 April 2016	2,929	31,871	14,658	1	(3)		303	49,759
Depreciation charge for the year	9,028	2,212	2,456	648	0		2,146	16,490
Impairment losses to Revaluation Reserve								0
Impairment losses to CIES								0
Depreciation on disposals	(3)	(1,982)						(1,985)
On Revaluations to Revaluation Reserve	(559)		0		0		0	(559)
On Revaluations to CIES	(1,204)	0						(1,204)
Reclassifications to/from Held for Sale	0							0
Other reclassifications*	0	0	0	0	3		0	3
<b>At 31 March 2017</b>	<b>10,191</b>	<b>32,101</b>	<b>17,114</b>	<b>649</b>	<b>0</b>	<b>0</b>	<b>2,449</b>	<b>62,504</b>
<b>Balance Sheet amount at 31 March 2017</b>	<b>319,444</b>	<b>5,525</b>	<b>58,391</b>	<b>1,571</b>	<b>3,265</b>	<b>1,620</b>	<b>88,425</b>	<b>478,241</b>
<b>Balance Sheet amount at 31 March 2016</b>	<b>309,458</b>	<b>6,253</b>	<b>54,400</b>	<b>3,221</b>	<b>3,262</b>	<b>1,434</b>	<b>90,556</b>	<b>468,584</b>
<b>Nature of asset holding</b>								
Owned	300,329	5,525	58,391	1,571	3,265	1,620		370,701
Managed Properties	19,115							19,115
PPP							88,425	88,425

## Commitments under Capital Contracts

At 31 March 2018, the Council has entered into a number of contracts for the construction or enhancement of Property, Plant & Equipment and for contributions to capital works budgeted to cost £8.686 million. Similar contracts at 31 March 2017 were £10.556 million. The major capital commitments include:

# Notes to the Principal Financial Statements

	£000
St Ninian's Primary School New Build	2,747
Lady Alice Primary School Refurbishment	1,578
Watt Complex Refurbishment	1,082

## Revaluation Programme

The following statement shows the progress of the Council's programme for the revaluation of Property, Plant & Equipment that ensures all its PPE assets required to be measured at fair value are revalued at least every five years.

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets not for Sale £000	Asset Under Construction £000	Schools PPP Assets £000	Total PPE £000
Carried at historical cost	5,782	5,507	56,802	21	0	9,597	0	77,709
Valued at fair value as at								
31 March 2018	4,620							4,620
31 March 2017	5,454							5,454
31 March 2016	298,680		4,118	37	1,292		86,280	390,407
31 March 2015	0							0
31 March 2014	2,682		213		2,067			4,962
<b>Total Cost or Valuation</b>	<b>317,218</b>	<b>5,507</b>	<b>61,133</b>	<b>58</b>	<b>3,359</b>	<b>9,597</b>	<b>86,280</b>	<b>483,152</b>

## Note 8 Assets Held for Sale

Property, land and buildings are classified as "Held for Sale" when the following criteria are met:

- The property is available for immediate sale in its present condition.
- The sale must be highly probable; and an active programme to locate a buyer and complete the plan must have been initiated.
- The asset must be actively marketed for sale at a price that is reasonable in relation to its current fair value.
- The sale should be expected to qualify for recognition as a completed sale within one year (although events or circumstances may extend the period to complete the sale beyond one year).

When these criteria are met, assets within the category of *Property, Plant & Equipment* will be reclassified to "Assets Held for Sale". The date of reclassification will normally be the date approval was granted by Committee to sell the asset.

# Notes to the Principal Financial Statements

At 31 March 2018, the Council had one asset held for sale valued at £0.501 million (31 March 2017 £0.500 million).

	31 March 2018	31 March 2017
	£000	£000
<b>Opening Balance at 1 April</b>	500	500
Assets newly classified as "held for sale": Property, plant & equipment	1	0
Revaluation adjustments to Revaluation Reserve	0	0
<b>Closing Balance at 31 March</b>	<b>501</b>	<b>500</b>

## Note 9 Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the assets acquired under finance leases and PPP contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue, as assets are used by the Council, the expenditure results in an increase in the Capital Financing Requirement, a measure of capital expenditure incurred historically by the Council that has yet to be financed.

	2017-2018	2016-2017
	£000	£000
<b>Opening Capital Financing Requirement</b>	308,809	302,161
Capital Investment:		
~ Capital Expenditure	30,751	28,975
~ Leased equipment and Schools PPP assets	0	0
<b>Total Capital Investment for the year</b>	<b>30,751</b>	<b>28,975</b>
Sources of Finance:		
~ Capital receipts from the sale of assets	(1,608)	(1,116)
~ Government grants and other contributions	(10,280)	(8,585)
~ Capital from current revenue	(6,217)	0
~ Loans Fund principal repayment (including finance leases & PPP)	(13,111)	(12,626)
<b>Total Capital Financing for the year</b>	<b>(31,216)</b>	<b>(22,327)</b>
<b>Closing Capital Financing Requirement</b>	<b>308,344</b>	<b>308,809</b>

	2017-2018	2016-2017
	£000	£000
<b>Explanation of movements in the year:</b>		
~ Increase/(Reduction) in underlying need to borrow	1,264	8,687
~ Increase/(Reduction) in finance leases obligations	0	0
~ Increase/(Reduction) in PPP finance lease creditor	(1,729)	(2,039)
<b>Increase/(Reduction) in Capital Financing Requirement</b>	<b>(465)</b>	<b>6,648</b>

## Note 10 Heritage Assets

The Council holds and conserves heritage assets for future generations in support of the primary objective of increasing the knowledge, understanding and appreciation of the history of the area of Inverclyde.

As a general policy, heritage assets are recognised on the Balance Sheet where the Council has information on the cost or value of the asset. Where information on cost or value is not available, and the cost of obtaining the information outweighs the benefits to the users of the financial statements, the asset is not recognised on the Balance Sheet.

The valuation disclosed in the Balance Sheet is based on the assessment by the Council's previous insurers of the replacement value for the combined collections. These insurance valuations are updated periodically. In addition, individual collections are reviewed periodically to ensure the adequacy of the valuation. The Council's policy on management, acquisitions and disposals is contained in its policy document. This document and further information about the collections are publicly available on the Museum's section of Inverclyde Council's website: <http://www.inverclyde.gov.uk/community-life-and-leisure/museum/museum-collections>

The carrying amount of heritage assets are reviewed where there is evidence of impairment e.g. where an item has suffered physical deterioration or breakage or where doubts arise as to authenticity. Any impairment is recognised and measured in accordance with the Council's general policies on impairment. It is likely that disposals of heritage assets will be made only very occasionally. Where this does occur, the proceeds of such items are accounted for in accordance with the Council's policies relating to the disposal of property, plant and equipment. Disposal proceeds are disclosed separately in the notes to the financial statements.

### Reconciliation of the Carrying Value of Heritage Assets held by the Council

	2017-2018 Total Assets £000	2016-2017 Total Assets £000
Valuation or Cost		
1 April	18,059	18,059
Revaluations	0	0
<b>31 March</b>	<b>18,059</b>	<b>18,059</b>

# Notes to the Principal Financial Statements

## Note 11 Debtors

	31 March 2018				31 March 2017			
	Short-term		Long-term		Short-term		Long-term	
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Scottish Government (including NHS bodies)</b>		<b>4,259</b>		<b>0</b>		<b>2,274</b>		<b>0</b>
<b>Central Government bodies</b>		<b>1,237</b>		<b>0</b>		<b>1,332</b>		<b>0</b>
<b>Other Local Authorities</b>		<b>96</b>		<b>0</b>		<b>94</b>		<b>0</b>
Council Tax receivable from taxpayers	16,328		0		16,298		0	
Provision for bad and doubtful debt	(13,765)		0		(13,963)		0	
<b>Council Tax (net of impairment)</b>		<b>2,563</b>		<b>0</b>		<b>2,335</b>		<b>0</b>
Trade debtors	8,222		0		8,846		0	
Provision for bad and doubtful debt	(4,843)		0		(4,647)		0	
<b>Trade Debtors (net of impairment)</b>		<b>3,379</b>		<b>0</b>		<b>4,199</b>		<b>0</b>
Other entities and individuals	53		2,552		51		2,637	
Provision for bad and doubtful debt	0		0		0		0	
<b>Other entities and individuals (net of impairment)</b>		<b>53</b>		<b>2,552</b>		<b>51</b>		<b>2,637</b>
<b>Totals for Short-term and Long-term Debtors</b>		<b>11,587</b>		<b>2,552</b>		<b>10,285</b>		<b>2,637</b>

In March 2013, the Council made a long-term loan of £1.969 million to Inverclyde Property Renovations LLP, a partnership established to develop the offices at Wallace Place, Greenock and Princes Street, Port Glasgow under the Business Premises Renovation Allowance (BPRA) Scheme. In March 2016, the Council made a £0.6 million loan to Inverclyde Leisure. This is shown within 'other entities and individuals (net of impairment)'.

## Note 12 Cash and Cash Equivalents

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

	31 March 2018	31 March 2017
	£000	£000
Cash held by the Council	6	6
Bank current accounts	14,530	8,917
Deposits up to three months with UK Banks, Buildings Societies and Local Authorities	0	5,013
<b>Total Cash and Cash Equivalents</b>	<b>14,536</b>	<b>13,936</b>

# Notes to the Principal Financial Statements

## Note 13 Creditors

### Short Term Creditors

	31 March 2018 £000	31 March 2017 £000
Scottish Government (including NHS bodies)	(7,703)	(5,655)
Central Government bodies	(3,362)	(3,387)
Other Local Authorities	(318)	(2,050)
Trade creditors	(23,798)	(17,872)
Public Corporations	(453)	(489)
<b>Total Short-term Creditors</b>	<b>(35,634)</b>	<b>(29,453)</b>

## Note 14 Provisions

Provisions are made where an event has taken place that gives the Council a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Council becomes aware of the obligation, and 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 be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service.

### Short-term Provisions - Movement on Balances 2017-2018

	Balance at 1 April 2017 £000	Additional Provisions made in 2017-2018 £000	Amounts used in 2017-2018 £000	Unused amounts written back in 2017-2018 £000	Balance at 31 March 2018 £000
Compensation Payments (note 1)	(879)		821		(58)
Municipal Mutual Insurance Claims (note 2)	(366)		76		(290)
Gourock Waterfront Redevelopment (note 3)	(50)			50	0
Holeburn Hydro Feasibility (note 4)	0	(15)			(15)
St Stephen's High Demolition (note 5)	(497)		7		(490)
Greenock Academy Site Contamination Provision (note 6)	(334)		231		(103)
<b>Total Short-term Provisions</b>	<b>(2,126)</b>	<b>(15)</b>	<b>1,135</b>	<b>50</b>	<b>(956)</b>

## Notes

1. For the potential outcome of conceded outstanding equal pay claims.
2. For any potential shortfall in the current Scheme of Arrangement to meet any new claims.
3. For the potential outcome of a dispute relating to works carried out for Gourock waterfront redevelopment.
4. For the balance of the Council's share of costs of feasibility study into a Hydro Electric Scheme which is no longer progressing.
5. For the demolition of the former St Stephen's High School on termination of short-term lease. Previously disclosed as a long-term provision, anticipated this will be used in 2018-2019.
6. For the removal of asbestos from the Greenock Academy site.

## Note 15 Schools Public Private Partnership

The Council has entered into a Public Private Partnership (PPP) for the provision of educational buildings, their maintenance and related facilities. The agreement provides the Council with two secondary and two primary schools. The provider is required to ensure the availability of these buildings to a pre-agreed standard. When the agreement ends in 2040, the buildings will be handed back to the Council with a guarantee of no major maintenance requirements for a five-year period.

The Public Private Partnership agreement for the provision of school buildings, their maintenance and other facilities is accounted for in accordance with International Financial Reporting Interpretations Committee (IFRIC) 12 Service Concession Arrangements. The Council carries the assets and the associated liability to the PPP operator on its Balance Sheet. The annual amount payable to the PPP operator (the unitary charge) is apportioned between operating costs, interest payments and the repayment of debt. The property, plant and equipment of the PPP scheme are depreciated over the useful life of the assets and the associated liability to the operator is reduced by the principal repayments paid as part of the unitary charge.

### Property, Plant & Equipment

The assets used to provide services at the schools are recognised on the Council's Balance Sheet. Movements in value over the year are detailed in the analysis of the movement in Note 7 Property, Plant & Equipment.

### Remaining Payments under the Agreement

The Council makes payments each year, which are increased by inflation and reduced if the contractor fails to meet availability and performance standards. Payments remaining to be made under the PPP contract at 31 March 2018 (assuming an adjusted inflation rate of 1.67% and excluding any estimation of availability and performance deductions) are as follows:



	Future Payments for	Repayment	Finance Interest		Total
	services (including lifecycle maintenance)	of Liability	Estimated Inflation	Contingent Rentals	
	£000	£000	£000	£000	£000
Not later than 1 year	3,545	1,580	3,830	910	9,865
Later than 1 year and not later than 5 years	15,131	7,085	14,315	4,656	41,187
Later than 5 years and not later than 10 years	19,922	12,267	15,038	8,496	55,723
Later than 10 years and not later than 15 years	23,304	15,298	10,965	11,147	60,714
Later than 15 years and not later than 20 years	28,080	18,716	6,022	13,578	66,396
Payable within 21 to 25 years	11,145	9,013	599	5,696	26,453
<b>Total</b>	<b>101,127</b>	<b>63,959</b>	<b>50,769</b>	<b>44,483</b>	<b>260,338</b>

## Fair Value of Liability

The treasury advisor to Inverclyde Council has assessed the fair value of the lease liability as £91.2 million. The impact of a 1% increase in the discount factor is assessed at £8.6 million and would reduce the fair value to £82.6 million. More information on the assessment of fair values is available in Note 20 Financial Instruments.

## Liabilities from PPP Arrangements

Although the payments to the provider are described as unitary payments, they have been calculated to compensate the provider for the fair value of the services they provide and the capital expenditure incurred plus the interest payable whilst the capital expenditure remains to be reimbursed. The liability outstanding to pay to the provider for the capital expenditure (the outstanding finance lease obligation) is as follows:

	2017-2018	2016-2017
	£000	£000
<b>Balance outstanding at the start of the year</b>	65,688	67,727
Payments during the year	(1,729)	(2,039)
Capital expenditure incurred in the year	0	0
<b>Balance outstanding at year-end</b>	<b>63,959</b>	<b>65,688</b>
Included in Balance Sheet		
~ Current	1,580	1,736
~ Non-current	62,379	63,952
	<b>63,959</b>	<b>65,688</b>

## Note 16 Defined Benefit Pension Schemes

### Post Employment Benefits

The Council participates in two separate schemes; the Scottish Teachers' Pension Scheme which is administered by the Scottish Government (Note 17) and the post-employment scheme for employees other than teachers is the Local Government Pension Scheme (LGPS), administered by Strathclyde Pension Fund in respect of all local authorities and admitted bodies in the former Strathclyde area. This is a multi-employer scheme in which it is possible for an employer to identify its share of the assets and liabilities on a consistent and reasonable basis. Employer's liabilities can be evaluated directly by the Actuary at any time on membership data. Individual employer assets have been apportioned to each employer since 2002. Prior to that date, each employer was considered to have the same funding as the whole Fund.

The LGPS is accounted for as a "defined benefit" scheme in accordance with International Accounting Standard 19 (IAS19). Inverclyde Council's share of the net pension liability in the Strathclyde Pension Fund and a pension reserve are recognised in the Balance Sheet. The CIES recognises changes during the year in the pension liability. Service expenditure includes pension costs based on employers' pension contributions payable and payments to pensioners in the year.

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

### Participation in Pension Schemes

#### Benefits

- It is a defined benefit final salary scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level to balance the pensions liability with investment assets.
- A new Career Average Revalued Earnings (CARE) pension scheme has been introduced from 1 April 2015. The pension accrual rate guarantees a pension that is built up at a rate of 1/49<sup>th</sup> of the pensionable pay in the financial year. The amount built up in the year is transferred to the member's Pension Account and at the end of each financial year the total in the member's Pension Account is adjusted in line with the cost of living to ensure it retains its purchasing power.
- For pension contributions from 2009 to 2015, the pension is based on 1/60<sup>th</sup> of final pensionable salary and years of service, and prior to 2009, the accrual rate guarantees a pension based on 1/80<sup>th</sup> and a lump sum based on 3/80<sup>th</sup> of final pensionable pay and years of pensionable service.
- There is no automatic entitlement to a lump sum. Members of the Pension Scheme may opt to give up (commute) pension for lump sum up to the limits set by the Finance Act 2004. The scheme's retirement age is the normal age for the state pension. Pensions are increased annually in line with changes to the Pensions (Increase) Act 1971 and Section 59 of the Social Security Pensions Act 1975.

#### Governance

- The Strathclyde Pension Fund is operated under the regulatory framework for the LGPS in Scotland and the governance of the scheme is the responsibility of the Strathclyde Pension Fund Committee. This committee is comprised solely of Elected Members of Glasgow City Council. The Strathclyde Pension Fund Board meets alongside the Strathclyde Pension Fund Committee. It helps with compliance and to take account of all shareholder interests. The Board has eight members, four employer representatives and four from trade unions.
- Policy is determined in accordance with the Local Government Pension Scheme (Scotland) Regulations. Management of the Fund's investments is carried out by the Fund's Investment Advisory Panel which selects and appoints a number of external investment managers/partners and monitors their investment performance.
- Under the Regulations, employers fall into three categories, scheme employers (also known as schedule bodies) such as Inverclyde Council, community admission bodies and transferee admission bodies. Admission agreements are generally assumed to be open-ended. However, either party can voluntarily terminate the admission agreement by giving an appropriate period of notice to the other parties. Any deficit arising from the cessation valuation will usually be levied on the departing admission body as a capital payment.

## Principal Risks

- The principal risks to the Scheme are the longevity assumptions, statutory changes to the Scheme, changes to inflation, bond yields and the performance of the investments held by the Scheme. The long-term funding strategy and the employer's contribution rates are reviewed triennially and take into account these factors to mitigate the risks. The taxpayer is protected from temporary swings in some of these factors (inflation, bond yields and investment performance) by the adjustments by law to the amount charged to the General Fund as detailed in Note 2.

## Discretionary Post-employment Benefits

- Discretionary post-employment benefits on early retirement are an unfunded defined benefit arrangement, under which liabilities are recognised when an award is made. There are no pension plan assets built up to meet these pension liabilities.

## Transactions Relating to Post-employment Benefits

The cost of retirement benefits is recognised in the reported Cost of Services when they are earned by the Council's employees, rather than when the benefits are eventually paid as pensions. However, the charge that is statutorily required to be made against the Council Tax is based upon the pension contributions payable by the Council in the year, and an adjustment is made in the Movement in Reserves Statement to achieve this.

The following transactions have been included in the accounting statements in 2017-2018 and the prior year 2016-2017.

	31 March 2018	31 March 2017
	£000	£000
<b>Comprehensive Income &amp; Expenditure Statement (CIES)</b>		
<i>Cost of Services:</i>		
<i>Service Cost comprising:</i>		
~ Current service cost	19,246	13,202
~ Past service costs (including curtailments)	179	265
~ Unfunded benefits	0	0
<i>Financing and Investment Income and Expenditure:</i>		
~ Net interest expense	4,595	4,121
<b>Total Post-employment Benefit charged to (Surplus) or Deficit on the Provision of Services</b>	<b>24,020</b>	<b>17,588</b>
<i>Other Post-employment Benefits Charged to the CIES:</i>		
<i>Re-measurement of the net defined benefit liability comprising:</i>		
~ Expected return on pension fund assets	(5,553)	(87,674)
~ Actuarial (gains) or losses arising on changes in demographic assumptions	(1,929)	0
~ Actuarial (gains) or losses arising on changes in financial assumptions	(27,406)	136,486
~ Actuarial (gains) or losses arising on changes in experience assumptions	(67,985)	1,346
<b>Total Post-employment Benefit Charged to the CIES</b>	<b>(102,873)</b>	<b>50,158</b>
<b>Movement in Reserves Statement (MiRS)</b>		
~ Reversal of net charges made to the (Surplus) or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	114,702	(38,536)
<b>Actual amount charged against the General Fund balance for pensions in the year:</b>		
<b>Employers' contributions payable to Strathclyde Pension Fund</b>	<b>11,829</b>	<b>11,622</b>

# Notes to the Principal Financial Statements

## Pensions Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the local authority's obligation in respect of its defined benefit plan is as follows:

	31 March 2018 £000	31 March 2017 £000
Present value of the defined benefit obligation*	(644,216)	(718,564)
Fair value of pension fund assets	561,944	545,610
<b>Net Liability arising from Defined Benefit Obligation</b>	<b>(82,272)</b>	<b>(172,954)</b>
*Unfunded liabilities included in the figure for present value of liabilities		
~ unfunded liabilities for Pension Fund	(23,898)	(24,263)
~ teachers' unfunded pensions	(14,991)	(15,196)
~ unfunded liabilities prior to 1996 local government reorganisation	(6,793)	(7,249)

A reconciliation of Inverclyde Council's share of the present value of Strathclyde Pension Fund's defined benefit obligation (liabilities) is as follows:

	2017-2018 £000	2016-2017 £000
<b>Opening balance at 1 April</b>	(718,564)	(563,326)
Current service cost	(19,246)	(13,202)
Interest cost	(18,737)	(19,677)
Contributions by Pension Fund participants	(2,997)	(2,872)
Re-measurement gains and (losses)		
~ Actuarial gains/(losses) from changes in demographic assumptions	1,929	0
~ Actuarial gains/(losses) from changes in financial assumptions	27,406	(136,486)
~ Actuarial gains/(losses) from changes in experience assumptions	67,985	(1,346)
Past service costs (including curtailments)	(179)	(265)
Settlements	0	0
Benefits paid	18,187	18,610
<b>Closing balance at 31 March</b>	<b>(644,216)</b>	<b>(718,564)</b>

A reconciliation of the movements in Inverclyde Council's share of the fair value of Strathclyde Pension Fund's assets is as follows:

# Notes to the Principal Financial Statements

	2017-2018	2016-2017
	£000	£000
<b>Opening fair value of pension fund assets</b>	545,610	446,496
Interest income	14,142	15,556
Re-measurement gains and (losses):		
~ expected rate of return on pension fund assets	5,553	87,674
The effect of changes in foreign exchange rates	0	0
Contributions from employers	11,829	11,622
Contributions from employees into the scheme	2,997	2,872
Benefits paid	(18,187)	(18,610)
<b>Closing fair value of pension fund assets</b>	<b>561,944</b>	<b>545,610</b>

## Analysis of Pension Fund's Assets

Inverclyde Council's share of the Pension Fund's assets at 31 March 2018 comprised:

	31 March 2018			31 March 2017		
	Quoted Prices	Prices not	Totals	Quoted Prices	Prices not Quoted	Totals
	in Active	Quoted in Active		in Active	in Active Markets	
	Markets	Markets	Markets	Markets	Markets	
£000	£000	£000	£000	£000	£000	
Cash and cash equivalent	28,928	27,880	56,808	19,644	907	20,551
Equity instruments	129,627	340	129,967	200,217	104	200,321
Debt instruments	17,632	0	17,632	0	5	5
Real Estate	0	50,879	50,879	0	65,810	65,810
Derivatives	12	0	12	46	73	119
Private Equity	0	67,150	67,150	0	44,985	44,985
Investment Funds	184,456	55,040	239,496	6,336	207,483	213,819
Asset-backed Securities	0	0	0	0	0	0
Structured Debt	0	0	0	0	0	0
<b>Total assets</b>	<b>360,655</b>	<b>201,289</b>	<b>561,944</b>	<b>226,243</b>	<b>319,367</b>	<b>545,610</b>

## Basis for Estimating Assets and Liabilities

The Council's share of the net obligations of the Strathclyde Pension Fund is an estimated figure based on actuarial assumptions. Liabilities are included in the Balance Sheet on an actuarial basis using the "projected credit unit method" i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, salary levels and inflation. Liabilities are discounted to their value at current prices, using a discount rate (currently 2.7%) based on an average of high quality corporate bonds. Assets are included in the Balance Sheet at their fair value, principally the bid price for quoted securities, estimated fair value for unquoted securities and market price for property.

The Fund's obligation has been assessed by Hymans Robertson, an independent firm of actuaries, and the estimates are based on the latest full valuation of the Fund at 31 March 2017. The significant assumptions used by the actuary are shown in the table below. Note 35 includes a sensitivity analysis for the pension obligation based on possible changes of these assumptions occurring at the reporting date.

	2017-2018	2016-2017
Long-term expected rate of return on assets in the Fund:		
~ Equity Investments	2.7%	2.6%
~ Bonds	2.7%	2.6%
~ Property	2.7%	2.6%
~ Cash	2.7%	2.6%
Rate of inflation	2.4%	2.4%
Rate of increase in salaries	3.6%	4.4%
Rate of increase in pensions	2.4%	2.4%
Rate for discounting Fund liabilities	2.7%	2.6%
Take-up option to convert annual pension into retirement lump sum	50.0%	50.0%
Mortality Assumptions:		
Longevity at 65 for current pensioners (years):		
~ Men	21.4	22.1
~ Women	23.7	23.6
Longevity at 65 for future pensioners (years):		
~ Men	23.4	24.8
~ Women	25.8	26.2

### Asset and Liability Matching (ALM) Strategy

The main fund (Fund 1) of the Strathclyde Pension Fund does not have an ALM as this is used mainly by mature funds. The Fund does match, to the extent possible, the types of assets invested to the liabilities in the defined benefit obligation. As is required by the pensions and investment regulations, the suitability of various types of investment has been considered, as has the need to diversify investments to reduce the risk of being invested in too narrow a range. The Fund invests in equities (i.e. stocks and shares), bonds, properties and in cash.

### Impact on the Council's Cash Flow

The objectives of the Fund are to keep employers' contributions at as constant a rate as possible. The Fund has agreed a strategy to achieve a funding rate of 100% in the longer term. The Scheme is a multi-employer defined benefit plan and employers' contributions have been determined so that employee and employer rates are standard across all participating Local Authorities. The triennial review set employer's contributions for Inverclyde Council at 19.3% for the period 1 April 2015 to 31 March 2018.

The Local Government Pension Scheme in Scotland moved from 1 April 2015 to a new Career Average Revalued Earnings Scheme (CARE) for future accruals. The Fund is actively taking account of this and other national changes to the Local Government Pension Scheme in Scotland.

The total contributions expected to be made by the Council to Strathclyde Pension Fund in the year to 31 March 2019 is £9.574 million.

The assumed weighted average duration of the defined benefit obligations is 18.2 years.

# Notes to the Principal Financial Statements

## Note 17 Post-employment Benefits Teachers

The Scottish Teachers' Pension Scheme is administered directly by the Scottish Government and is technically a "defined benefit" scheme. However the scheme is unfunded and the Council is not able to identify its share of the underlying financial position and performance of the scheme with sufficient reliability for accounting purposes. In this Statement of Accounts, it is therefore accounted for on the same basis as a "defined contribution" scheme. As a proportion of the total contributions into the teachers' pension scheme, the Council's own contributions equated to approximately 1.23% during the year ended 31 March 2017. The actual contributions for the year ended 31 March 2018 will not be published until November 2018, however the Council assumes that the percentage contribution will be similar to 31 March 2017.

In 2017-2018, Inverclyde Council paid £5.168 million in respect of teachers' retirement benefits, representing 17.0% of pensionable pay. The figures for 2016-2017 were £5.023 million and 18.4%. There were no contributions remaining payable at the year-end.

## Note 18 Unusable Reserves

Reserves are created by appropriating amounts from the General Fund balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service within the CIES. The reserve is then appropriated back into the General Fund balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting process for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the authority. These reserves are explained on the following page.

### Summary of Year-end Balances

The total for Unusable Reserves in the Balance Sheet is made up of the following reserves:

	31 March 2018 £000	31 March 2017 £000
Revaluation Reserve	146,462	148,700
Capital Adjustment Account	47,026	39,437
Financial Instruments Adjustment Account	(2,496)	(2,626)
Pensions Reserve	(82,272)	(172,954)
Employee Statutory Adjustment Account	(3,668)	(3,558)
<b>Balance at 31 March</b>	<b>105,052</b>	<b>8,999</b>

### Movement on Balances – Revaluation Reserve

The Revaluation Reserve contains the unrealised gains made by the Council arising from increases in the value of its property, plant and equipment. The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created.

# Notes to the Principal Financial Statements

	2017-2018	2016-2017
	£000	£000
<b>Balance at 1 April</b>	148,700	150,422
Revaluation of non-current assets not posted to the Surplus or (Deficit) on the Provision of Services	534	(1,531)
Difference between fair value depreciation and historical cost depreciation written off to Capital Adjustment Account	(193)	(191)
Impairments Charged to Revaluation Reserve Account	(2,579)	0
Accumulated gains or (losses) transferred to the Capital Adjustment Account	0	0
<b>Balance at 31 March</b>	<b>146,462</b>	<b>148,700</b>

## Movement on Balances – Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. Note 2 provides a summary of transactions posted to the Account during the year.

	2017-2018	2016-2017
	£000	£000
<b>Balance at 1 April</b>	39,437	34,681
Items relating to capital expenditure charged to CIES:		
~ Charges for depreciation and impairment of non-current assets	(21,049)	(16,997)
~ Disposals of non-current assets	(2,771)	(765)
Transfers from Revaluation Reserve	193	191
Capital financing applied in the year:		
~ Use of the Capital Receipts Reserve to finance new capital expenditure	1,608	1,116
~ Capital grants and contributions credited to the CIES that have been applied to capital financing	10,280	8,585
~ Loans Fund principal repayments	13,111	12,626
~ Capital financed from current revenue	6,217	0
<b>Balance at 31 March</b>	<b>47,026</b>	<b>39,437</b>

## Movement on Balances – Financial Instruments Adjustment Account

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

	2017-2018	2016-2017
	£000	£000
<b>Balance at 1 April</b>	(2,626)	(2,755)
Amount by which finance costs charged to the CIES Statement are different from finance costs chargeable in the year in accordance with statutory requirements	130	129
<b>Balance at 31 March</b>	<b>(2,496)</b>	<b>(2,626)</b>



# Notes to the Principal Financial Statements

## Movement on Balances – Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The Pensions Reserve shows a significant shortfall in the benefits earned by past and current employees and the Council's share of Strathclyde Pension Fund resources available to meet them. The triennial review by the Pension Fund in 2014 set employer's contribution rates for Inverclyde Council at 19.3% for the period 1 April 2015 to 31 March 2018.

	2017-2018	2016-2017
	£000	£000
<b>Balance at 1 April</b>	(172,954)	(116,830)
Actuarial gains or (losses) on pension assets and liabilities	102,873	(50,158)
Reversal of items relating to net charges for retirement benefits charged to Surplus or (Deficit) on the Provision of Services in the CIES	(24,020)	(17,588)
Employers' pension contributions paid to Strathclyde Pension Fund	11,829	11,622
<b>Balance at 31 March</b>	<b>(82,272)</b>	<b>(172,954)</b>

## Movement on Balances – Employee Statutory Adjustment Account

The Employee Statutory Adjustment Account absorbs the differences that would otherwise arise on the General Fund balance from accruing for compensated absences earned but not taken in the year e.g. annual leave entitlement carried forward at 31 March.

	2017-2018	2016-2017
	£000	£000
<b>Balance at 1 April</b>	(3,558)	(3,332)
Settlement or cancellation of accrual made at the end of the preceding year	3,558	3,332
Amounts accrued at the end of the current year	(3,668)	(3,558)
<b>Balance at 31 March</b>	<b>(3,668)</b>	<b>(3,558)</b>

## Note 19 Leases

Leases are classified as finance leases where the terms of the lease transfer the majority of the risks and rewards incidental to ownership of the property from the lessor to the lessee. All other leases are classified as operating leases. Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

### The Council as Lessee

#### Finance Leases

Assets held under finance leases are recognised on the Balance Sheet at the commencement of the lease at their fair value measured at the lease's inception. The asset recognised has a corresponding liability to pay the lessor.

#### Operating Leases

Rentals paid under operating leases are charged to the appropriate service account in the CIES as an expense of the services benefitting from use of the leased property over the term of the lease.

### The Council as Lessor

#### Operating Leases

Where the Council grants an operating lease over a property, the asset is retained in the Balance Sheet.

# Notes to the Principal Financial Statements

## Operating Leases, Inverclyde Council as Lessee

The Council leases various properties as tenant on a variety of lease terms that are accounted for as operating leases. The rentals in 2017-2018 were £0.206 million (2016-2017 £0.157 million) and this expenditure has been included in the CIES. The rental commitments in future years under non-cancellable leases are shown in the table below.

	Future Rental Payable	
	31 March 2018	31 March 2017
	£000	£000
Not later than one year	176	115
Later than one year and not later than five years	163	344
Later than five years	324	106
	<b>663</b>	<b>565</b>

## Operating Leases, Inverclyde Council as Lessor

The Council has granted commercial leases for properties to various tenants on a variety of lease terms. These arrangements are accounted for as operating leases.

The rental income receivable in 2017-2018 was £0.793 million (2016-2017 £0.712 million) and is included in the CIES. The rents receivable under non-cancellable leases in future years are shown in the table below.

	Future Rental Receivable	
	31 March 2018	31 March 2017
	£000	£000
Not later than one year	600	609
Later than one year and not later than five years	1,582	1,718
Later than five years	1,131	1,609
	<b>3,313</b>	<b>3,936</b>

## Note 20 Financial Instruments

### Fair Value Measurement

The Council measures the carrying value of some of its non-financial assets, mostly surplus assets, at fair value at each reporting date. Fair value is broadly the amount for which an asset could be exchanged or a liability settled.

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

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 liabilities (or assets) that the local authority can access at the measurement date.
- Level 2 inputs – inputs other than quoted prices included within Level 1 that are observable for the liability (or asset) either directly or indirectly.
- Level 3 inputs – unobservable inputs for the liability (or asset).

### Financial Assets

The financial assets of the Council are comprised entirely of Loans and Receivables i.e. assets that have fixed or determinable payments but are not quoted in an active market.

Loans and Receivables are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost.

# Notes to the Principal Financial Statements

For the Council's short-term deposits and most of its other lending, 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.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the Financing and Investment (Income) and Expenditure line in the CIES. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

## Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes contractually obliged by the financial instrument and the liabilities are measured at fair value and then carried at their amortised cost. For most of the borrowings that the Council has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable plus accrued interest, and interest charged to the CIES is the amount payable for the year according to the loan agreement.

Costs associated with debt restructuring (premiums and discounts) are charged to the Financing and Investment (Income) and Expenditure line in the CIES in the year of repayment of the original debt in accordance with accounting regulations. Where premiums and discounts have been charged to the CIES, Scottish Government regulations permit the costs of restructuring to be released to revenue over the period of the replacement loan.

## Categories of Financial Instruments

The following categories of financial instruments were carried in the Balance Sheet:

	Long-term		Short-term	
	31 March 2018 £000	31 March 2017 £000	31 March 2018 £000	31 March 2017 £000
<b>Investments</b>				
Loans and receivables	0	0	19,041	25,625
<b>Cash and Cash Equivalents</b>				
Cash and Cash Equivalents	0	0	14,536	13,936
<b>Debtors</b>				
Loans and receivables (note 1)	2,552	2,637	6,603	5,509
<b>Borrowings</b>				
Financial liabilities at amortised cost	(197,301)	(207,764)	(12,640)	(2,825)
<b>Other Long Term Liabilities</b>				
PPP and finance lease liabilities	(62,379)	(63,952)	(1,580)	(1,736)
<b>Creditors</b>				
Financial liabilities at amortised cost (note 2)	0	0	(31,860)	(23,853)

## Notes

1. Of the items on the Balance Sheet, Short-term Loans and Receivables net of £4.984m (2016-2017 £4.776m) not regarded as Financial Instruments.
2. Of the items on the Balance Sheet, Short-term Financial Liabilities net of £3.774m (2016-2017 £5.600m) not regarded as Financial Instruments.

## Reclassifications between Categories

The Council did not reclassify any financial assets or liabilities between categories during the year.

# Notes to the Principal Financial Statements

## Collateral

The Council holds collateral as security against certain lending and debt due. This takes the form of mortgages on dwelling houses for loans as “lender of last resort” to assist owners to buy or improve their homes and “rolled-up” debt for care home charges due by social work clients, payable on their death or when the house is sold.

## Income, Expense, Gains and Losses

There was interest expenditure of £8.668 million (2016-2017 £8.795 million) and interest income of £0.248 million (2016-2017 £0.318 million) that were recognised in the CIES for the year.

## Financial Guarantees

The Council has provided a financial guarantee in respect of a bank loan obtained by Inverclyde Leisure to fund fitness suite equipment. This has been initially recognised at fair value. Subsequently, this is measured at the higher of the amount recognised initially or the amount determined in accordance with IAS37 Provisions, Contingent Liabilities and Assets less, where appropriate, cumulative depreciation.

## Fair Values of Financial Assets and Financial Liabilities

All financial assets (represented by lending and long-term debtors) and financial liabilities (represented by borrowing and long-term creditors) are carried in the Balance Sheet at amortised cost. In such cases, the Regulations require a set of additional disclosures about the fair value of these assets and liabilities. Fair value is broadly the amount for which an asset could be exchanged or a liability settled. Further information about how the Council has assessed fair value (and the fair value hierarchy) is provided below.

The fair values calculated (and compared to carrying values) are as follows:

Financial Assets	31 March 2018		31 March 2017	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
Loans and receivables - deposits with banks	19,041	19,041	25,625	25,635
Loans and receivables - cash and cash equivalents	14,536	14,536	13,936	13,938
Long-term debtors	2,552	2,552	2,637	2,637
Short-term debtors (at cost)	6,603	6,603	5,509	5,509
<b>TOTAL</b>	<b>42,732</b>	<b>42,732</b>	<b>47,707</b>	<b>47,719</b>

The fair value of loans and receivables – deposits with banks will be higher than the carrying amount where the Council's portfolio of investments includes fixed rate loans where the interest rate receivable is higher than the rates available for similar loans at the Balance Sheet date.

Financial Liabilities	31 March 2018		31 March 2017	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
Borrowing - PWLB & Non-PWLB Debt	209,942	308,703	210,589	313,994
School PPP Lease	63,959	91,214	65,688	96,940
Long-term creditors	0	0	0	0
Short-term creditors (at cost)	31,860	31,860	23,853	23,853
<b>TOTAL</b>	<b>305,761</b>	<b>431,777</b>	<b>300,130</b>	<b>434,787</b>

# Notes to the Principal Financial Statements

The fair value is higher than the carrying amount because the Council's borrowing figure includes a number of loans where the interest rate payable is higher than the rates available for similar loans at the Balance Sheet date. The commitment to pay interest above the current market rates increases the amount the Council would have to pay if the lender requested or agreed to early repayment of the loans.

## Fair Value Hierarchy for Financial Assets and Financial Liabilities

The Council uses Level 2 inputs for all its fair value calculations for financial assets and financial liabilities, with the exception of cash and cash equivalents, debtors and creditors that are carried at cost as this is considered a fair approximation of their value. This is considered most appropriate to the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

	31 March 2018	31 March 2017
	Level 2	Level 2
	(Other Significant Observable Inputs)	(Other Significant Observable Inputs)
	£000	£000
<i>Recurring fair value measurements using:</i>		
<b>Financial Assets</b>		
Loans & receivables	19,041	25,635
<b>Total</b>	<b>19,041</b>	<b>25,635</b>
<b>Financial Liabilities</b>		
Financial Liabilities held at amortised cost:		
- PWLB & Non-PWLB Borrowings	308,703	313,994
- PPP Finance Lease Liabilities	91,214	96,940
<b>TOTAL</b>	<b>399,917</b>	<b>410,934</b>

The fair values of the above financial assets and financial liabilities in the above table have been arrived at using a discounted cash flow technique with the most significant inputs being the discount rate. The fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments using the following methodology and assumptions:

- The valuation date is 31 March 2018
- No early repayment or impairment is recognised
- The discount factor used in the NPV calculations is the comparable new borrowing or deposit rate of the same financial instruments from a comparable lender with a published market rate at the valuation date, using bid process where applicable. A consistent approach has been applied to assets and liabilities.
- For all Public Works Loan Board (PWLB debt), the new borrowing rate at 31 March has been used as the discount rate.
- The fair values include accrued interest up to and including the valuation date.
- Where an instrument will mature within the next twelve months, carrying amounts are assumed to approximate to fair value.
- The fair value of trade and other receivables is taken to be the invoiced or billed amount.
- The fair value of the schools PPP liability has been assessed taking the carrying obligation at 31 March 2018 and applying an annuity repayment profile using the PWLB new borrowing rate for a comparable period (22 years) at 31 March 2018.

In the above tables, the Council has used discount rates for PWLB and Non-PWLB Borrowing based on rates chargeable for new borrowing. If, however, the Council was to use interest rates that would be charged for early repayment of the loans then the fair value would increase from £308.703 million to £381.128 million (including penalty costs). The Council has no contractual obligation to pay these penalty costs and would not incur any additional cost if the loans run to their planned maturity date.

## Note 21 Nature and Extent of Risks Arising from Financial Instruments

### The Management of Treasury Risk by the Council

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

- Credit risk – the possibility that other parties might fail to pay amounts due to the Council;
- Liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments;
- Market risk – the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock market movements.

The Council's management of treasury risk actively works to minimise the Council's exposure to the unpredictability of financial markets and to protect the financial resources available to fund services. The Council manages its risk by various means including:

- A full and formal adoption of the requirements of CIPFA's Treasury Management in the Public Services: Code of Practice and by the adoption of a Treasury Policy Statement and treasury management clauses within the Council's financial regulations;
- The adoption of written principles for overall risk management and rigorous observance of the written policies and procedures;
- The approval annually in advance of Prudential Indicators for the forthcoming three years;
- The approval of an investment strategy for the forthcoming year;
- Regular reporting to the members of the Policy & Resources Committee and the full Council on treasury matters.

### Management of Credit Risk

Credit risk arises from the short-term lending of surplus funds to banks, building societies and other local authorities as well as credit exposure to the Council's customers. This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum criteria, in accordance with the Fitch, Moody's and Standard & Poor's Credit Ratings Service. The Annual Investment Strategy also considers maximum amounts and time limits in respect of each financial institution.

Customers for goods and services are assessed, taking into account their financial position, past experience and other factors, with individual credit limits being set in accordance with the Council's internal ratings procedures.

The Council's maximum exposure to credit risk in relation to its deposits in banks and building societies of £34.054 million cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all the Council deposits, but there is no evidence at 31 March 2018 that this is likely to crystallise.

Credit limits were not exceeded during the year. The Council expects full repayment on the due date of deposits placed with its counterparties.

The Council has a potential maximum credit risk exposure of £4.843 million (2016-2017 £4.647 million) from debtors excluding council tax. This estimate is based on past experience and current market conditions.

The Council does not generally allow credit for customers, such that £11.446 million of the £13.998 million debtors regarded as Financial Instruments is past its due date for payment. The past due amount can be analysed by age as shown in the following table. The Council has made provision for the loss of income based on previous experience.

# Notes to the Principal Financial Statements

	31 March 2018 £000	31 March 2017 £000
Less than three months	10,983	9,570
Three to six months	61	44
Six months to one year	116	133
More than one year	286	409
	<b>11,446</b>	<b>10,156</b>

## Management of Liquidity Risk

The Council has a responsive system of safeguards for the management of cash flow that seeks to ensure that cash is available as needed. The Council has ready access to borrowings from market loans and the UK Treasury's Public Works Loan Board. There is no significant risk that the Council will be unable to raise finance to meet its commitments under financial instruments. The Council has secure safeguards in place to ensure that a significant proportion of its borrowing does not mature for repayment at any one time in the future to reduce the financial impact of re-borrowing at a time of unfavourable interest rates. The Council sets limits on the proportion of its fixed rate borrowing during specified periods. The Council's policy is to ensure that no more than 25% of loans are due to mature within any financial year through a combination of prudent planning of new loans and, where it is economic to do so, making early repayments. Any amendments to these policies, whether short-term or long-term, require the prior approval of the Policy & Resources Committee. The maturity analysis of financial liabilities is as follows:

	31 March 2018 £000	31 March 2017 £000
Less than one year	44,501	26,678
Between one and two years	15,142	10,455
Between two and five years	22,704	30,230
Between five and ten years	8,813	15,151
Between ten and thirty years	7,601	8,878
Between thirty and fifty years	66,400	66,400
Over fifty years	76,000	76,000
	<b>241,161</b>	<b>233,792</b>

## Management of Market Risk

The key area of market risk for the Council is in terms of its exposure to interest rate movements on its borrowings and investments. Changes in interest rates influence the interest payable on borrowings and on interest receivable on surplus funds invested. The Council has a variety of strategies for managing the uncertainty of future interest rates and the financial impact on the Council:

- It is the policy of the Council to limit its exposure to variable rate borrowing to a maximum of 40% of what it borrows.
- During periods of falling rates and where it is economically advantageous to do so, the Council will consider the repayment and restructuring of fixed interest rate debt.
- The Council takes daily advice from its specialist treasury advisers and actively monitors changes in interest rates to inform decisions on the lending of surplus funds, new borrowings and the restructuring of existing borrowings.

To illustrate the impact of changes in interest rates upon the Council, the following table shows the financial effect if rates had been 1% higher at 31 March 2018, with all other variables held constant.

	31 March 2018 £000	31 March 2017 £000
<b>Impact on taxpayer</b>		
Increase on interest payable on variable rate borrowings	624	625
Increase in interest receivable on variable rate lending	(150)	(346)
<b>Net effect on Comprehensive Income &amp; Expenditure Statement</b>	<b>474</b>	<b>279</b>
<b>Other presentational changes</b>		
A decrease in the "fair value" of fixed rate borrowing (disclosure confined to the Notes to the Accounts)	(30,320)	(31,489)
	<b>(30,320)</b>	<b>(31,489)</b>

The impact of a 1% fall in interest rates would be as above but with the changes being reversed.

Other areas of market risk are price risk and foreign exchange risk. The Council has no exposure to these risks through its treasury activities. The Council does not invest in equity shares (so called "available-for-sale" assets) and consequently is not exposed to gains or losses arising from movements in the prices of shares. The Council does not lend or borrow in foreign currencies and has no exposure to gains or losses arising from movements in exchange rates.

## Note 22 Related Parties

The Council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Council or to be controlled or influenced by the Council. Disclosure of these transactions and balances allows readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

### The Scottish Government

The Scottish Government has significant influence over the general operations of the Council, being responsible for providing the statutory framework within which the Council operates. The Scottish Government also provides the majority of the Council's funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (such as Council Tax bills and Housing Benefits). Grants received from the Scottish Government are disclosed in Note 5 Taxation and Non-specific Grant Income on pages 33-34.

### Elected Members

Elected Members of the Council have direct control over the Council's financial and operating policies. The total of members' allowances paid in 2017-18 is shown in the Remuneration Report on pages 16-17. There are no other significant related party transactions with members of the Council. Elected Members are required to declare an interest if he or she believes that there may be a perception that their decision making may be influenced in any way by a personal interest. Should this arise, the relevant Member does not take part in any discussion or decision relating to that interest. The Register of Interests of each Member is available on the Councils' website <http://www.inverclyde.gov.uk/council-and-government/councillors/>.

### Senior Officers

Senior Officers, as listed within the Remuneration Report on pages 15-16, are required to declare an interest if he or she believes that there may be a perception that their decision making may be influenced in any way by a personal interest. Interests identified are disclosed in the table below.



# Notes to the Principal Financial Statements

## Entities Controlled or Significantly Influenced by the Council

The Council has entered into a number of transactions under associates and other trading arrangements deemed to be a related party mainly through the Council's ability to exert influence over the entity through its representation on the respective Boards. The relevant transactions with the bodies are detailed below.

	2017-2018				2016-2017			
	Income from Related Parties	Expenditure to Related Parties	Amounts Due to Related Parties	Amounts Owed by Related Parties	Income from Related Parties	Expenditure to Related Parties	Amounts Due to Related Parties	Amounts Owed by Related Parties
	£000	£000	£000	£000	£000	£000	£000	£000
Inverclyde Leisure Limited*1	(11)	1,592	(78)	947	(170)	1,732	(1)	427
Riverside Inverclyde Limited*1	0	881	(176)	86	0	1,877	(174)	2
Inverclyde Renovation Limited	0	0	0	0	0	0	0	0
Greenock Arts Guild Ltd (the Beacon Arts Centre)	0	285	(39)	0	0	495	(31)	2
Inverclyde Community Development Trust	(22)	3,788	(76)	1	(43)	2,055	(39)	1
River Clyde Homes	(177)	2,510	(61)	3	(110)	1,578	(22)	8

### Notes:

\*1 Further details of these entities are disclosed in the Group Accounts Note 29 Combining Entities.

Grants from government are disclosed in Note 5 Taxation and Non-specific Grant Income.

## Inverclyde Integration Joint Board

Inverclyde Integration Joint Board was established on 27 June 2015. The Council provides assistance in kind in terms of Board staff (Chief Officer) and administrative support for the operation of the Board. Delegation of resources by the Council to the Board was with effect from 1 April 2016.

## Strathclyde Pension Fund

The Council is an admitted body to the local government pension scheme and has made payments as shown in Note 16 Defined Benefit Pension Schemes on pages 45-49.

## Joint Boards

The Council is a member of the Joint Boards for Valuation, Strathclyde Partnership for Transport and Strathclyde Concessionary Travel Scheme. The Council's contributions are disclosed in the Group Accounts Note 29 Combining Entities on pages 73-74.

## Note 23 Agency Services

Where the Council acts as an agent for another entity, transactions are not reflected in the Council's financial statements, with the exception of cash collected or expenditure incurred by the Council on behalf of the other entity, in which case there is a debtor or creditor position in the balance sheet for amounts due or owed.

The Council bills and collects non-domestic rates on behalf of the Scottish Government. During 2017-2018 the Council collected £19.5 million and received £0.5 million to the non-domestic rates pool (2016-2017 £21.7 million and £0.4 million). The Council also bills and collects domestic water and sewerage charges on behalf of Scottish Water with the Council Tax. During 2017-2018 the Council collected and paid over £11.96 million (2016-2017 £11.79 million) and received £0.302 million (2016-2017 £0.302 million) for providing this service.

The Council provides a range of community based services funded from resource transfer, delayed discharge and other Health Board contributions totalling £12.58 million in 2017-18 (£12.32 million in 2016-17).

## Note 24 Contingent Assets and Liabilities

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

Contingent liabilities and assets are not recognised in the Balance Sheet but disclosed in a Note to the Accounts where they are deemed material.

The Council transferred the bulk of its housing stock and some areas of land for the development of social housing to River Clyde Homes in December 2007. The Council retains the risk of any contamination present when the land transferred. The extent of any potential remedial work has not been assessed.

The Council has outstanding Employment Tribunals which, if the Employees' action is successful will result in a liability to the Council.

A recent EU ruling has highlighted that the Council may have some liability in respect of additional Holiday Pay entitlement. The extent of this liability cannot be assessed at this stage.

The removal of the limitation period for childhood abuse claims could result in a liability to the Council. The extent of any claims and resultant liability is unknown at this stage.

The Council is currently involved in an adoption/kinship case which if successful could result in a liability to the Council. The extent of this potential liability cannot be assessed at this stage.

The Council agreed to act as sponsor with respect to Inverclyde Leisure and Riverside Inverclyde's admission to the Strathclyde Pension Fund. In the event of either organisation ceasing to exist the Council will assume any contingent liability for non-funded costs.

The Council is unaware of any other material contingent asset or liability at 31 March 2018.

## Note 25 Events after the Balance Sheet Date

These are 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. An adjustment is made to the financial statements where there is evidence that the event relates to the reporting period; otherwise the financial statements are not adjusted, and where the amount is material, a disclosure is made in the notes. The Chief Financial Officer issued the unaudited Statement of Accounts on 28 June 2018. There have been no material events after the balance sheet date which necessitate revision of figures in the financial statements or notes thereto including contingent assets or liabilities.

## Note 26 Cash Flow Statement – Operating Activities

	2017-2018	2016-2017
	£000	£000
<b>Net surplus or (deficit) on the Provision of Services</b>	<b>(12,899)</b>	<b>(224)</b>
<b>Adjustments to net surplus or (deficit) on the provision of services for non-cash movements</b>		
Depreciation, amortisation & impairment	21,049	16,997
Net (gain) or loss on non-current assets	1,163	(351)
Retirement benefits	12,191	5,966
(Increase) or decrease in inventories	239	(84)
(Increase) or decrease in debtors	(1,217)	(593)
Increase or (decrease) in creditors and provisions	5,011	2,839
	<b>38,436</b>	<b>24,774</b>
<b>Adjustments for items included in the net surplus/(deficit) on the provision of services that are investing and financing activities</b>		
Non-cash capital movements	0	582
Non-cash borrowing movements	(81)	(52)
Non-cash investing movements	13,081	(8,496)
	<b>13,000</b>	<b>(7,966)</b>
<b>Net cash flow from Operating Activities</b>	<b>38,537</b>	<b>16,584</b>

The net cash flow from Operating Activities in the above table includes the following elements of interest paid and received.

	2017-2018	2016-2017
	£000	£000
Interest received	225	448
Interest paid	(8,681)	(8,815)
Interest element of finance lease and PPP payments	(5,041)	(4,827)
<b>Net cash flow from Servicing of Finance</b>	<b>(13,497)</b>	<b>(13,194)</b>

# Notes to the Principal Financial Statements

## Note 27 Cash Flow Statement – Investing Activities

	2017-2018	2016-2017
	£000	£000
Purchase of property, plant and equipment and intangible assets	(30,753)	(29,574)
Purchase of short-term and long-term investments	(46,000)	(40,071)
Other payments for investing activities	0	0
Proceeds from sale of property, plant and equipment and intangible assets	1,608	1,115
Proceeds from short-term and long-term investments	39,503	49,500
Other receipts from investing activities	0	0
<b>Net cash flows from investing activities</b>	<b>(35,642)</b>	<b>(19,030)</b>

## Note 28 Cash Flow Statement – Financing Activities

	2017-2018	2016-2017
	£000	£000
Cash receipts of short-term and long-term borrowing	1	1
Cash payments for the reduction of the outstanding liabilities relating to finance leases for schools PPP contracts	(1,729)	(2,039)
Repayment of short-term and long-term borrowing	(567)	(5,529)
<b>Net cash flows from financing activities</b>	<b>(2,295)</b>	<b>(7,567)</b>

# Council Tax Income Account

Councils raise taxes from residents by way of Council Tax, which is based on property values. Each dwelling house in a local authority area is placed into one of eight bands A to H with band A being the lowest. The Council declares a tax for Band D properties and all other properties are charged a proportion of this. Lower valued properties pay less; higher valued properties pay more. The net income is transferred to the Comprehensive Income & Expenditure Statement of the Council. Council Tax Reduction (CTR) was introduced from 1 April 2013 to replace Council Tax benefit (CTB) as part of the Scottish Government's welfare reform programme. The reduction in income is disclosed in a separate line in the table below.

	2017-2018	2016-2017
	£000	£000
Gross Council Tax levied and contributions in lieu	41,688	40,229
Adjustment: Council Tax Reduction Scheme	(6,238)	(6,226)
Less:		
Other discounts and reductions	(5,492)	(5,305)
Write offs	(2)	(12)
Provision for bad and doubtful debts	(536)	(527)
<b>Net Council Tax income</b>	<b>29,420</b>	<b>28,159</b>
Add/(Less) Prior years' Council Tax adjustments	306	229
<b>Net Council Tax income transferred to General Fund</b>	<b>29,726</b>	<b>28,388</b>

## Calculation of the Council Tax Base

	No. Of Dwellings	No. Of Exemptions	*Disabled Transfer to Lower Band	*Disabled Transfer from Higher Band	Discounts 25%	Discounts 10% -50%	Total Effective No. Of Dwellings	Council Tax Reduction Scheme	Proportion of Band D	Band D Equivalents
<b>Band A*</b>				37	11	0	34	8	200/360	14
<b>Band A</b>	18,991	1,054	37	24	8,898	506	15,447	5,037	240/360	6,940
<b>Band B</b>	5,911	228	24	17	2,710	96	4,951	1,236	280/360	2,889
<b>Band C</b>	3,509	96	17	12	1,241	41	3,077	488	320/360	2,301
<b>Band D</b>	3,357	73	12	25	1,061	36	3,014	214	360/360	2,800
<b>Band E</b>	3,521	60	25	20	879	47	3,213	99	473/360	4,091
<b>Band F</b>	1,912	22	20	9	339	28	1,780	35	585/360	2,836
<b>Band G</b>	1,432	19	9	0	209	14	1,345	9	705/360	2,616
<b>Band H</b>	215	5	0	0	24	7	201	0	882/360	492

\* Disabled Relief: Disabled relief takes the form of a drop in valuation band e.g. Band D to Band C and is applied where a house has been modified to meet the needs of a disabled person who lives there.

Contributions in Lieu - Band D equivalents

**Total**

Provision for Bad Debt at 1.78%

**Council Tax Base**

2

**24,981**

(445)

**24,536**

# Council Tax Income Account

## Calculation of the Council Tax

Dwellings fall within a valuation band between A to H based on the value as determined by the Assessor. The Council Tax charge is calculated using the Council Tax base i.e. band D equivalents. This amount is then decreased or increased dependent on the band as is illustrated below. The band D charge for 2017-2018 was £1,198.

£ Per Year

Band A	798.67
Band B	931.78
Band C	1,064.89
Band D	1,198.00
Band E	1,574.04
Band F	1,946.75
Band G	2,346.08
Band H	2,935.10

The Council Tax bill is reduced by 25% where a dwelling has only one occupant, by 100% where the property is empty and 30% may be imposed on long term empty properties. Total exemptions are available if all the occupants are students, all occupants are under 18 years of age or if all of the occupants are severely mentally impaired.

Charges for water and sewerage are the responsibility of Scottish Water. Inverclyde Council collects total monies and makes a precept payment to the Water Authority on the basis of collection levels based on a pre-determined formula. The above figures exclude the water and sewerage charges.

# Non-Domestic Rates Income Account

This account is an agent's statement that reflects the statutory obligation for billing Authorities to maintain a separate Non-Domestic Rate Account. The statement shows the gross income from the rates and deductions made under statute. The net Non-Domestic Rate income plus the contribution to the Council from the national Non-Domestic Rate pool is transferred to the Comprehensive Income & Expenditure Statement of the Council. The Business Rates Incentivisation Scheme (BRIS) was introduced from April 2012 and allows Councils that exceed their annual business rates target to retain 50% of any additional income. In accordance with guidance, the table below discloses this element of the Non-Domestic Rate income as "income retained by the Council". The local target set for the Council in 2017-2018 was 1.7%. Indicators suggest the Council is not due any additional income for the year. However, the Council did exceed its target for 2016-2017 and as a result, retained £59,075 for 2016-2017.

The amount deemed to be collected locally was £21.283m (£23.331m 2016-2017). The sum actually collected locally and contributed to the pool was £19.971m (£21.345m 2016-2017).

	2017-2018	2016-2017
	£000	£000
Gross rates levied	27,676	30,389
Relief and other remissions	(7,253)	(7,552)
Payment of interest	0	0
Provision for bad and doubtful debts	(845)	(1,129)
<b>Net non-domestic rate income</b>	<b>19,578</b>	<b>21,708</b>
Adjustments for years prior to introduction of national non-domestic rate pool	0	0
Non-domestic rates income retained by authority	(59)	0
Contribution from/(to) national non-domestic rate pool	452	(363)
<b>Net non-domestic rate income transferred to General Fund</b>	<b>19,971</b>	<b>21,345</b>

	2017	2016
	£000	£000
<b>Rateable values at 1 April</b>		
Commercial	28,036	31,139
Industrial / freight transport	7,669	8,944
Others	21,636	19,947
	<b>57,341</b>	<b>60,030</b>

## The nature and amount of each rate fixed

The rates for each subject is determined by the rateable value placed upon it by the Assessor multiplied by the rate per £ sterling announced each year by the Scottish Government. For 2017-2018 the charge was 46.6p in the £ sterling for properties with a rateable value under £51,000. For properties with a rateable value over £51,000 the charge was 49.2p in the £ sterling.

# Common Good Fund

The Common Good, administered by the Council, must be applied for the benefit of the people of Inverclyde. The figures below summarise the income and expenditure for the year as well as providing a snapshot of the assets and liabilities as at 31 March 2018. Each year, applications for funding support are considered by the Council's Policy & Resources Committee. The Common Good Fund is not included within the Principal financial statements of the Council or its Group.

## Summary Income and Expenditure Account for the Year Ended 31 March 2018

2016-2017		Usable Reserves:	Unusable Reserves:	2017-2018
£000		Revenue	Revaluation Reserve	Total
		£000	£000	£000
209	Gross Expenditure	177		177
(127)	Gross Income	(127)		(127)
<b>82</b>	<b>Cost of Service</b>	<b>50</b>	<b>0</b>	<b>50</b>
0	Interest Payable and Similar Charges	0		0
0	Interest and Investment Income	0		0
<b>0</b>	<b>Financing and Investment Income and Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>82</b>	<b>(Surplus) or Deficit on Provision of Services</b>	<b>50</b>	<b>0</b>	<b>50</b>
<b>Other Income and Expenditure</b>				
0	Unrealised gains on revaluation of land and buildings			0
<b>82</b>		<b>50</b>	<b>0</b>	<b>50</b>
<b>Transfers between Reserves</b>				
0	Transfer from Revaluation Reserve	(62)	62	0
<b>82</b>	<b>(Increase) or Decrease in the Year</b>	<b>(12)</b>	<b>62</b>	<b>50</b>
(1,545)	Balance on Reserves brought forward	5	(1,468)	(1,463)
<b>(1,463)</b>	<b>Balance on Reserves carried forward</b>	<b>(7)</b>	<b>(1,406)</b>	<b>(1,413)</b>

## Balance Sheet at 31 March 2018

31 March 2017		Notes	31 March 2018
£000			£000
<b>Non-current Assets</b>			
1,468	Property, Plant & Equipment	1	1,406
<b>Current Assets</b>			
2	Short-term investments		2
6	Short-term debtors		2
0	Deposits up to 3 months with Inverclyde Council		3
<b>Current Liabilities</b>			
(13)	Overdraft up to 3 months with Inverclyde Council		0
<b>1,463</b>	<b>Net Assets</b>		<b>1,413</b>
(5)	Usable Reserves: Revenue Reserve		7
1,468	Unusable Reserves: Revaluation Reserve		1,406
<b>1,463</b>	<b>Total Reserves</b>		<b>1,413</b>



## Notes to the Common Good

### 1. Property, Plant & Equipment

	2017-2018 Other Land & Buildings £000	2016-2017 Other Land & Buildings £000
<b>Cost or Valuation</b>		
At 1 April	1,569	1,569
Revaluation Adjustments to Revaluation Reserve	0	0
Other reclassifications*	0	0
<b>At 31 March</b>	<b>1,569</b>	<b>1,569</b>
<b>Depreciation and Impairment</b>		
At 1 April	101	39
Depreciation charge for the year	62	62
Depreciation on revaluation to the revaluation reserve	0	0
Other reclassifications*	0	0
<b>At 31 March</b>	<b>163</b>	<b>101</b>
<b>Balance Sheet amount at 31 March</b>	<b>1,406</b>	<b>1,468</b>

\*other reclassifications relate to the write back of depreciation from prior years revaluations.

The values above relate to various buildings and land, mostly commercial properties in Port Glasgow. The majority of land and buildings of the Common Good require, under accounting regulations, to be disclosed on the Balance Sheet of the Council and accordingly are not included in the Common Good's Balance Sheet. The Council is the managing agent and is responsible for all costs and any income of these managed assets. A full revaluation of all Common Good land and buildings took place at 31 March 2016.

### 2. Operating Leases

The Common Good has granted commercial leases for properties to various tenants on a variety of lease terms. These arrangements are accounted for as operating leases. The rental income receivable in 2017-2018 was £0.121 million (2016-2017 £0.125 million) and is included in the Summary Income & Expenditure Account. The rents receivable under non-cancellable leases in future years are shown in the table below. (These figures do not include rents that are contingent upon events taking place after the lease was entered into, such as adjustments following rent reviews).

	Future Rental Income Receivable	
	31 March 2018	31 March 2017
	£000	£000
Not later than one year	111	99
Later than one year and not later than five years	243	198
Later than five years	519	308
	<b>873</b>	<b>605</b>

# Trust Funds

The Council has 5 trust funds, 2 of which are registered Scottish charities. The funds do not represent assets of the Council and as such have not been included in the Council's Balance Sheet. The Income & Expenditure reserves of the trusts for 2017-2018 are as follows:

	2017-2018				2016-2017
	Income £000	Expenditure £000	Revaluations £000	Reserves £000	Reserves £000
<b>1. The Birkmyre Trust</b> To ensure the availability of recreational facilities within the Birkmyre Park, Kilmacolm.	20	42	0	1,206	1,228
<b>2. The Watt Institution Trust</b> For the maintenance, preservation, repair, improvement and furnishing of the Watt Library and McLean Museum and Art Gallery.	0	39	0	78	117
<b>3. McLeod Trust Port Glasgow High School</b> To provide scholarships for pupils of Port Glasgow High School from disadvantaged backgrounds or with no history of further education.	3	7	0	68	72
<b>4. Lady Alice Shaw-Stewart Memorial Trust (SC019228)</b> For financial and other assistance to women offenders recommended to the trustees by the Inverclyde Criminal Justice Women's Service	0	45	0	0	45
<b>5. Peter Stanton Memorial Trust (SC021862)</b> For the promotion of recreational or other leisure activities for disabled persons in Inverclyde.	0	3	0	8	10
<b>Total Trust Funds</b>	<b>23</b>	<b>136</b>	<b>0</b>	<b>1,360</b>	<b>1,472</b>

# Group Comprehensive Income and Expenditure Statement

The Group Comprehensive Income and Expenditure statement shows the accounting cost in the year of providing the Council's services and its share of the results of its subsidiaries, associates and joint ventures in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting costs. The taxation position is shown in the *Group Movement in Reserves Statement*.

2016-2017				2017-2018		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000
82,172	(5,144)	77,028	Education	93,849	(6,978)	86,871
14,532	(2,452)	12,080	Communities	16,497	(3,146)	13,351
52,133	(21,989)	30,144	Environment & Regeneration	51,846	(23,404)	28,442
118,423	(65,878)	52,545	Health & Social Care	123,032	(70,862)	52,170
50,059	(37,637)	12,422	Policy & Resources	46,175	(33,125)	13,050
278	(154)	124	Common Good	310	(151)	159
(12,125)	12,125	0	Internal Recharges	(12,687)	12,687	0
<b>305,472</b>	<b>(121,129)</b>	<b>184,343</b>	<b>Cost of Services</b>	<b>319,022</b>	<b>(124,979)</b>	<b>194,043</b>
			Other Operating Expenditure and (Income) -			
		(351)	(Gain)/Loss on disposal of non-current assets			1,163
		17,581	Financing and Investment (Income) and Expenditure (Note 4)			18,171
		(201,225)	Taxation and Non-specific Grant Income (Note 5)			(200,319)
		<b>348</b>	<b>(Surplus) or Deficit on the Provision of Services</b>			<b>13,058</b>
		(2,759)	Share of the (surplus) or deficit on the provision of services by associates and joint ventures (Note 30)			(4,164)
		<b>(2,411)</b>	<b>Group (Surplus) or Deficit</b>			<b>8,894</b>
		1,531	(Surplus) or deficit on the revaluation of non current assets			(534)
		0	Impairment losses on non-current assets charged to the Revaluation Reserve			2,579
		50,158	Remeasurement of the net defined benefit pensions liability (Note 16)			(102,873)
		1,080	Share of other Comprehensive (Income) and Expenditure of associates and joint ventures (Note 30)			(3,069)
		<b>52,769</b>	<b>Other Comprehensive (Income) and Expenditure</b>			<b>(103,897)</b>
		<b>50,358</b>	<b>Total Comprehensive (Income) and Expenditure</b>			<b>(95,003)</b>

The 2016-2017 balances have been updated to reflect the single entity, the net impact is an increase of £0.401million through Communities and Policy and Resources.

# Group Balance Sheet

The Balance Sheet is a snapshot of the value at the 31 March 2018 of the assets and liabilities recognised by the Council and of its share of the net assets or liabilities of its associates and joint ventures. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. The net investment or liability in its associates and joint ventures is matched by its share of the reserves of the subsidiaries, associates and joint ventures (i.e. its group reserves).

31 March 2017

31 March 2018

£000		Note	£000
480,957	Property, Plant & Equipment		485,769
18,059	Heritage Assets		18,059
146	Intangible Assets		121
12,876	Investments in Associates	31	19,393
2,637	Long-term Debtors		2,552
<b>514,675</b>	<b>Non-current Assets</b>		<b>525,894</b>
25,699	Short-term Investments		19,112
500	Assets Held for Sale		501
423	Inventories		184
10,190	Short-term Debtors		11,589
13,936	Cash and Cash Equivalents		14,536
<b>50,748</b>	<b>Current Assets</b>		<b>45,922</b>
(2,588)	Short-term Borrowing		(12,556)
(29,453)	Short-term Creditors		(35,636)
(1,629)	Short-term Provisions		(956)
(1,736)	Short-term Finance Leases		(1,580)
<b>(35,406)</b>	<b>Current Liabilities</b>		<b>(50,728)</b>
(497)	Long-term Provisions		0
(207,764)	Long-term Borrowing		(197,301)
(1,117)	Liabilities in Associates	31	(400)
	Other Long-term Liabilities:		
(63,952)	Finance Leases		(62,379)
(172,954)	Pensions		(82,272)
<b>(446,284)</b>	<b>Long-term Liabilities</b>		<b>(342,352)</b>
<b>83,733</b>	<b>Net Assets/(Liabilities)</b>		<b>178,736</b>
60,043	Usable Reserves of the Council		51,919
8,999	Unusable Reserves of the Council		105,052
	Usable Reserves, Share of Reserves of Subsidiaries, Associates and		
5,907	Joint Ventures		9,208
	Unusable Reserves, Share of Reserves of Subsidiaries, Associates and		
8,784	Joint Ventures		12,557
<b>83,733</b>	<b>Total Reserves</b>		<b>178,736</b>

The 2016-2017 balances have been updated to reflect the single entity, the net impact is zero. These financial statements replace the unaudited financial statements issued on 28<sup>th</sup> June 2018.

Alan Puckrin C.P.F.A  
Chief Financial Officer

Issued on: 27<sup>th</sup> September 2018

## Group Movement in Reserves Statement

This statement shows the movement in the year on the reserves held by the Council plus its share of the reserves of its associates and joint ventures. The Council's reserves are analysed into those which are "Usable Reserves" (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Council's share of the reserves of its Subsidiaries, Associates and Joint Ventures is an unusable reserve (i.e. it cannot be used to fund expenditure or reduce taxation).

### Year ended 31 March 2018

	Council Usable Reserves				Council Unusable Reserves	Share of Subsidiaries, Associates & Joint Ventures Usable Reserves	Share of Subsidiaries, Associates & Joint Ventures Unusable Reserves	Total Group Reserves
	General Fund Balance	Other Revenue Reserves	Capital Reserves	Total Usable Reserves				
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2017</b>	<b>50,493</b>	<b>7,290</b>	<b>2,260</b>	<b>60,043</b>	<b>8,999</b>	<b>5,907</b>	<b>8,784</b>	<b>83,733</b>
<b>Movement in Reserves during 2017-2018</b>								
Surplus or (Deficit) on Provision of Services	(12,899)			(12,899)		4,005		(8,894)
Other Comprehensive (Expenditure) and Income				0	100,828	62	3,070	103,960
<b>Total Comprehensive (Expenditure) and Income</b>	<b>(12,899)</b>	<b>0</b>	<b>0</b>	<b>(12,899)</b>	<b>100,828</b>	<b>4,067</b>	<b>3,070</b>	<b>95,066</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 1)	4,775			4,775	(4,775)	(761)	698	(63)
<b>Net Increase or (Decrease) before Transfers to/from Other Statutory Reserves</b>	<b>(8,124)</b>	<b>0</b>	<b>0</b>	<b>(8,124)</b>	<b>96,053</b>	<b>3,306</b>	<b>3,768</b>	<b>95,003</b>
Transfers (to) and from Other Statutory Reserves	(1,159)	250	909	0	0	(5)	5	0
<b>Increase or (Decrease) in the Year</b>	<b>(9,283)</b>	<b>250</b>	<b>909</b>	<b>(8,124)</b>	<b>96,053</b>	<b>3,301</b>	<b>3,773</b>	<b>95,003</b>
<b>Balance at 31 March 2018 Carried Forward</b>	<b>41,210</b>	<b>7,540</b>	<b>3,169</b>	<b>51,919</b>	<b>105,052</b>	<b>9,208</b>	<b>12,557</b>	<b>178,736</b>

### Comparative Figures for Year ended 31 March 2017

	Council Usable Reserves				Council Unusable Reserves	Share of Subsidiaries, Associates and Joint Ventures Usable Reserves	Share of Subsidiaries, Associates and Joint Ventures Unusable Reserves	Total Group Reserves
	General Fund Balance	Other Revenue Reserves	Capital Reserves	Total Usable Reserves				
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2016</b>	<b>49,055</b>	<b>7,000</b>	<b>2,714</b>	<b>58,769</b>	<b>62,186</b>	<b>4,199</b>	<b>8,937</b>	<b>134,091</b>
<b>Movement in Reserves during 2016-2017</b>								
Surplus or (Deficit) on Provision of Services	(224)	0	0	(224)	0	2,635	(105)	2,306
Other Comprehensive (Expenditure) and Income	0	0	0	0	(51,689)	0	(975)	(52,664)
<b>Total Comprehensive (Expenditure) and Income</b>	<b>(224)</b>	<b>0</b>	<b>0</b>	<b>(224)</b>	<b>(51,689)</b>	<b>2,635</b>	<b>(1,080)</b>	<b>(50,358)</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 1)	1,498	0	0	1,498	(1,498)	(927)	927	0
<b>Net Increase or (Decrease) before Transfers to/from Other Statutory Reserves</b>	<b>1,274</b>	<b>0</b>	<b>0</b>	<b>1,274</b>	<b>(53,187)</b>	<b>1,708</b>	<b>(153)</b>	<b>(50,358)</b>
Transfers (to) and from Other Statutory Reserves	164	290	(454)	0	0	0	0	0
<b>Increase or (Decrease) in the Year</b>	<b>1,438</b>	<b>290</b>	<b>(454)</b>	<b>1,274</b>	<b>(53,187)</b>	<b>1,708</b>	<b>(153)</b>	<b>(50,358)</b>
<b>Balance at 31 March 2017 Carried Forward</b>	<b>50,493</b>	<b>7,290</b>	<b>2,260</b>	<b>60,043</b>	<b>8,999</b>	<b>5,907</b>	<b>8,784</b>	<b>83,733</b>

## Note 29 Combining Entities

Inverclyde Council is represented on the Board of a number of organisations. The extent of the Council's controlling interest has been reviewed in determining those entities that should be consolidated and incorporated within the Group Accounts. Those organisations, which have a significant impact on the Council's operations, are listed below. The accounting period for all of these bodies is the year to 31 March 2018. In addition to the information included in the Group Accounts on the preceding pages the accounting regulations require specific disclosures about the combining entities and the nature of their business. The Group Accounts on pages 70 to 75 combine the results of the Council with its share of its associates.

### Associates

#### Strathclyde Partnership for Transport

This is the statutory body responsible for formulating the public transport policy for the 12 local authorities in the former Strathclyde Region area. In 2017-2018, Inverclyde Council contributed £1.449 million or 3.95% (2016-2017 £1.478 million) of the Partnership's estimated running costs and its share of the year-end net asset of £12.997 million (2016-2017 £7.422 million) is included in the Group Balance Sheet. The audited accounts of the Board can be obtained from the Treasurer to Strathclyde Partnership for Transport, 131 St Vincent Street, Glasgow G2 5JF.

#### Strathclyde Concessionary Travel Scheme Joint Board

This Travel Scheme comprises the 12 Councils within the former Strathclyde Region area and oversees the operation of the concessionary fares scheme for public transport within its area. The costs of the Scheme are met by a combination of funding from the 12 Councils and direct grant funding by the Scottish Government. Strathclyde Partnership for Transport administers the Scheme on behalf of the Board. In 2017-2018, Inverclyde Council contributed £0.168 million or 4.02% (2016-2017 £0.171 million) of the Board's estimated running costs and its share of the year-end net asset of £0.063 million (2016-2017 £0.068 million) is included in the Group Balance Sheet. The audited accounts of the Board can be obtained from the Treasurer to Strathclyde Concessionary Travel Scheme, Strathclyde Partnership for Transport, 131 St Vincent Street, Glasgow G2 5JF.

#### Renfrewshire Valuation Joint Board

This Board was formed in 1996 at local government re-organisation by Act of Parliament and is responsible for the maintenance of the electoral, council tax and non-domestic rates registers for the three Councils of East Renfrewshire, Renfrewshire and Inverclyde. Its principal place of business is The Robertson Centre, 16 Glasgow Road, Paisley PA1 3QF. The Board's running costs are met by the three member Councils. Surpluses or deficits on the Board's operations are shared between the Councils. In 2017-2018, Inverclyde Council contributed £0.503 million or 23.30% (2016-2017 £0.493 million) of the Board's estimated running costs and its share of the year-end net liability of £0.400 million (2016-2017 £1.117 million net liability) is included in the Group Balance Sheet. The audited accounts of the Board can be obtained from the Treasurer to the Renfrewshire Valuation Joint Board, Renfrewshire House, Paisley PA1 1JB.

#### Inverclyde Leisure

This is a charitable company registered in Scotland that provides leisure facilities within Inverclyde Council's area to the general public and operates sports & leisure centres, community centres, swimming pools, parks and pitches owned by the Council. Inverclyde Leisure is paid a management fee by the Council for the provision of these services. The charity's net asset at 31 March 2018 was £0.283 million (2016-2017 £0.484 million net asset) and its net deficit for the year was £0.334 million (2016-2017 £0.446 million). The Council has no commitment to meet any losses of the company. The accounts of the company are published separately and can be obtained from the Chief Executive, Waterfront Leisure Complex, Customhouse Way, Greenock, PA15 1EW which is also the company's principal place of business.

The Council has no shares in or ownership of this company which is entirely independent of the Council under law and for taxation. In financial year 2017-2018 the Council had the right to appoint four of the nine representatives on the company's board, and for the purposes of accounting this equated to an interest of 44.44%. Under accounting standards the Council is required to include the results of Inverclyde Leisure as an associate because it has a "significant influence" over the financial and operating policies of the charity. In 2017-2018, Inverclyde Council contributed £1.592 million (as per note 22 Related Parties) or 23.70% of the charity's turnover and its share of the year-end net assets of £0.126 million (2016-2017 £0.220 million net assets) is included in the Group Balance Sheet.

The Council has guaranteed to accept liability for any unfunded pension costs relating to the company's membership of the Local Government Pension Scheme (LGPS) in the event of the company ceasing to exist or withdrawing from the pension scheme.

## Riverside Inverclyde

This is an Urban Regeneration Company limited by guarantee with charitable status and two member organisations, Inverclyde Council and Scottish Enterprise. The charitable company has been established to improve and regenerate the Inverclyde area. The company's operations are funded by grants from the Scottish Government, Inverclyde Council and Scottish Enterprise. The Charity's net assets at 31 March 2018 were £9.929 million (2016-2017 £9.558 million) and its net loss for the year was £0.117 million (2016-2017 £1.033 million net loss). The Council has no commitment to meet any losses of the company. The audited accounts of the company are published separately and may be obtained from the Chief Executive, Suite G1, Clydevue, 22 Pottery Street, Greenock, PA15 2UZ which is also the company's principal place of business.

The company does not have shareholders and any surpluses are made available for reinvestment in other projects within the area. The company is entirely independent of the Council under law and for taxation. The Council has the right to appoint three of the nine representatives on the company's board, and for the purposes of accounting this equates to an interest of 33.33%. Under accounting standards the Council is required to include the results of Riverside Inverclyde as an associate because it has a 'significant influence' over the financial and operating policies of the charity. In 2017-2018, Inverclyde Council contributed £0.881 million (2016-2017 £1.877 million) or 20.31% of the charity's turnover, and its share of the year-end asset of £3.309 million (2016-2017 £3.186 million) is included in the Group Balance Sheet. The Council has guaranteed to accept liability for any unfunded pension costs relating to the company's membership of the Local Government Pension Scheme (LGPS) in the event of the company ceasing to exist or withdrawing from the pension scheme.

## Joint Ventures

### Inverclyde Integrated Joint Board (IJB)

This is a statutory body established to integrate health and social care services between Inverclyde Council and NHS Greater Glasgow and Clyde. The IJB comprises eight voting members with four (50%) made up of Inverclyde Council Elected Members. The contribution provided by Inverclyde Council to the IJB in 2017-2018 was £52.1m (2016-17: £52.4 million), and its share of the year-end asset of £2.898 million (2016-17: £1.98 million) is included in the Group Balance Sheet.

## Subsidiaries

### Common Good and Trust Funds

The Council is the sole trustee of the Common Good Funds and Charitable Trust Funds and summary financial results for these organisations appear on pages 67 to 69.

## Non-Material Interest in Other Entities

The Council has an interest in a number of other organisations. The Council's share of their net assets or liabilities is not material to the fair understanding of the financial position and transactions of the Council. Accordingly, the Group Accounts do not include these organisations. Under Accounting Regulations, the Council is required to disclose the business nature of each organisation.

- Scotland Excel is a joint committee established through Section 57 of the Local Government (Scotland) Act 1973. The main purpose of the committee includes co-ordination of collaborative buying initiatives, representation of interests in public sector contracts, and the development and operation of a centre of procurement expertise for Local Government in Scotland.
- Clyde Muirshiel Park Authority is a joint committee of three councils – Renfrewshire, Inverclyde and North Ayrshire. The Authority is responsible for the management and maintenance of the Clyde Muirshiel Park that extends from Greenock in the north down the Clyde coast to Inverkip, Largs and West Kilbride and inland to Lochwinnoch. Inverclyde Council contributed £0.171 million to the committee's estimated running costs in 2017-2018 (£0.171 million in 2016-2017).
- Greenock Arts Guild Ltd runs the main arts venue for the Inverclyde Area, the Beacon Arts Centre in Greenock. During 2017-2018 the Council provided revenue and capital grants to the Beacon Arts Centre totalling £0.285 million (£0.495 million in 2016-2017).

# Notes to the Group's Financial Statements

## Note 30 Material Items of Group Income and Expenditure

In order to provide the reader with a better understanding of the impact of the inclusion of the results of associates and joint ventures, the following tables provide an analysis of the Council's share of the material amounts of income and expenditure disclosed on the face of the CIES. This note should be read in conjunction with the disclosures for the Council in Note 1 *Expenditure and Funding Analysis*.

	2017-2018 £000	2016-2017 £000
<b>Share of the (surplus) or deficit on the provision of services by Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	(3,610)	(833)
Strathclyde Concessionary Travel Scheme Joint Board	5	(1)
Renfrewshire Valuation Joint Board	80	0
Inverclyde Leisure	(6)	(262)
Riverside Inverclyde	285	317
Inverclyde Integrated Joint Board	(918)	(1,980)
	(4,164)	(2,759)
<b>Share of Other Comprehensive (Income) and Expenditure of Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	(1,965)	492
Strathclyde Concessionary Travel Scheme Joint Board	0	0
Renfrewshire Valuation Joint Board	(797)	459
Inverclyde Leisure	101	102
Riverside Inverclyde	(408)	27
Inverclyde Integrated Joint Board	0	0
	(3,069)	1,080

## Note 31 Group Assets and Liabilities of Associates and Joint Ventures

	2017-2018 £000	2016-2017 £000
<b>Net Assets of Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	12,997	7,422
Strathclyde Concessionary Travel Scheme Joint Board	63	68
Riverside Inverclyde	3,309	3,186
Inverclyde Leisure	126	220
Inverclyde Integrated Joint Board	2,898	1,980
	19,393	12,876
<b>Net Liabilities of Associates and Joint Ventures</b>		
Renfrewshire Valuation Joint Board	(400)	(1,117)
	(400)	(1,117)



## Note 32 General Accounting Policies

The Council is required to prepare an annual "Statement of Accounts" by the Local Authority Accounts (Scotland) Regulations 2014. Section 12 of the Local Government in Scotland Act 2003 requires such accounts to be prepared in accordance with proper accounting practices.

These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2017-2018 and the Service Reporting Code of Practice (SeRCOP) 2017-2018, supported by International Financial Reporting Standards (IFRS). These are issued jointly by CIPFA and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) and are designed to give a "true and fair view" of the financial performance of the Council and its Group. The Annual Accounts have been prepared on a "going concern" basis. The accounting convention adopted in the Annual Accounts is principally historic cost, modified by the revaluation of certain categories of non-current and financial assets.

### A Accruals of Expenditure and Income

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

- All known specific and material sums payable to the Council have been brought into account. Revenue from the sale of goods or the provision of services is recognised when the Council transfers the significant risks and rewards of ownership to the purchaser or can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Council.
- 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.
- Interest payable on borrowings and receivable on investments is accounted for on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract. Interest receivable and dividend income is recognised when it is probable that the economic benefits associated with the transaction will flow to the Council.
- 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 doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- The Council Tax income for the year is the accrued income for the year less reliefs and remissions. The net income is transferred to the Comprehensive Income & Expenditure Statement (CIES). The Non-domestic Rates income for the year is the accrued income for the year less reliefs and remissions. The net Non-domestic Rate income plus the contribution to the local authority from the national Non-domestic Rate pool is transferred to the CIES.

### B 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 non-current assets attributable to the service.

### C Employee Benefits

#### Benefits Payable During Employment

Short-term employee benefits such as salaries, wages, overtime and paid annual leave for current employees are recognised as an expense in the year in which employees render service to the Council. The Council has made provision for the costs of settling claims for equal pay arising before the Council implemented its equal pay strategy. An accrual is made for the cost of holiday entitlements earned by employees but not taken before the year-end and which employees can carry forward into the next financial year.

### D Exceptional Items and Prior Period Adjustments

When items of income and expenditure are material, their nature and amount is disclosed separately, either on the face of the CIES or in the notes to the Accounts, depending on how significant the items are to an understanding of the Council's financial performance.

Prior period adjustments may arise as a result of a change in accounting policy or to correct a material error. Changes are made by adjusting the opening balances and comparative amounts for the prior period.

## E Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Council as a result of past events (e.g. software licences) is capitalised when it is expected that it will bring benefits to the Council for more than twelve months. Intangible assets are measured initially at cost. Amounts are not revalued, as the fair value of the assets held by the Council cannot be determined by reference to an active market. The depreciable amount of an intangible asset is amortised over its useful life (assessed as between one to six years) to the relevant service lines in the CIES.

## F Inventories

Inventories include consumable stock and work-in-progress. Consumable stock brought into account is included in the Balance Sheet at the lower of cost and net realisable value. The valuation of work-in-progress has been made at cost plus an appropriate proportion of overheads, together with allowances for foreseeable losses.

## G VAT

Income in the accounts excludes VAT because all VAT charged by the Council is paid to HM Revenue & Customs. Expenditure in the accounts only includes VAT that cannot be recovered from HM Revenue & Customs.

## Group Accounting Policies

### A Introduction

The Code of Practice on Local Authority Accounting in the United Kingdom 2017-2018 (The Code) requires Local Authorities to consider their interests in all types of entity. This includes other Local Authorities or similar bodies defined in section 106 of the Local Government (Scotland) Act 1973. Authorities are required to prepare a full set of group accounts in addition to their own Council's accounts where they have a material interest in such entities. The Accounting Policies in the preceding sections of this note apply to the Council and its Group members; where Group Accounting Policies differ these are highlighted below.

### B Combining Entities and Group Boundary

The Group Accounts consolidate the results of the Council with five associates:

- Strathclyde Partnership for Transport (SPT)
- Strathclyde Concessionary Travel Scheme Joint Board
- Renfrewshire Valuation Joint Board
- Inverclyde Leisure
- Riverside Inverclyde

Under accounting standards, the Council is required to include the results of the above organisations as "associates" because it has a "significant influence" over their financial and operating policies. The Council has no shares in, or ownership of, any of these organisations which are entirely independent of the Council under law and for taxation.

Two of the three Joint Boards (SPT and Concessionary Travel) are included within the Group Accounts under the wider definition of an "associate" although the Council holds less than 20% of voting rights that is normally presumed to confer significant influence. This is in view of the funding arrangements between the constituent Councils and the Joint Boards. Inverclyde Leisure and Riverside Inverclyde are also included within the Group Accounts as "associates" as the Council does not have a "controlling interest" in these bodies in terms of the voting rights.

The Group's share of Inverclyde Leisure and Riverside Inverclyde is calculated using the Member representation on each company's Board. For all other associates, the Council's share has been calculated on the Council's contribution to revenue costs.

The Integrated Joint Board results have been included as a "Joint Venture" and accounted for using the gross equity method of accounting.

The Council's interest in each subsidiary has been accounted for using the acquisition method of accounting.

All entities have the same reporting date as the Council. Further details for each entity are provided in Note 29 Combining Entities.

## C Basis of Preparation of Group Statements and Going Concern

The combination has been accounted for under the accounting conventions of the "acquisition basis" using the equity method – the Council's share of the net assets or liabilities of each entity is incorporated and adjusted each year by the Council's share of the entities' results and its share of other gains and losses (recognised in the Group Comprehensive Income & Expenditure Statement (CIES)).

All associates consider it appropriate that their Statement of Accounts should follow the "going concern" basis of accounting. The Council's Group Accounts have been prepared on a "going concern" basis as it is expected that future local government finance settlements, aligned with the Council's robust budget process, which drives through efficiency savings, will provide sufficient resources to finance future liabilities.

## D Group Cash Flow Statement

There is no impact of the incorporation of the associates within the group cash flow statement, no cash flow statement is noted within the Group Accounts. The cash flow of the group is equal to the cash flow of the Council, as shown on page 29.

## E Employee Benefits: Post-employment Benefits

In common with Inverclyde Council, all combining entities participate in the Strathclyde Pension Fund. This is explained in Note 16 Defined Benefit Pension Schemes. The associates have accounting policies for pensions accounting that are consistent with those of the Council.

## F Property, Plant and Equipment

### Measurement

The basis of valuation across the combining entities is in accordance with IFRS's. PP&E assets are shown at current value with the following exception:

- The Valuation Joint Board and Concessionary Travel Scheme Joint Board have no non-current assets.
- The SPT holds exceptional types of non-current assets in its balance sheet. Within intangible assets, there are subsidised bus contracts that are recorded at amortised cost. There are also "third-party" assets that are rolling stock and other public assets used by other transport operators but which the SPT has the power to direct to the benefit of the travelling public within the SPT area. These are held at historic cost.
- Inverclyde Leisure uses the historic cost convention for its recent leasehold improvements, but this is considered a suitable proxy for market value in existing use on a replacement cost basis.

## G Restrictions on Transfer of Funds

The Council's share of the reserves of its associates is unusable i.e. it cannot be used to fund the Council's services or to reduce taxation. All associates are entirely independent of the Council under law and for taxation. The Council is unable to access their reserves, whether classified as usable or otherwise in the associate's own accounts.

## Note 33 Accounting Standards Issued not Adopted

The Code requires the disclosure of information relating to the impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. This applies to the adoption of the following new or amended standards within the 2018-2019 Code:

- IFRS 9 Financial Instruments
- IFRS 15 Revenue from Contracts with Customers including amendments to IFRS 15 Clarifications to IFRS 15 Revenue from Contracts with Customers;
- Amendments to IAS 12 Income Taxes: Recognition of Deferred Tax Assets for Unrealised Losses;
- Amendments to IAS 7 Statement of Cash Flows: Disclosure Initiative.

The Code requires implementation from 1 April 2018 and there is therefore no impact on the 2017-2018 financial statements.

## Note 34 Critical Judgements in Applying Accounting Policies

In applying the accounting policies the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events.

The critical judgements made in the Statement of Accounts are:

- The Council has entered into commercial lease agreements both as landlord and tenant for land and buildings on a variety of lease terms. These arrangements are accounted for as operating leases. The Council has considered the tests under IAS17 and concluded that there is no transfer of the risks and rewards of ownership.
- The Council has entered into a Public Private Partnership (PPP) for the provision of educational buildings, their maintenance and related facilities. The Council has considered the tests under IFRIC12 and concluded this is a service concession.
- Two Joint Boards (SPT and Concessionary Travel) are included within the Group Accounts under the wider definition of an "associate" although the Council holds less than 20% of voting rights that is normally presumed to confer significant influence. This is in view of the funding arrangements between the constituent local authorities and the Joint Boards.
- The Council has considered its exposure to possible losses and made adequate provision where it is probable that an outflow of resources will be required and the amount of the obligation can be measured reliably. Where it has not been possible to measure the obligation, or it is not probable in the Council's opinion that a transfer of economic benefits will be required, material contingent liabilities have been disclosed in Note 24. This includes the potential cost of claims by other groups of employees for equal pay compensation and the potential costs of unassessed remedial work on contaminated land.
- In the opinion of the Council Valuer, the current value of property, plant and equipment is not materially different from fair value at 31 March 2018.
- The accounts have been prepared on a going concern basis as it is expected that future local government finance settlements, aligned with the Council's robust process, which drives through efficiency savings, will provide sufficient resources to finance future liabilities.

# Accounting Policies, Judgements and Assumptions

## Note 35 Assumptions made about the Future and Other Major Sources of Estimation Uncertainty

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

The items in the Council's Balance Sheet at 31 March 2018 for which there is a risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Results differ from Assumptions
Pensions liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which pay is projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. Strathclyde Pension Fund has engaged a firm of consulting actuaries to provide expert advice about the assumptions to be applied.	The sensitivities regarding the principal assumptions used by the consulting actuaries to measure the scheme liabilities are set out below: <ul style="list-style-type: none"> <li>• A 0.5% decrease in the real discount rate would result in a 9% increase (£56.8 million) in the employer's obligation.</li> <li>• A one year increase in member life expectancy would result in a 3 to 5% increase in the employer's obligation.</li> <li>• A 0.5% increase in the salary increase rate would result in a 2% increase (£9.7 million) in the employer's obligation.</li> <li>• A 0.5% increase in the pension increase rate would result in a 7% increase (£46.2 million) in the employer's obligation.</li> </ul>
Trade Debtors – Collection levels of arrears	At 31 March 2018, the Council had a balance of trade debtors of £8.22 million. A review of significant balances suggested that an allowance for doubtful debts of 58.9% (£4.84 million) was appropriate. However, in the current economic climate it is not certain that such an allowance would be sufficient.	If collection rates were to deteriorate, a doubling of the amount of doubtful debts would require an additional £4.84 million to be set aside as an allowance.
Property, plant and equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of asset falls. It is estimated that the annual depreciation charge for buildings would increase by £1.1 million for every year that useful lives had to be reduced.

## Independent Auditor's Report to the Members of Inverclyde Council and the Accounts Commission

This report is made solely to the parties to whom it is addressed in accordance with Part VII of the Local Government (Scotland) Act 1973 and for no other purpose. In accordance with paragraph 120 of the Code of Audit Practice approved by the Accounts Commission, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

### Report on the audit of the financial statements

#### Opinion on financial statements

I certify that I have audited the financial statements in the annual accounts of Inverclyde Council and its group for the year ended 31 March 2018 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the council-only and group Expenditure and Funding Analysis, Comprehensive Income and Expenditure Statements, Balance Sheets, Movement in Reserves Statements, Cash-Flow Statement, the council-only Council Tax Income Account, Non-domestic Rates Income Account, Common Good Fund statements, Trust Funds and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the 2017/18 Code).

In my opinion the accompanying financial statements:

- give a true and fair view in accordance with applicable law and the 2017/18 Code of the state of the affairs of the council and its group as at 31 March 2018 and of the income and expenditure of the council and its group for the year then ended;
- have been properly prepared in accordance with IFRSs as adopted by the European Union, as interpreted and adapted by the 2017/18 Code; and
- have been prepared in accordance with the requirements of the Local Government (Scotland) Act 1973, The Local Authority Accounts (Scotland) Regulations 2014, and the Local Government in Scotland Act 2003.

#### Basis of opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the council and its group in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Conclusions relating to going concern basis of accounting

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

- the use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chief Financial Officer has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the council'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.

#### Responsibilities of the Chief Financial Officer and Inverclyde Council for the financial statements

As explained more fully in the Statement of Responsibilities for the Annual Accounts, the Chief Financial Officer is responsible for the preparation of financial statements that give a true and fair view in accordance with the financial reporting framework, and for such internal control as the Chief Financial Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Financial Officer is responsible for assessing the Council'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 deemed inappropriate.

Inverclyde Council is responsible for overseeing the financial reporting process.

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

My objectives are to achieve reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my 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 the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my auditor's report.

## Other information in the annual accounts

The Chief Financial Officer is responsible for the other information in the annual accounts. The other information comprises the information other than the financial statements, the audited part of the Remuneration Report, and my auditor's report thereon. My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon except on matters prescribed by the Accounts Commission to the extent explicitly stated later in this report.

In connection with my audit of the financial statements, my responsibility is to read all the other information in the annual accounts and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

## Report on other requirements

### Opinions on matters prescribed by the Accounts Commission

In my opinion, the audited part of the Remuneration Report has been properly prepared in accordance with The Local Authority Accounts (Scotland) Regulations 2014.

In my opinion, based on the work undertaken in the course of the audit:

- the information given in the Management Commentary for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with statutory guidance issued under the Local Government in Scotland Act 2003; and
- the information given in the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with the Delivering Good Governance in Local Government: Framework (2016).

## Matters on which I am required to report by exception

I am required by the Accounts Commission to report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the audited part of the Remuneration Report are not in agreement with the accounting records;  
or
- I have not received all the information and explanations I require for my audit; or
- there has been a failure to achieve a prescribed financial objective.

I have nothing to report in respect of these matters.

Brian Howarth ACMA CGMA  
Assistant Director  
Audit Scotland  
4<sup>th</sup> Floor  
The Athenaeum Building  
8 Nelson Mandela Place  
Glasgow  
G2 1BT



## 1. Accounting Period

The period of time covered by the accounts, normally a period of twelve months commencing on 1 April. The end of the accounting period is the Balance Sheet date.

## 2. Accruals

The concept that income and expenditure are recognised as they are earned or incurred, not as money is received or paid.

## 3. Actuarial Gains and Losses (Pensions)

For a defined benefit scheme, the changes in actuarial deficits or surpluses that arise because events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses) or the actuarial assumptions have changed.

## 4. Asset

An item having value to the Council in monetary terms. Assets are categorised as either current or non-current. A current asset will be consumed or cease to have material value within the next financial year (e.g. cash and stock). A non-current asset provides benefit to the Council and to the Services it provides for a period of more than one year.

## 5. Associates

These are entities (other than a subsidiary or a joint venture) in which the Council has a participating interest or over whose operating and financial policies the Council is able to exercise significant influence.

## 6. Audit of Accounts

An independent examination of the Council's financial affairs.

## 7. Balance Sheet

A statement of the recorded assets, liabilities and other balances at the end of the accounting period.

## 8. Capital Adjustment Account

This account absorbs the timing differences arising from the different arrangements for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions.

## 9. Capital Expenditure

Expenditure on the acquisition of a non-current asset, which will be used in providing services beyond the current accounting period, or expenditure which adds to and not merely maintains the value of an existing non-current asset.

## 10. Capital Financing

Funds raised to pay for capital expenditure. There are various methods of financing capital expenditure including borrowing, leasing, capital receipts and grants, and revenue funding.

## 11. Capital Grants Unapplied Account

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

## 12. Capital Programme

The capital schemes the Council intends to carry out over a specified period of time.

## 13. Capital Receipt

The proceeds from the disposal of land or other non-current assets.

## 14. CIES

The Comprehensive Income & Expenditure Statement (CIES) shows the accounting cost of providing services and managing the Council during the year. It includes, on an accruals basis, all of the Council's day-to-day expenses and related income. It also includes transactions measuring the value of non-current assets actually consumed during the year and the real projected value of retirement benefits earned by employees during the year. The statement shows the accounting cost in accordance with generally accepted accounting practices, rather than the cost according to the statutory regulations that specify the net expenditure that Councils need to take into account when setting the annual Council Tax. The required adjustments between accounting basis and funding basis under regulations are shown in the Movement in Reserves Statement.

## 15. CIPFA

The Chartered Institute of Public Finance and Accountancy (CIPFA) is one of the major accountancy bodies in the United Kingdom. It develops and sets accounting standards for the public sector.

## 16. The Code

The Code of Practice on Local Authority Accounting in the United Kingdom (The Code) is the basis on which local authority accounts are prepared. The Code is based on European Union adopted International Financial Accounting Standards (that are primarily drafted for the commercial sector) and where required interprets and adapts these standards to address all the accounting issues relevant to local government in the UK.

## 17. Community Assets

Assets that the Council intends to hold in perpetuity, that have no determinable useful life and that may have restrictions on their disposal. Examples of community assets are municipal parks.

## 18. Consistency

The concept that the accounting treatment of like items within an accounting period and from one period to the next, are the same.

## 19. Contingent Liability

A contingent liability is either

- A possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain events not wholly within the Council's control; or

- A present obligation arising from past events where it is not probable that a transfer of economic benefits will be required, or the amount of the obligation cannot be measured with sufficient reliability.

## 20. Corporate and Democratic Core

The Corporate and Democratic Core comprises all activities which local authorities engage in specifically because they are elected multi-purpose authorities. The cost of these activities are thus over and above those which would be incurred by a series of independent, single purpose, nominated bodies managing the same service.

## 21. Creditor

Amounts owed by the Council for work done, goods received or services rendered within the accounting period, but for which payment has not been made by the end of that accounting period.

## 22. 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.

## 23. Debtor

Amount owed to the Council for works done, goods received or services rendered within the accounting period, but for which payment has not been received by the end of that accounting period.

## 24. Defined Benefit Pension Scheme

Pension schemes in which the benefits received by the participants are independent of the contributions paid and are not directly related to the investments of the scheme.

## 25. Depreciation

The measure of the cost of wearing out, consumption or other reduction in the useful economic life of the Council's non-current assets during the accounting period, whether from use, the passage of time or obsolescence through technical or other changes.

## 26. Discretionary Benefits (Pensions)

Retirement awards, which the employer has no legal, contractual or constructive obligation to award and are awarded under the Council's discretionary powers.

## 27. Employee Statutory Adjustment Account

The Employee Statutory Adjustment Account absorbs the difference that would otherwise arise on the General Fund from accruing for compensated absences earned but not taken in the year e.g. annual leave entitlement carried forward at 31 March.

## 28. Entity

A body corporate, partnership, trust, unincorporated association, or statutory body that is delivering a service or carrying on a trade or business with or without a view to profit. It should have a separate legal personality and is legally required to prepare its own single entity accounts.

## 29. Equity

The Council's value of total assets less liabilities.

## 30. Events after the Balance Sheet Date

Events after the Balance Sheet date are those events, favourable or unfavourable, that occur between the Balance Sheet date and the date when the Annual Accounts are authorised for issue.

## 31. Exceptional Items

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

## 32. Extinguishment

Extinguishment relates to financial liabilities and occurs when the Council's legal obligations end, either through the cancellation or expiry of the obligations or through payment being made to settle the amount owed by the Council.

## 33. Fair Value

The fair value of an asset is the price at which it could be exchanged in an arm's length transaction, less where applicable, any grants receivable towards the purchase or use of the asset.

## 34. Financial Instruments Adjustment Account

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

## 35. Finance Lease

A lease that transfers substantially all the risks and rewards of ownership of a non-current asset to the lessee.

## 36. General Revenue Grant

A grant paid by the Scottish Government to Councils, contributing towards the general cost of their services.

## 37. Going Concern

The concept that the Annual Accounts are prepared on the assumption that the Council (and its Associate bodies) will continue in operational existence for the foreseeable future.

## 38. Government Grants

Grants made by the Government towards either revenue or capital expenditure in return for past or future compliance with certain conditions relating to the activities of the Council. These grants may be specific to a particular scheme or may support the revenue spend of the Council in general.

## 39. Gross Expenditure

This includes all expenditure attributable to the service and activity including employee costs, premises and transport costs, supplies and services, third party payments, support services and depreciation.

## 40. Gross Income

This includes grant income and all charges to individuals and organisations for the direct use of the Council's services.

## 41. Heritage Asset

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

## 42. IFRS

International Financial Reporting Standards (IFRS) are a set of accounting standards developed by the International Accounting Standards Board (IASB) that is becoming the global standard for the preparation of public company financial statements and has been extended into the public sector in the UK.

## 43. Impairment

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

## 44. Infrastructure Assets

Non-current assets belonging to the Council that cannot be transferred or sold, on which expenditure is only recoverable by the continued use of the asset created. Examples are highways, footpaths and bridges.

## 45. Insurance Fund

The Insurance Fund covers the main classes of insurance and is earmarked for insurance purposes.

## 46. Intangible Assets

An intangible (non-physical asset) item may be defined as an asset when access to the future economic benefits it represents is controlled by the Council. This Council's intangible assets comprise solely of computer software licenses.

## 47. Interest Cost (Pensions)

For a defined benefit scheme, the expected increase during the period of the scheme's liabilities because the benefits are one period closer to settlement.

## 48. Inventories

Items of raw materials and stores the Council has procured and holds in expectation of future use. Examples are consumable stores, raw materials and products and services in intermediate stages of completion.

## 49. Liability

A liability is where the Council owes payment to an individual or another organisation. A current liability is an amount which will become payable or could be called in within the next accounting period e.g. creditors or cash overdrawn. A non-current liability is an amount which by arrangement is payable beyond the next year at some point in the future or to be paid off by an annual sum over a period of time.

## 50. MiRS

The Movement in Reserves Statement (MiRS) shows the movement in the year on the different reserves held by the Council, analysed into usable reserves (those reserves that can be applied to fund expenditure or to reduce taxation) and unusable reserves.

## 51. National Non Domestic Rates Pool

All non domestic rates collected by local authorities are remitted to the national pool and thereafter distributed to Councils by the Scottish Government.

## 52. Net Carrying Value

The amount at which non-current assets are included in the Balance Sheet, i.e. their historical cost or current value less the cumulative amounts provided for depreciation.

## 53. Non-current Assets

These are created by capital expenditure incurred by the Council. They include property, vehicles, plant, machinery, roads, computer equipment etc.

## 54. Non-Distributable Costs

These are overhead costs where there is no direct linkage to services. Examples are audit fee and historic pension costs.

## 55. Operating Leases

A lease where the ownership of the non-current asset remains with the lessor.

## 56. Past Service Cost (Pensions)

For a defined benefit scheme, the increase in the present value of the scheme's liabilities relating to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.

## 57. Pension Reserve

The Pension Reserve recognises the Council's share of the actuarial gains and losses in the Strathclyde Pension Fund and the change in the Council's share of the net liability chargeable to the CIES.

## 58. Pension Scheme Liabilities

The liabilities of a defined benefit pension scheme for outgoings due after the valuation date. The scheme's liabilities, measured using the "project unit method", reflects the benefits that the employer is committed to provide for service up to the valuation date.

## 59. Post Employment Benefits

All forms of consideration given by an employer in exchange for services rendered by employees that are payable after the completion of employment e.g. pensions in retirement.

## 60. Prior Year Adjustment

Material adjustments applicable to previous years arising from changes in accounting policies or from the correction of fundamental errors. This does not include normal recurring corrections or adjustments of accounting estimates made in prior years.

## 61. Provision

An amount put aside for future liabilities or losses which are certain or very likely to occur but the amounts or dates of when they will arise are uncertain.

## 62. Public Works Loan Board (PWLB)

A Central Government Agency which provides loans for one year and above to Councils at interest rates only based on those at which the Government can borrow itself.

## 63. Rateable Value

The annual assumed rental of land or property, which is for national non-domestic rates purposes.

## 64. Related Parties

Bodies or individuals that have the potential to control or influence the Council or to be controlled or influenced by the Council. For the Council's purposes related parties are deemed to include the Elected Members, the Chief Executive and its Corporate Directors.

## 65. Remuneration

All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as these sums are chargeable to UK income tax) and the money value of any other benefits received other than in cash.

## 66. Repairs and Renewals Fund

The Repairs and Renewals Fund provides for the upkeep of specific assets held by the Council.

## 67. Reserves

The accumulation of surpluses, deficits and appropriation over past years. Reserves of a revenue nature are available and can be spent or earmarked at the discretion of the Council. Some capital reserves such as the Revaluation Reserve cannot be used to meet current expenditure.

## 68. Residual Value

The net realisable value of an asset at the end of its useful life.

## 69. Revaluation Reserve

The Revaluation Reserve represents the store of gains on the revaluation of fixed assets not yet realised through sales.

## 70. Revenue Expenditure

The day-to-day expenses of providing services.

## 71. Short-term Borrowing

Money borrowed where repayment is due in the following financial year.

## 72. Significant Interest

The reporting authority is actively involved and is influential in the direction of an entity through its participation in policy decisions.

## 73. Soft Loans

Loans made at significantly below market rates are deemed "soft loans" because there may be some element of subsidy between what the loan would have cost at market rates and the amount of interest actually charged. Examples include small start-up loans to small businesses.

## 74. Trust Funds

Funds administered by the Council for such purposes as awards and specific projects. Some of the Trusts are Charities.

## 75. Useful Economic Life

The period over which the local authority will derive benefits from the use of a non-current asset.

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Our Ref: AP/LA

Your Ref:

Date: 27<sup>th</sup> September 2018

Scott Allan BSc., C.Eng., M.I.C.E.  
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Dear Brian,

**Inverclyde Council  
Annual Accounts 2017/18**

1. This representation letter is provided about your audit of the annual accounts of Inverclyde Council for the year ended 31 March 2018 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with the financial reporting framework, and for expressing other opinions on the remuneration report, management commentary and the annual governance statement.
2. I confirm to the best of my knowledge and belief, and having made appropriate enquiries of the Chief Executive and Corporate Management Team, the following representations given to you in connection with your audit of Inverclyde Council for the year ended 31 March 2018.

General

3. Inverclyde Council and I have fulfilled our statutory responsibilities for the preparation of the 2017/18 annual accounts. All the accounting records, documentation and other matters which I am aware are relevant to the preparation of the annual accounts have been made available to you for the purposes of your audit. All transactions undertaken by Inverclyde Council have been recorded in the accounting records and are properly reflected in the financial statements.
4. I confirm that the effects of uncorrected misstatements are immaterial, individually and in aggregate, to the financial statements as a whole. I am not aware of any uncorrected misstatements other than those reported by you.

## Regularity of Financial Transactions

5. The financial transactions of Inverclyde Council are in accordance with the relevant legislation and regulations governing its activities and expenditure and income were incurred or applied in accordance with applicable enactments and guidance issued by Scottish Ministers.

## Financial Reporting Framework

6. The annual accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (2017/18 accounting code) and in accordance with the requirements of the Local Government (Scotland) Act 1973, the Local Government in Scotland Act 2003 and The Local Authority Accounts (Scotland) Regulations 2014.
7. In accordance with the 2014 regulations, I have ensured that the financial statements give a true and fair view of the financial position of Inverclyde Council and its group at 31 March 2018 and the transactions for 2017/18.

## Accounting Policies & Estimates

8. All significant accounting policies applied are as shown in the notes to the financial statements. The accounting policies are determined by the 2017/18 accounting code where applicable. Where the code does not specifically apply I have used judgement in developing and applying an accounting policy the results in information that is relevant and reliable. All accounting policies applied are appropriate to Inverclyde Council circumstances and have been consistently applied.
9. The significant assumptions used in making accounting estimates are reasonable and properly reflected in the financial statements. Judgements used in making estimates have been based on the latest available, reliable information. Estimates have been revised where there are changes in the circumstances on which the original estimate was based or as a result of new information or experience.

## Going Concern Basis of Accounting

10. I have assessed Inverclyde Council's ability to continue to use the going concern basis of accounting and have concluded that it is appropriate. I am not aware of any material uncertainties that may cast significant doubt on Inverclyde Council's ability to continue as a going concern. The Council has assessed Inverclyde Council's ability to carry on as a going concern.

## Assets

11. The assets shown in the Statement of Financial Position at 31 March 2018 were owned by Inverclyde Council, other than assets which have been purchased under finance leases.
12. I carried out an assessment at 31 March 2018 as to whether there is any indication that an asset may be impaired and have recognised any impairment losses identified.
13. I have provided you with all information of which I am aware regarding any valuation exercises carried out after 31 March 2018.

14. There are no plans or intentions that are likely to affect the carrying value or classification of the assets recognised within the financial statements.
15. Assets are free from any lien, encumbrance or charge except as disclosed in the financial statements

#### Liabilities

16. All liabilities at 31 March 2108 of which I am aware have been recognised in the annual accounts.
17. Provisions have been made in the financial statements for all material liabilities which have resulted or may be expected to result, by legal action or otherwise, from events which had occurred by 31 March 2018 and of which Inverclyde Council could reasonably be expected to be aware. The amount recognised as a provision is the best estimate of the expenditure likely to be required to settle the present obligation at 31 March 2018.
18. Provisions recognised in previous years have been reviewed and adjusted, where appropriate, to reflect the best estimate at 31 March 2018 or to reflect material changes in the assumptions underlying the calculation of the cash flows.
19. The pension assumptions made by the actuary in the IAS 19 report for Inverclyde Council have been considered and I confirm they are consistent with management's own view.
20. There are no plans or intentions that are likely to affect the carrying value or classification of the liabilities recognised in the financial statements.

#### Carrying Value of Assets and Liabilities

21. The assets and liabilities have been recognised, measured, presented and disclosed in accordance with the Code. There are no plans or intentions that are likely to affect the carrying value or classification of the assets and liabilities within the financial statements.

#### Fraud

22. I have provided you with all information in relation to:
  - My assessment of the risk that the financial statements may be materially misstated because of fraud
  - Any allegations of fraud or suspected fraud affecting the financial statements
  - Fraud or suspected fraud that I am aware of involving management, employees, who have a significant role in internal control, or others that could have a material effect on the financial statements.

#### Laws and Regulations

23. I have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

#### Related Party Transactions

24. All material transactions with related parties have been disclosed in the financial statements in accordance with the 2017/18 accounting code. I have made available to you



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

### **Remuneration Report**

25. **The Remuneration Report has** been prepared in accordance with the Local Authority Accounts (Scotland) Amendment Regulations 2014, and all required information of which I am aware has been provided to you.

### **Management Commentary**

26. I confirm that the Management Commentary has been prepared in accordance with the statutory guidance and the information is consistent with the financial statements.

### **Corporate Governance**

27. I confirm that the Annual Governance Statement has been prepared in accordance with the Delivering Good Governance in Local Government: Framework 2016 and the information is consistent with the financial statements. There have been no changes in the corporate governance arrangements or issues identified, since 31 March 2018, which require to be reflected.

### **Group Accounts**

28. I have identified all the other entities in which Inverclyde Council has a material interest and have classified and accounted for them in accordance with the 2017/18 accounting code. Any significant issues with the financial statements of group entities, including any qualified audit opinions, have been advised to you.

### **Integration Joint Boards**

29. Inverclyde Health & Social Care Partnership has been consolidated within the Inverclyde Council financial statements for 2017/18 in accordance with IAS 27 Consolidated and Separate Financial Statements and the Code. The Integration Joint Board figures used in the consolidation process were based on the unaudited accounts for Inverclyde Health & Social Care Partnership. There were no any material changes to the draft figures used in the consolidation.

### **Events Subsequent to the Date of the Statement of Financial Position**

30. There have been no material events since the date of the Statement of Financial Position which necessitate revision of the figures in the financial statements or notes thereto including contingent assets and liabilities.
31. Since the date of the Statement of Financial Position no events or transactions have occurred which, though properly excluded from the financial statements, are of such importance that they should be brought to your notice.

Yours sincerely

Section 95 Officer