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<b>Report To:</b>	<b>The Inverclyde Council</b>	<b>Date:</b>	<b>26 September 2019</b>
<b>Report By:</b>	<b>Chief Executive</b>	<b>Report No:</b>	<b>FIN/86/19/AP/CM</b>
<b>Contact Officer:</b>	<b>Alan Puckrin</b>	<b>Contact No:</b>	<b>01475 712223</b>
<b>Subject:</b>	<b>2018/19 Annual Audit Report to Elected Members and the Controller of Audit</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to present the Annual Audit Report for Elected Members and the Controller of Audit for the Financial Year 31 March 2019 to the Council for consideration.

Representatives from Audit Scotland will be in attendance to present the Annual 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 Audit 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 2019, 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. The Auditors have raised some matters which officers need to address and these, along with the officer responses 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. 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 2019 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 2018/19 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 2019. 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 2018/19. 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 2018/19 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

## 2018/19 Annual Audit Report



 AUDIT SCOTLAND

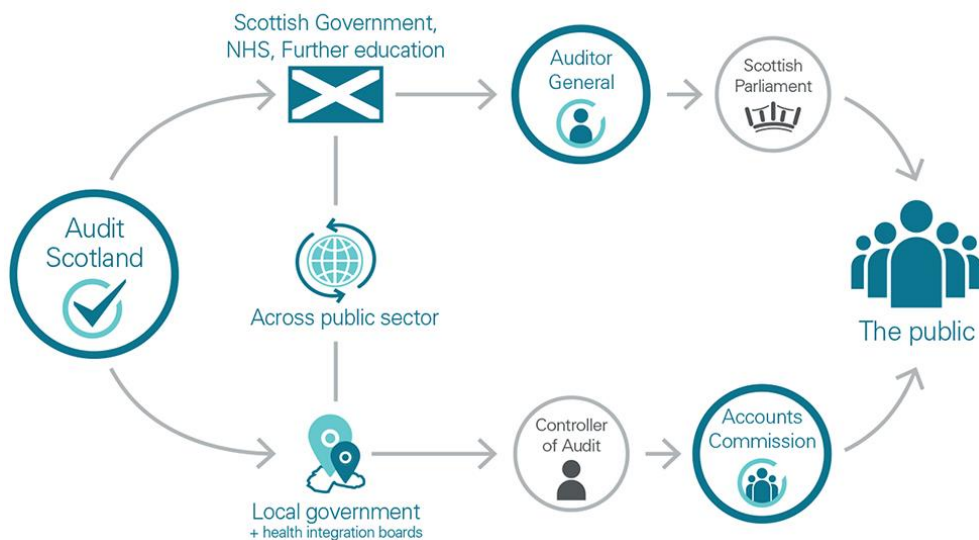
Prepared for the Members of Inverclyde Council and the Controller of Audit

26 September 2019

## 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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## 2018/19 annual accounts

- 1** Inverclyde Council (the council) and its group financial statements were unqualified.
- 2** There were significant adjustments made in the audited financial statements for council tax debtors, non-current asset depreciation and IJB transactions.
- 3** The pensions liability has increased by £8.4 million following decisions by the UK Supreme Court in June 2019.
- 4** Although the management commentary is consistent with the accounts, the council could do more to improve transparency in the narrative

## Financial management and sustainability

- 5** The council's 2018/19 budget included savings targets of £3 million, all of which were achieved on a recurrent basis.
- 6** The underspend of £3.2 million included unused inflation contingencies of £1.2 million.
- 7** Earmarked reserves continue to reduce, and the Council faces financial challenges with an estimated further £19 million of savings required over the period 2020 to 2023.
- 8** The council has a long-term financial strategy and a medium-term financial plan. The CMT has been developing further savings options for the medium/ long term and these may require difficult decisions by members.

## Governance, transparency and value for money

- 9** The Council has made good progress in progressing the Best Value Assurance Report Improvement Plan.
- 10** Equality arrangements have been established and the council is actively engaged in reducing the gender pay gap, which has reduced year-on-year over the past three years. However, it is still the third highest amongst Scottish Councils.
- 11** The Council continues to perform well against a range of national indicators.



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# Introduction

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1. This report summarises the findings arising from the 2018/19 audit of Inverclyde Council and its group (the council).
2. The scope of the audit was set out in our 2018/19 Annual Audit Plan presented to the 26 February 2019 meeting of the Audit Committee. This report comprises the findings from:
  - an audit of the annual report and 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 2018/19 have been:
  - an audit of the council and its group 2018/19 annual report and accounts including the issue of an independent auditor's report setting out our opinions
  - a review of the council's key financial systems
  - audit work covering the council's arrangements for securing best value relating to the BVAR action plan points that the council have assessed as complete. We also undertook a review of the council arrangements for ensuring equality, following up on work undertaken as part of the initial BVAR in 2017.

## Added value through the audit

### 4. We add value to the council through the audit by:

- identifying and providing insight on significant risks, and making clear and relevant recommendations for improvements that have been accepted by management
- sharing intelligence and good practice through our national reports ([Appendix 3](#)) and good practice guides
- providing clear and focused conclusions on the appropriateness, effectiveness and impact of corporate governance, performance management arrangements and financial sustainability

### 5. In so doing, we aim to help the council promote improved standards of governance, better management and decision making and more effective use of resources.

## Responsibilities and reporting

### 6. 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. 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.

### 7. 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 in the UK. As public sector auditors we give independent opinions on the annual accounts. Additionally, we conclude on the effectiveness of the council's performance management arrangements, the suitability and effectiveness of corporate governance arrangements, the financial position and arrangements for securing financial sustainability and best value. In doing this we aim to support improvement and accountability. Further details of the respective responsibilities of management and the auditor can be found in the [Code of Audit Practice 2016](#).

### 8. 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.

### 9. 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 the steps being taken to implement them.

### 10. 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 2018/19 audit fee of £248,140 as set out in our Annual Audit Plan, remains unchanged. We are not aware of any relationships that could compromise our objectivity and independence.

### 11. 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) in due course. We would like to thank all management and staff for their cooperation and assistance during the audit.

# Part 1

## Audit of 2018/19 annual accounts



### Main judgements

**Inverclyde Council and its group financial statements are unqualified.**

**There were significant adjustments made in the audited financial statements for council tax debtors, non-current asset depreciation and IJB transactions.**

**The pensions liability has increased by £8.4 million following decisions by the UK Supreme Court in June 2019**

**Although the commentary is consistent with the accounts, the council could do more to improve transparency in the narrative**

The council's annual accounts are the principal means of accounting for the stewardship of resources and performance in the use of resources.

### The annual accounts received unqualified opinions

**12.** The annual accounts for the council and its group for the year ended 31 March 2019 were approved by Inverclyde Council on 26 September 2019. We reported, within the independent auditor's report that the;

- 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 relevant regulations and guidance

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

### Finance staff provided good support to the audit team

**14.** We received the unaudited annual accounts on 27 June 2019 in line with the audit timetable set out in our 2018/19 Annual Audit Plan. 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.

### No objections were received on the annual accounts

**15.** The Local Authority Accounts (Scotland) Regulations 2014 require a local authority to publish a public notice on its website that includes details of the period for inspecting and objecting to the accounts. This must remain on the website throughout the inspection period. The council complied with the regulations and there were no objections to the accounts.

## We identified and addressed risks of material misstatement

16. [Appendix 2](#) provides a description of those assessed risks of material misstatement in the annual accounts and any wider audit dimension risks that were identified during the audit planning process. It also summarises the work we have done to gain assurance on these risks. We have no issues to report from our work on the risks of material misstatement highlighted in our 2018/19 Annual Audit Plan.

## Our materiality values reduced slightly from the audit plan

17. 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.
18. 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.
19. On receipt of the annual accounts we reviewed our planning materiality calculations and concluded that they could be reduced slightly based on the gross expenditure of the council. Materiality still represents 1% of gross expenditure, with performance materiality being 50% of this.

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## Exhibit 2 Materiality values

Materiality level	Planning amount	Revised amount
Overall materiality	£3.4 million	£3.2 million
Performance materiality	£1.7 million	£1.6 million
Reporting threshold	£100 thousand	£100 thousand

Source: Audit Scotland, Annual Audit Plan 2018/19




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## We report significant issues with the council tax bad debt provision, depreciation calculations, IJB transactions, and on the pension liability following the McCloud judgement

20. International Standard on Auditing (UK) 260 requires us to communicate significant findings from the audit to those charged with governance, including our view about the qualitative aspects of the body's accounting practices. Significant findings are summarised in [Exhibit 3](#).

## Exhibit 3

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

Issue	Resolution
<p><b>1. Council tax bad debt provision</b></p> <p>The council tax bad debt provision was incorrectly calculated and understated over the period 2014/15 - 2018/19. The overall debtor was therefore overstated. This occurred due to incorrect application of the policy and an incorrect budgeted collection rate being applied.</p>	<p>This issue has been adjusted in the audited annual accounts.</p> <p>The amendments resulted in a decrease in council tax income.</p> <p>The total impact is a decrease in council tax income over the period 2014/15 - 2018/19 of £1.7 million.</p> <p> Recommendation 1 (refer <a href="#">appendix 1</a>, action plan)</p>
<p><b>2. Depreciation</b></p> <p>An error in the fixed asset register depreciation calculations overstated depreciation costs for 2018/19 for vehicle additions and building revaluations. The miscalculation resulted in an overstatement of £2.2 million for depreciation costs.</p>	<p>This issue has been adjusted in the audited annual accounts.</p> <p>The amendment resulted in a decrease in the cost of services of £2.2 million.</p> <p> Recommendation 2 (refer <a href="#">appendix 1</a>, action plan)</p>
<p><b>3. Integration Joint Board income and expenditure</b></p> <p>Income and expenditure figures for health and social care in the Comprehensive Income and Expenditure Statement and in the Expenditure and Funding Analysis were understated by £1.8 million. This was due to budgeted figures being included instead of actual.</p>	<p>This issue has been adjusted in the audited annual accounts.</p> <p>The amendment resulted in an increase in both income and expenditure of £1.8 million.</p>
<p><b>4. Pension scheme valuations</b></p> <p>In January 2017 an employment tribunal ruled that a group of claimant judges had been subject to age discrimination when they were transferred to a new career average scheme, known widely as the McCloud case. The UK Government sought leave to appeal this decision but in June 2019 the appeal was denied by the UK Supreme Court.</p> <p>This issue arose in June 2019 and has been treated as an adjusting event. The actuary, Hymans Robertson, produced revised (IAS19) reports for the council and its subsidiaries to take account of the impact of the McCloud case.</p> <p>This has affected all final salary pension schemes across the public sector.</p>	<p>This issue has been adjusted in the audited annual accounts.</p> <p>The amendments resulted in an increase of £8.4 million (6.7%) of the pension liability of the council and £0.3 million for the group.</p> <p>In addition, in accordance with IAS10, a narrative disclosure has been included in Note 16.</p>
<p><b>5. Management commentary</b></p> <p>The management commentary that accompanies the financial statements should explain in simple terms and provide clarity to readers in order to help them understand clearly how the council has performed. Although the commentary is consistent with the accounts, the council should adopt best practice for the narrative contained within the</p>	<p>Management commentary will be comprehensively reviewed as part of the 2019/20 accounts preparation.</p> <p> Recommendation 3 (refer <a href="#">appendix 1</a>, action plan)</p>

Issue	Resolution
management commentary outlined in the Accounts Commission's Financial Overview Report in 2017/18.	

Source: Audit Scotland

## All material adjustments have been made in the audited statements

- 21.** There was one adjustment to the unaudited financial statements that was material (by value). This was due to the requirement to revise the pension liabilities for the impact of the McCloud judgement detailed in [Exhibit 3](#) above. There were three additional misstatements which exceeded our performance materiality of £1.6 million, these are included in [Exhibit 3](#). In each case we considered whether further audit procedures were necessary.
- In the case of the McCloud judgement we requested that the council obtain a revised IAS19 valuation from the actuary reflecting this judgement. We also encouraged group auditors to do the same for their audits. The estimate of the total effect was identified in the revised IAS 19 report.
  - For the bad debt provision, we reviewed the methodology and application of the provision in full to establish a revised provision
  - The IJB transactions were agreed to confirmations of the total funding by partners.
  - The error in depreciation was identified from a variance analysis. We carried out additional sample testing and asked officers to revise the calculations on all assets of the type identified.
- 22.** It is our responsibility to request that all misstatements above the reporting threshold are corrected.

## Data analytics enhanced audit procedures

- 23.** In 2018/19 we used data analytics in Inverclyde Council as part of our planned audit approach. Data analytics is defined by the International Auditing and Assurance Standards Board (IAASB) as *“the science and art of discovering and analysing patterns, deviations and inconsistencies.... in the data underlying.... an audit .... for the purpose of planning and performing the audit”*. Such techniques provide ways of dealing with high volumes of transactions as well as complexity. They also enhance audit quality and efficiency.
- 24. Reperformance of the trial balance/ accounts classification.** We obtained and analysed every general ledger transaction processed in 2018/19. The collected data was used to reperform the trial balance and confirm that the accounts agree to the ledger.
- 25. Analysis of ledger processing.** In general, the council's financial processing performance was consistent with its size and complexity. We did not identify any specific risk/issues with the council's processing performance. There were around 59,000 transactions with around 10% of these posted directly as journals.
- 26. Risk tagging of individual transactions.** We used a risk-tagging model to review all ledger transactions. The model incorporated factors such as value, timing and nature. We investigated high scoring transactions. The results of

this testing were satisfactory, and we did not identify evidence of fraud or management bias.

### **Prior year recommendations are being progressed**

- 27.** The council has made reasonable progress in implementing our prior year audit recommendations, with one of three actioned and two ongoing as planned. For actions not yet fully implemented, revised responses have been agreed with management, and are set out in [Appendix 1](#).

# Part 2

## Financial management



### Main judgements

The council's 2018/19 budget included savings targets of £3 million, all of which were achieved on a recurrent basis.

The Council underspend of £3.2 million, included unused inflation contingencies of £1.2 million and over recovery of income (£0.7 million)

Financial management and reporting are effective

Earmarked reserves continue to reduce. Unearmarked reserves are higher than the council's policy of 2%

We identified financial control weaknesses in payroll.

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

### The council's 2018/19 budget was £188 million; this included savings targets of £3 million

28. 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 million would be met through savings. The council carried out a budget consultation on a range of savings and proposals to increase charges. These include:

- a reduction in economic and regeneration funding for urban regeneration
- an increase in all-day parking charges from £1 to £2
- a £2.50 weekly charge for community alarms to bring the council into line with other Scottish councils
- free swimming for over 60s was withdrawn and the management fee paid to Inverclyde Leisure reduced offset by limited increase in future prices.

29. In total just over £1 million in budget savings from the budget consultation was taken as part of the council budget for 2018/19. The council also identified £2 million in savings delivered through a range of reviews and restructures which had already been agreed by the council's service committees. This includes a management restructure carried out by the council's Chief Executive.

### Financial management and reporting are effective

30. The council effectively monitors the budget position through bi-monthly budget monitoring reports to the Corporate Management Team and bi-monthly reports to the Policy and Resources Committee. In addition, performance against budget for each service area is reported to the relevant service committee.



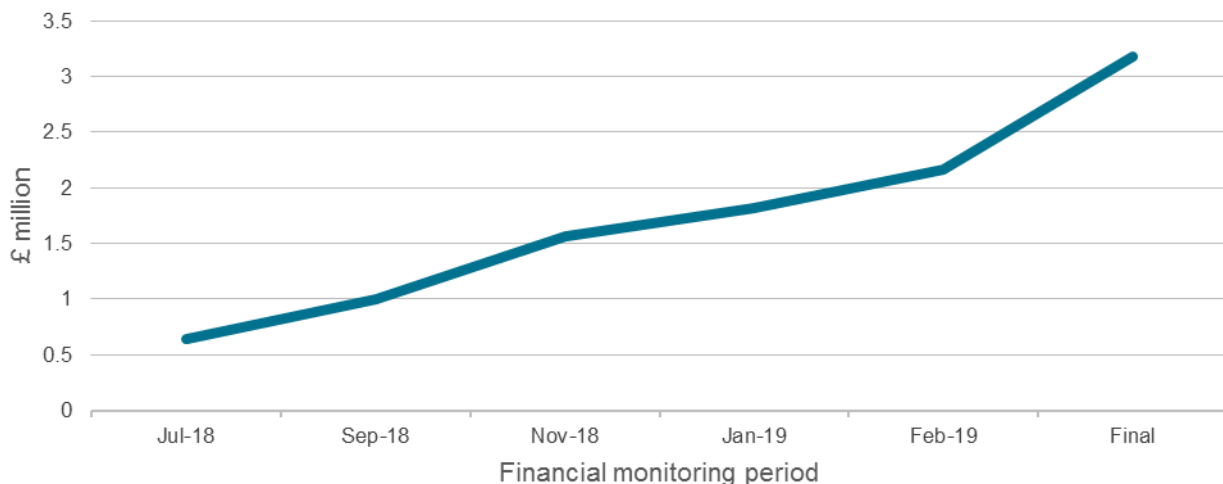
Detail of how the year end outturn position developed throughout 2018/19 is included in [Exhibit 4](#).

31. Financial forecasting is an embedded part of management and reporting. From our review of budget monitoring reports, we concluded that they provided an overall picture of the budget position at service level. The reports forecast the outturn position for the year and include narrative explanations for significant variances against budget. This allows both members and officers to carry out effective scrutiny of the council's finances.

## Exhibit 4

### Outturn reporting of the projected year-end surplus during 2018/19

The year-end underspend of £3.2 million (includes IJB) developed gradually during the year



Source: Inverclyde Council Revenue Budget Monitoring Reports and 2018/19 Annual Accounts

### The 2018/19 outturn was a surplus of £3.2 million. This included unused inflation contingencies of £1.2 million

32. The 2018/19 revenue outturn is an underspend of £3.2 million (1.8%). In addition to the recurrent savings achieved (£3 million), across all service committees the Council achieved savings of £1.0 million due to non recurrent savings from employee turnover and £0.7 million over recovery of income. Inflation contingencies of £1.2 million were not required, and there was additional interest earned of £0.3 million. The year end outturn for at least the last three years has included a saving due to inflation contingencies not being used (£1m in 2017/18 and £0.4m in 2016/17). This would suggest that inflation contingencies have been set too high.

## Recommendation 4

### Inflation contingencies should be reconsidered as part of the next budget setting process, possibly reducing the savings target required

33. While the council's spending has remained in line with its overall budget, there are significant variations in how different services have performed. These are summarised in [Exhibit 5](#).

## Exhibit 5

### Summary of significant under / overspends against budget

Area	(Under)/over spend (£m)	Reason for variance
<b>Underspends</b>		
Policy & resources	£1.9	Inflation contingencies not used (£1.2m), additional Internal Resources Interest (£0.3m) and various other over recoveries and additional income.
Education and Communities	£0.1	Turnover savings and additional income recovery
Environment & Regeneration	£0.4	Turnover savings and additional income recovery
Health and social care	£0.8	Turnover savings and additional income recovery

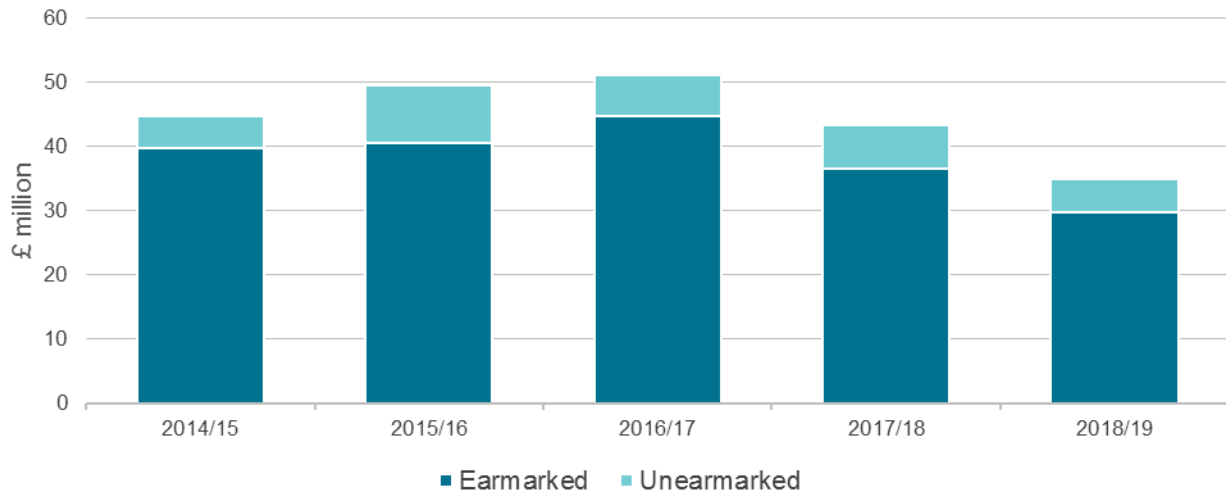
Source: Inverclyde Council 2018/19 Annual Accounts

### Earmarked reserves continue to reduce although unearmarked balances are higher than the council's policy of 2%

- 34.** 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.
- 35.** The level of usable reserves held by the council decreased from £43 million in 2017/18 to £35 million in 2018/19 as illustrated in [Exhibit 6](#). The movement includes correction of a prior year misstatement which increased reserves by £2.1 million.
- 36.** The reduction is in part due to a 2017/18 change in policy. The Council now uses the "revenue contribution to capital programme" reserve to fund capital projects rather than undertaking new borrowing. The reduction is also due to the planned use of other earmarked reserves, with notable reductions to "Contribution to Riverside Inverclyde", "School Estate Management Plan", "Equal Pay" and "Early Retiral" reserves.
- 37.** Of the balance remaining at 31 March 2019, £30 million has been earmarked for particular purposes. This leaves £5.2 million of unallocated reserves (2.8% of the Council's budgeted net annual running costs). This is £1.4 million more than the council's policy (2% of annual turnover based on the 2018/19 budget). The Council has agreed to an additional £3 million of unearmarked reserves for budget smoothing as part of the Medium-Term Financial Strategy.
- 38.** [Exhibit 6](#) provides an analysis of the general fund over the last five years split between committed and uncommitted reserves. The Council continues to have relatively high levels of reserves despite the reduction in 2018/19, but most of these are earmarked.

## Exhibit 6

### Analysis of general fund over last five years



Source: Inverclyde Council Audit Annual Accounts

39. Although usable reserves remain high, only £18 million (38%) are cash-backed. This means that further borrowing would need to be undertaken to realise all of the rest.

### The council has restructured some debt and internal loans fund repayments are to be reviewed in 2020/21

40. No new borrowing was undertaken during 2018/19, however the council restructured £3 million of its market loans during 2018/19. The net effect of this restructuring is an annual saving in loan charges of around £30,000 per year for 44 years. The review of loans fund repayment periods is permitted where it is prudent to do so. This may generate medium term revenue savings. The council intend to review its loans fund repayment periods as part of the 2020/21 budget exercise.

### Financial system controls are operating effectively in most areas, but there are weaknesses in payroll

41. 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.
42. Our findings were included in our management report that was presented to the Audit Committee on 23 April 2019. We concluded that the key controls were operating effectively. However, two significant control weaknesses were identified during payroll system testing relating to employee validation and system access. In response to this, we increased our substantive testing of staff costs and concluded that there were no material errors in the financial statements. These identified weaknesses have now been addressed by officers.



#### Recommendation 5

**The council should ensure that robust controls are in place to address the weaknesses reported in April 2019 including payroll validation and system access.**

### **Internal audit operates in accordance with standards**

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

# Part 3

## Financial sustainability



### Main judgements

**The Council faces financial challenges with an estimated further £19 million of savings required over the period 2020 to 2023.**

**The council has a long-term financial strategy and a medium-term financial plan. The CMT has been developing further savings options for the medium/ long term and these may require difficult decisions by members**

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

### The 2019/20 budget is based on achieving further savings of £2.3 million, and a reduction in unearmarked reserves

44. The 2019/20 budget was approved by the Council in March 2019. The budget was set at £193 million after closing an initial funding gap of £4.0 million through savings of £2.3 million, a previously agreed draw of £0.8 million on unearmarked reserves and a 4.79% council tax increase (£0.9 million). The approved proposals also resulted in a general increase of 3% in fees and charges, as well as a loss of 53 FTE posts. At the same meeting, the Council agreed to use a further £4.0 million of unearmarked reserves to support time limited investment in policy areas.

45. The council's Members' Budget Working Group (MBWG) has continued to work together successfully. Difficult decisions have been made after careful consideration and debate across political parties. This includes increases in fees and charges and loss of posts, as included in the paragraph above.

### The council's current budget position is projecting an underspend mainly due to inflation contingencies not required

46. As at 31 July 2019 the council is projecting a £1.2 million underspend (excluding Health & Social Care Directorate) which represents 0.64% of the net revenue budget. This is mainly due to:

- Release of non-pay inflation not required (£250,000)
- Release of pay inflation not required (£500,000)
- Projected over recovery Internal Resources Interest (£250,000).

47. Again, inflation contingencies have not been required ([Recommendation 3](#)).

## **The council has a long-term financial strategy and a medium-term financial plan**

48. The [Best Value Assurance Report on Inverclyde Council](#) identified that the Council has a good process in place for financial planning. The Council's financial strategy covers the period 2019/20 to 2028/29. It is updated on a six-monthly basis and ensures that 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 2020/21 to 2022/23 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 £7 million in 2020/21 and an additional gap of £12 million over the period to 2023. This is a mid-range estimate. Optimistic and pessimistic scenarios for the period 2020 to 2023 are £6.8 million and £30.5 million respectively.

## **The CMT has been developing further savings options for the medium/ long term and these may require difficult decisions by members**

50. The council is facing several challenges in maintaining a sustainable financial position over the medium to long term.
51. The Corporate management Team (CMT) has been developing savings options at directorate level. Each directorate has been given a target to develop between to £5 to £6 million worth of savings options. A report by the Chief Financial Officer to the August 2019 Policy and Resources Committee noted that the current value of savings options identified is between £18 and £20 million and more detail will be reported to members in due course. The report also notes that given the volume of savings there will be an impact on the council workforce with some areas potentially seeing quite significant reductions if savings proposals are approved.

# Part 4

## Governance and transparency



### Main Judgements

**There are appropriate governance arrangements and the council is open and generally transparent.**

**There are appropriate standards of conduct for prevention and detection of fraud and error.**

**The council has appropriate arrangements to assess the risk of key supplier dependency and is reasonably prepared for EU withdrawal.**

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.

### Appropriate governance arrangements are in place to support decision making

- 52.** 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.
- 53.** Our observations at committee meetings and review of papers and minutes have confirmed that there is effective scrutiny and decision-making by members and effective working relationships in place.

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

- 54.** There is evidence from several sources which demonstrate the council's commitment to transparency, including:
- 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.

## There are appropriate standards of conduct for prevention and detection of fraud and error

55. 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. We concluded that the council has appropriate arrangements in place for the prevention and detection of bribery and corruption. We are not aware of any specific issues we require to bring to your attention.

## The council has made good progress in investigating National Fraud Initiative (NFI) matches

56. The National Fraud Initiative (NFI) in Scotland is a counter-fraud exercise coordinated by Audit Scotland. It uses computerised techniques to compare information about individuals held by different public bodies, and on different financial systems, to identify 'matches' that might suggest the existence of fraud or irregularity. NFI activity is summarised in [Exhibit 7](#).

### Exhibit 7 NFI activity



2,788

Matches



1,462 (52%)

Completed/closed  
investigations



67

In progress investigations

Source: NFI secure website: [www.nfi.gov.uk](http://www.nfi.gov.uk)

57. The council prioritises reviewing and investigating high risk matches but aims to investigate all matches. Since January 2019, when the matches became available, the council has investigated and closed 1,462 matches (52 per cent). To date the council are progressing the recovery of 12 cases which have been concluded as fraud or error, with a cumulative value of £18,283. These all relate to housing benefits, for which the council has plans in place to recover the overpayments.

58. Internal Audit continues to regularly report the outcomes of the NFI exercise to the Audit Committee.

## The council has appropriate arrangements to assess the risk of key supplier dependency

59. The impact of a failure or collapse of a key supplier can be significant to an organisation and can result in either delays or non-completion of major contracts or, disruptions in the continued provision of vital services. This has brought into focus the risk of key supplier failure and / or underperformance of suppliers that are experiencing financial difficulties.

60. During the selection stage of a contract award the council considers a range of selection criteria including "supplier financial appraisal". In addition, as part of the council's approved framework, reports for organisations with which the council has a significant financial relationship are presented to the relevant



service committee throughout the year. This gives assurance in terms of performance, governance and financial stability. An annual report is presented to the Policy & Resources Committee summarising progress and highlighting any areas where the agreed governance actions have not been delivered.

### The council is reasonably prepared for EU withdrawal

- 61.** There remains significant uncertainty surrounding the terms of the UK's withdrawal from the European Union (EU). 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 potential changes to migration are likely to affect the availability of the people and skills needed to deliver services.
  - Funding – the extent to which potential changes to existing EU funding programmes are likely to affect the finances of public bodies and the activity that such funding supports.
  - Regulation – the extent to which potential changes to EU regulations are likely to affect the activities of some public bodies.
- 62.** We assessed the council's readiness for withdrawal from the EU and found them to be reasonably prepared ahead of the expected withdrawal date (29 March 2019). The council has a risk in its strategic risk register in relation to EU withdrawal and has activated the Crisis and Resilience Management Team in 2018 to review the risk posed by Brexit and develop responses. The CRMT is linking with the Regional Resilience Partnership and has responded to guidance from Scottish Government and COSLA.
- 63.** The council has not identified a significant number of non-UK EU employees in its workforce and does not consider there to be any fundamental risk to services. In terms of financial preparedness, the council is aware of its EU funding streams and has engaged with a range of bodies, such as COSLA and the Scottish Government, to identify the impact of the loss of EU funding. As detailed in paragraph 49 the council has a long-term financial strategy which considers EU withdrawal. The council has confirmed their 'Ready' Status as specified on the Local Authority Readiness Dashboard (which provides an overview of all 32 Scottish Local Authorities' level of preparedness).

# Part 5

## Value for money



### Main judgements

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

Equality arrangements have been established and the council is actively engaged in reducing the gender pay gap, but it is still the third highest amongst Scottish Councils

The Council has made further progress on shared services and continues to actively pursue opportunities with other councils

The Council continues to perform well against a range of national indicators

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

### The council reports good progress against the Best Value Assurance Report Improvement Plan

64. The [BVAR report for Inverclyde Council](#) was published in June 2017. This was a positive report overall. There were ten recommendations made in the report to support further improvement at the council.
65. At its meeting in June 2017 the council agreed the improvement actions within the BVAR and that a progress report will be submitted to the Performance and Resources Committee every six months.
66. In our Annual Audit Report on 2017/18, we identified that four of the ten recommendations had been completed. One further recommendation has been identified as complete during 2018/19. The remaining five actions are still ongoing with progress identified in the following table, as indicated in the most recent report to the Policy and Resources Committee in September 2019.

BVAR Recommendation	Council assessment	Summary of progress
3. Actions to deliver strategic improvements should identify the difference they are expected to make to the overall strategic outcomes, with milestones at key intervals.	Green – on track	<p>Work is ongoing in this area.</p> <p>A review of KPIs has been carried out to ensure that performance measurement is linked to corporate priorities.</p> <p>The CDIPs 2019/22 are aligned to the delivery of the Corporate Plan organisational priorities.</p> <p>An annual report for the Inverclyde Outcomes Improvement Plan has been</p>

BVAR Recommendation	Council assessment	Summary of progress
		approved and is available on the Council's website.
<p>6. The council should develop more detailed workforce plans and longer-term forecasts of workforce numbers and skills required.</p>	Green – on track	<p>Work is ongoing in this area.</p> <p>A Leadership event and workshop took place in June 2019. Views were captured from senior managers on the key challenges and the actions needed to address these.</p> <p>The feedback received will be used to inform the Organisational Development Strategy.</p> <p>All succession plans are complete.</p>
<p>7. 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.</p>	Green – on track	<p>Regular updates are provided to the Project Board and Environment and Regeneration Committee. As part of the Glasgow City Region City Deal Inverclyde Council is investing in three projects:</p> <p><b>Ocean Terminal:</b> an augmented Outline Business Case for Ocean Terminal has been approved by the Glasgow City Deal Cabinet. A final business case was approved for the implementation of the floating pontoon. All consents are now in place for the pontoon and the construction contract has been awarded.</p> <p><b>Former Power Station, Inverkip:</b> agreement has been reached on preferred junction improvements and Scottish Power is progressing detailed designs. These designs will be taken through contract preparation and tender when a Final Business Case will be submitted by the Council to the City Deal Project Management Office.</p> <p><b>Inchgreen Dry Dock:</b> The proposals on site involve construction of vessels, marine engineering, fish processing and a fisheries training facility. Subject to negotiations with the interested parties, an Outline Business Case will be submitted later in 2019 which will facilitate land accumulation</p>

BVAR Recommendation	Council assessment	Summary of progress
		and progression to Final Business Case
<p><b>8.</b> 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 initiatives including the transfer of assets and participatory budgeting.</p>	Green – on track	<p>An agreed structure is now in place for locality planning along with a Communication and Engagement.</p> <p>Community events are planned to obtain a better understanding of community priorities</p>
<p><b>9.</b> 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.</p>	Green – on track	<p>Service review reports are reported to relevant service committees as they are completed. The timing of reporting of some service reviews is affected by the budget planning process.</p>

## Our review confirms the BVAR progress reported by the council

**67.** During 2018/19, our work specifically focused on the BVAR action plan points that the Council have assessed as complete. We confirmed the following:

- Recommendation 1 – single set of outcomes.** The Local Outcome Improvement Plan (LOIP) sets out three strategic priorities (Population; Inequalities; and Environment, Culture and Heritage). These have been agreed from the conclusions of a strategic needs assessment. The local priorities are also linked to National Outcomes to ensure the alignment is clear. Indicators are also in place to ensure progress against outcomes can be measured. The new Corporate Plan was approved by the Council in June 2018. The wellbeing outcomes and priorities of the Corporate Plan also link to the LOIP priorities and include reference to strategic initiatives such as the City Deals and shared services. The corporate plan also includes clear indicators in order to measure the success of progress.
- Recommendation 2 – Budget Working Group.** For a number of years, councillors have operated a cross-party forum (Members Budget Working Group) to discuss and agree budget priorities and actions. The MBWG will continue to meet throughout the development of the 2020/23 budget.
- Recommendation 4 – corporate initiatives included in plans.** We have confirmed that the LOIP and the new Corporate Plan includes references to the City Deals and shared service developments.
- Recommendation 5 – review of earmarked reserves.** We have confirmed that the review of reserves is now complete. The Corporate Management

Team (CMT) considered whether the size of reserve was reasonable and for older, unused reserves whether it was still necessary to have these.

- **Recommendation 10 – change management groups.** We have confirmed that this is complete in terms of regular meetings and officers are progressing all change management proposals. Three Change Management Groups have been established to review progress on all change projects on a monthly basis.

## Equality arrangements have been established

**68.** In line with the Equality Act 2010, the Council has developed an approach to mainstreaming equality, as outlined in the council's Equality Outcomes and Mainstreaming Report 2019. The report shows clear progress has been made on Equality Outcomes. Points to note include:

- Training on Equality Impact Assessments (EIAs) has been delivered to both Elected Members and employees Equalities training remains mandatory on an annual basis. Each member of staff must complete the "Brightwave" module. In addition, all staff will be given the opportunity to attend face-to-face training every three years. Equality and diversity training is included in the induction programmes for all employees within the council.
- EIAs were prepared between November 2018 and January 2019 for each of the 2019/20 budget saving proposals.
- There has been increased and targeted engagement with Inverclyde's children, citizens and communities who have protected characteristics.
- A range of translation and interpretation services are available when required to support customers who contact the council, including British Sign Language. Documents which are published on the council website are available in alternative formats upon request.
- Two thirds of the workforce have updated their equal opportunities status in 2018, which is double the previous response rate.
- Recruitment and selection procedures are equality impact-assessed and are subject to rigorous re-evaluation at regular intervals.

## Gender pay gaps are reducing and the council is actively engaged in this. The gap has reduced year-on-year over the past three years, but Inverclyde still has the third highest gap of Scottish councils

**69.** The Equality Mainstreaming Report 2019 includes data on employee profile and pay from 2017/18. The highest paid 5% of earners that are women, has been fairly steady over time, and is 53.9 per cent for 17/18. The council are still working towards a target of 52.5 per cent.

**70.** The gender pay gap between the average hourly rate of pay for male and female employees is 8.7 per cent for 17/18 - this shows a steady decrease since 15/16. The average for Scotland is 3.9 per cent and Inverclyde has the third highest gender pay gap of all Scottish councils.

**71.** The Equality Mainstreaming Report shows:

- The workforce is predominately female at 75%.
- Women are more likely to work in part time, lower graded jobs / Men are more likely to work in full time, higher graded jobs.

- There is occupational segregation with females more likely to work in traditional 'female' jobs like care, catering and cleaning.
- The implementation of the Living Wage has had a positive effect on the Gender Pay Gap as more females have benefitted.

**72.** The Council held a seminar for female employees to explore further whether there are barriers or cultural issues that prevent female employees from being employed in higher grades. A new internal programme, "Uplifting Leadership", has also been introduced to promote progression in the Council, for which the uptake is understood to be predominantly female colleagues.

### **Inverclyde council has also reviewed pay gaps on the basis of disability**

**73.** The equal pay analysis also shows a disability pay gap of 4.4%. Measures are being taken to reduce this, including the "Disability Confident Scheme", of which Inverclyde Council is level 3 (top) accredited.

### **The council has reviewed its grading and pay structure**

**74.** An independent Equality Impact Assessment on the council's revised grading and pay structure was completed in 2018. This revised structure incorporated the consolidation of the Scottish Local Government Living Wage rate. This was an independent report which concluded that the proposed revisions to the Inverclyde LGE grading and pay structure remained well-founded in the job evaluation results; benefited the majority of employees in the lowest part of the grading structure and virtually eradicated the gender pay gap in terms of basic pay for the 3 lowest grades.

### **The council is a living wage employer**

**75.** Inverclyde Council was one of the first Councils in Scotland to introduce the new Living Wage rate. Approximately 700 employees in Inverclyde Council benefited from the living wage foundation supplement. Inverclyde Council is a fully accredited living wage employer and its status was achieved in March 2016.

### **92% of staff agree that the council supports equality and diversity**

**76.** The equality and diversity pages on the council website show that in 2018, 92% of staff agreed that the council accepts and supports equality and diversity. The evidence clearly shows a commitment to equal opportunities in service delivery at Inverclyde Council. The data is monitored to ensure continuous improvement and measures are consistently being taken to improve.

### **The council has made further progress on shared services and continues to actively pursue opportunities with other councils**

**77.** The Accounts Commission and Auditor General have highlighted the benefits to the people who use council services, communities and public sector organisations of working well together. Our recent report, [Local government in Scotland – challenges and performance 2019](#) (April 2019) identified limited evidence of councils collaborating or sharing services.

**78.** In March 2017, Inverclyde and West Dunbartonshire Councils agreed to progress a shared service for roads and transportation. The Shared Head of Service for Roads and Transportation was appointed on the 7 January 2019. The postholder leads the Roads and Transportation Service within both West Dunbartonshire and Inverclyde Councils.

- 79.** Inverclyde Council has also agreed, following approval from West Dunbartonshire Council, to implement a shared management model for Internal Audit services. This will involve a single Head of Internal Audit to oversee both internal audit departments. A transitional period from September to December 2019 will support the implementation of the new management model. This will include conclusion of appropriate HR processes, matching to the new joint post and effective handover arrangements with the joint manager taking effect from January 2020.
- 80.** The council continues to explore opportunities for wider shared service opportunities such as ground maintenance, waste management and fleet management. It has now been agreed that the shared management of Roads and Transportation be extended to wider Environmental Services from April 2020.

### **Good arrangements are in place for arm's-length external organisations and the council continues to review these**

- 81.** The Council has well-developed arrangements in place for its governance of arm's length external organisations (ALEOs), as we assessed in the 2017 BVAR Report.
- 82.** Following publication of the May 2018 Accounts Commission report 'Councils' use of arm's-length organisations', the Chief Financial Officer presented an assessment of the council's position relative to its two ALEO's against the nine recommendations contained in the report to the Policy & Resources Committee. The assessment identified that the council complies with eight of the recommendations and proposes that for the remaining action (make information about ALEO funding and performance clear and publicly available), officers will investigate ways to make information about ALEOs more prominent within the Council Website and Annual Accounts.

### **Performance management information is publicly available**

- 83.** 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.

### **The council continues to perform well against the Local Government Benchmarking Framework**

- 84.** The council participates in the [Local Government Benchmarking Framework](#) (LGBF). The most recent [National Benchmarking Overview Report 2017/18](#) by the Improvement Service was published in February 2019 and covered the 2017/18 reporting period. The Council has 38 indicators out of 65 (59%) in the top two quartiles which is the joint third highest across all Scottish councils. This can be seen in [Exhibit 8](#) below. Notable performance improvements include:
- Inverclyde was the top performing authority in the percentage of invoices that were paid within 30 days
  - The council is ranked second across Scottish councils for the net cost per waste collection per premise
  - The percentage of pupils living in the 20% most deprived areas gaining 5+ awards at level 5 increased to 46% from 41%.



## Exhibit 8

### Local Government Benchmarking Framework 2017/18 – National rankings

Service	Indicators	1 <sup>st</sup> Quartile	2 <sup>nd</sup> Quartile	3 <sup>rd</sup> Quartile	4 <sup>th</sup> Quartile
Children's services	27*	6	5	4	1
Corporate services	8	2	3	1	2
Adult social care	6	2	2	1	1
Culture and leisure services	8	1	3	3	1
Environmental services	15	3	4	5	3
Corporate assets	2	1	1	0	0
Economic development and planning	10	3	2	2	3
<b>Total 17/18</b>	<b>65 (100%)</b>	<b>18 (28%)</b>	<b>20 (31%)</b>	<b>16 (24%)</b>	<b>11 (17%)</b>
<b>Total 16/17</b>	<b>59 (100%)</b>	<b>19 (32%)</b>	<b>16 (27%)</b>	<b>13 (22%)</b>	<b>11 (19%)</b>

Source: SOLACE Improving Local Government Benchmarking Framework 2017/18 \*11 indicators unavailable at time of writing

**85.** Areas where performance declined in 2017/18 include:

- Cost per pre-school education place, where Inverclyde is the highest in Scotland at £6,874
- Cost of museums per visit, where Inverclyde has dropped into the fourth quartile
- Cost of maintenance per kilometre of roads, where the council is the second highest in Scotland at £25,571.

### The council has appropriate arrangements in place for collecting statutory performance indicators (SPIs)

**86.** For 2018/19 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](#).

**87.** Inverclyde Council has demonstrated that the process is well planned with instructions issued for those preparing the indicators and the Council's arrangements for public performance publication are satisfactory.

### Inspections by Education Scotland have continued to be positive

**88.** In October 2018, Education Scotland published its report, 'How well is Inverclyde Council improving learning, raising attainment and closing the poverty-related attainment gap?'. The Report notes that the council is making



very good progress in improving learning, raising attainment and narrowing the poverty-related attainment gap. Inverclyde's approach was described both as life-changing and sector leading.

89. In January 2019, Education Scotland also carried out an inspection of Community Learning and Development (CLD) in Inverclyde Council. The inspection identified strong partnership working in relation to the Attainment Challenge and strong and effective leadership for CLD. Of the four quality indicators that the service was assessed against, two indicators were rated good and two very good.

### **National performance audit reports are routinely presented to relevant committees**

90. Audit Scotland carries out a national performance audit programme on behalf of the Accounts Commission and the Auditor General for Scotland. During 2018/19, Audit Scotland published a number of reports were issued which are of direct interest to the council. These are outlined in [Appendix 3](#).
91. 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 2018/19



No.	Issue/risk	Recommendation	Agreed management action/timing
1	<p><b>Council Tax bad debt provision policy</b></p> <p>The council tax bad debt provision was incorrectly calculated. This has been amended in the audit annual accounts.</p> <p><b>Risk</b></p> <p>There is a risk that the council tax income is inaccurately adjusted for bad debts.</p>	<p>An internal control check should be undertaken to ensure that the information and calculations within the annual accounts are accurate and in line with policy.</p> <p>The council tax bad debt provision policy should also be reviewed to ensure it is appropriate and reasonable.</p> <p><a href="#">Exhibit 3 (Issue 1)</a></p>	<p>Bad Debt Policy to be reviewed and resource to carry out a secondary check of year end entries to be identified.</p> <p><i>Chief Financial Officer</i></p> <p><i>30 November, 2019</i></p>
2	<p><b>Fixed Asset Register</b></p> <p>An error in the fixed asset register depreciation calculations overstated depreciation costs for 2018/19 relating to vehicle additions and building revaluations.</p> <p><b>Risk</b></p> <p>There is a risk that information on non-current assets in the annual accounts is inaccurate.</p>	<p>An internal control check should be undertaken on the fixed asset register (Logotech) to ensure that the depreciation output is accurate.</p> <p><a href="#">Exhibit 3 (Issue 2)</a></p>	<p>Address software issues with supplier and identify time in the year end timetable for further checks of reasonableness of entries</p> <p><i>Finance Manager (Environment &amp; Corporate)</i></p> <p><i>31 January, 2020</i></p>
3	<p><b>Management commentary</b></p> <p>Although a number of improvements were made to disclosures in the management commentary, the council could do more to improve transparency in the narrative.</p> <p><b>Risk</b></p> <p>Users of the accounts do not clearly understand the development of the budget throughout the year and how this is represented in the financial statements.</p>	<p>The council should adopt best practice for the narrative contained within the management commentary outlined in the Accounts Commission's Financial Overview Report in 2017/18.</p> <p><a href="#">Exhibit 3 (Issue 5)</a></p>	<p>Management commentary will be comprehensively reviewed as part of the 2019/20 accounts preparation.</p> <p><i>Chief Finance Officer</i></p> <p><i>31 March 2020</i></p>
4	<p><b>Inflation contingencies</b></p> <p>The year end outturn for at least the last three years has included</p>	<p>Inflation contingencies should be reconsidered as part of the next budget</p>	<p>Review of all contingencies will be carried out during the 2020/21 Budget exercise</p>



No.	Issue/risk	Recommendation	Agreed management action/timing
	<p>a saving due to inflation contingencies not being used (£1m in 2017/18 and £0.4m in 2016/17). This would suggest that inflation contingencies have been set too high.</p> <p><b>Risk</b></p> <p>There is a risk that these are being set too high as part of the budget setting process</p>	<p>setting process, possibly reducing the savings target required.</p> <p><a href="#">Paragraph 33</a></p>	<p><i>Chief Financial Officer</i></p> <p>28 February, 2020</p>
5	<p><b>Internal controls</b></p> <p>Our work on internal controls identified weaknesses in controls within the payroll system in particular. This is a concern given the extent of expenditure incurred on staff costs.</p> <p><b>Risk</b></p> <p>There is a risk that payroll information is inaccurate and not identified by service departments resulting in incorrect payments.</p>	<p>The council should ensure that robust controls are in place to address the weaknesses reported in April 2019 and ensure a robust control environment. Areas of specific focus are payroll validation and system access.</p> <p><a href="#">Paragraph 42</a></p>	<p>The control weaknesses identified have been addressed by officers and validation and system access continue to be monitored.</p> <p><i>Head of OD, Policy &amp; Communications</i></p>
Follow up of prior year recommendations			
b/f	<b>Financial ratios</b>	<p>The Council should adopt a consistent approach to calculating and reporting financial indicators.</p>	<p><b>Actioned</b></p> <p>Financial ratios were reviewed as part of the annual accounts audit and were found to be consistently reported.</p>
b/f	<b>Shared services</b>	<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><b>Ongoing</b></p> <p>Shared service arrangements have progressed with a shared Head of Roads and Transportation, and a shared Head of Internal Audit in place with West Dunbartonshire Council. Expected benefits include:</p> <ul style="list-style-type: none"> <li>• Increased potential to share best practice, learning and improve service;</li> <li>• Service delivery retained within public sector;</li> <li>• Efficiency delivered at management level providing overall savings.</li> </ul> <p>The Council will continue to receive six monthly updates</p>



**No. Issue/risk**



**Recommendation**



**Agreed management action/timing**


No.	Issue/risk	Recommendation	Agreed management action/timing
b/f	<b>Common Good Fund</b>	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>on the effectiveness of the proposed arrangements to ensure the envisaged benefits are delivered.</p> <p><b>Ongoing</b></p> <p>The Council remains on target for the Common Good fund to reach a balance of £100,000 within the next four 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>

# 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 to change the position disclosed in the financial statements.</p>	<p>Detailed testing of journal entries.</p> <p>Reviewed accounting estimates.</p> <p>Focused testing of accruals and prepayments.</p> <p>Evaluated significant transactions that are outside the normal course of business.</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 and results of data analytics risk assessment 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 from several sources including income from fee and charges funding. The extent and complexity of income means that, in accordance with ISA240, there is an inherent risk of fraud.</p>	<p>Analytical procedures on income streams.</p> <p>Detailed testing of revenue transactions focusing on the areas of greatest risk.</p> <p>Reviewed the process for undertaking care income assessments</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>Walked through the controls over social care payments.</p> <p>Detailed substantive testing of expenditure including social care payments, grants and housing benefit transactions.</p>	<p><b>Results</b> - We did not identify any significant issues from our testing of expenditure controls and transactions, although we reported specific areas where controls could be strengthened.</p> <p><b>Conclusion</b> - No fraud issues were identified.</p>
<p><b>4 Estimation and valuations</b></p> <p>There is a significant degree of subjectivity in the measurement</p>	<p>Assessed the scope, independence and competence of the</p>	<p><b>Results</b> – We requested revised IAS19 reports for the council and its subsidiaries to reflect the</p>

Audit risk	Assurance procedure	Results and conclusions
<p>and valuation of pensions and estimation of provisions. This subjectivity represents an increased risk of misstatement in the financial statements.</p>	<p>professionals engaged in providing estimates.</p> <p>Reviewed appropriateness of actuarial results including comparison with other councils.</p> <p>Assessed the appropriateness of the actuarial assumptions.</p> <p>Established officers' arrangements for assessing the impact of any movement in fund values between the IAS19 valuation date and the year end.</p> <p>Reviewed actual experience of significant estimates made at previous year end.</p> <p>Reviewed officers' assessment of other significant accruals and provisions at the year end.</p>	<p>changes resulting from the McCloud judgement.</p> <p>The IAS19 reports were based on actual investment values at the year end.</p> <p>Audit testing of accruals and provisions did not identify any issues and the judgement of officer's was found to be appropriate, although the calculation of the council tax bad debt provision did require correction.</p> <p><b>Conclusion</b> – No issues other than with the council tax bad debt provision were identified and this issue was corrected in the audited financial statements.</p>
<p><b>5 Openness and transparency</b></p> <p>The importance of openness and transparency in reporting has been highlighted by the Accounts Commission and within the 2017/18 Local Government Overview. In particular, the management commentary in the annual accounts should clearly show:</p> <ul style="list-style-type: none"> <li>• the outturn against budget position for the year with the reasons for significant variances</li> <li>• the outturn reported in the narrative reconciled to the movement in general fund contained in the financial statements and major differences explained</li> <li>• progress against agreed savings specifically reported on in the accounts.</li> </ul> <p>There is a risk that users of the annual accounts do not clearly understand the development of the budget throughout the year and how this is represented in the financial statements.</p>	<p>Reviewed revenue budget progress reports throughout the year.</p> <p>Reviewed the management commentary against Finance Circular 5/2015 and the recommendations in the Local Government Overview.</p>	<p><b>Results</b> – Although a number of improvements were made to disclosures in the management commentary, the council could do more to improve transparency in the narrative.</p> <p><b>Conclusion</b> - the council should adopt best practice for the narrative contained within the management commentary outlined in the Accounts Commission's Financial Overview Report in 2017/18.</p> <p> Recommendation 3 (refer <a href="#">appendix 1</a>, action plan)</p>

Audit risk	Assurance procedure	Results and conclusions
<p><b>6 EU withdrawal</b></p> <p>There are considerable uncertainties surrounding the implications of EU withdrawal and public bodies should assess the potential impact on their operations and identify specific issues and planned responses.</p> <p>There is a risk that the council is not prepared for the impact of EU withdrawal on the delivery of services.</p>	<p>Assessed how the council has assessed and prepared for EU withdrawal, including the specific work on workforce impact and dependency on key suppliers.</p> <p>Considered how the council responds to any emerging issues after March 2019.</p>	<p><b>Results</b> – The council has recognised EU withdrawal in the strategic risk register and activated the ‘Crisis and Resilience Management Team’. Work has been completed to assess the impact on workforce and funding streams.</p> <p><b>Conclusion</b> – We assessed the council’s readiness for withdrawal from the EU and found them to be reasonably prepared ahead of the expected withdrawal date.</p>
<p><b>7 Dependency on key suppliers</b></p> <p>Dependency on a key supplier could expose the council to service delivery issues should the supplier fail. Where a significant supplier dependency exists, there should be monitoring and business continuity arrangements to ensure the council is able to respond to significant issues.</p> <p>There is a risk that the council is unable to deliver services if it is not aware of its key supplier dependencies and / or fails to have sufficient business continuity arrangements in place.</p>	<p>Carried out work to establish the extent, value and nature of key supplier dependencies, including considering the councils work planning for EU withdrawal.</p> <p>Where issues were identified considered the robustness of the business monitoring and continuity arrangements in place.</p>	<p><b>Results</b> – Our work on contract awards and business continuity arrangements confirmed that the financial standing and implication of failure are a core part of the process.</p> <p><b>Conclusion</b> – The council has appropriate arrangements in place to address the risk of key supplier failure.</p>

# Appendix 3

## Summary of national performance reports 2018/19

		 <b>2018/19 Reports</b>	
Local government in Scotland: Challenges and performance 2018		<b>Apr</b>	
Councils' use of arm's-length organisations		<b>May</b>	 Scottish Fire and Rescue Service: an update
Scotland's colleges 2018		<b>Jun</b>	
		<b>Jul</b>	 The National Fraud Initiative in Scotland 2016/17
Forth Replacement Crossing		<b>Aug</b>	 Major project and procurement lessons
Children and young people's mental health		<b>Sept</b>	 Superfast broadband for Scotland: further progress update
NHS in Scotland 2018		<b>Oct</b>	
Health and social care integration: update on progress		<b>Nov</b>	 Local government in Scotland: Financial overview 2017/18
		Dec	
		Jan	
		Feb	
		<b>Mar</b>	 Local government in Scotland: Challenges and performance 2019

### Local government relevant reports

[Local government in Scotland: Challenges and performance 2018](#) – April 2018

[Councils' use of arm's-length organisations](#) – May 2018

[Health and social care integration: update on progress](#) – November 2018

[Local government in Scotland: Financial overview 2017/18](#) – November 2018

[Local government in Scotland: Challenges and performance 2019](#) – March 2019



# Inverclyde Council

## 2018/19 Annual Audit Report

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Inverclyde Council  
**Audited Annual Accounts**  
2018 - 2019



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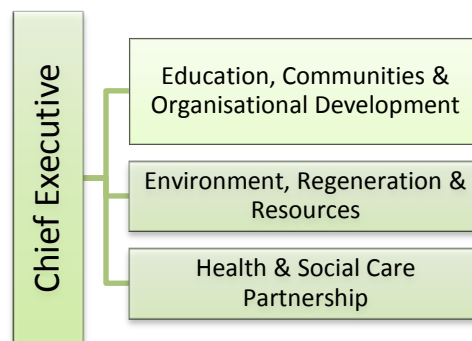
## 1. Introduction

This publication contains the financial statements of both Inverclyde Council and its group for the year ended 31 March 2019, 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 2018-2019. 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 78,150 (1.4% of the total population of Scotland). The Council employs 4,150 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. The Council approved a restructure in early 2018 which reduced the number of senior officers by 12, delivered ongoing savings of £650,000 and amended Committee and Directorate remits to improve alignment between the two. The majority of these changes have been delivered with the final changes due over 2019/21.

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 2018-2019 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 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

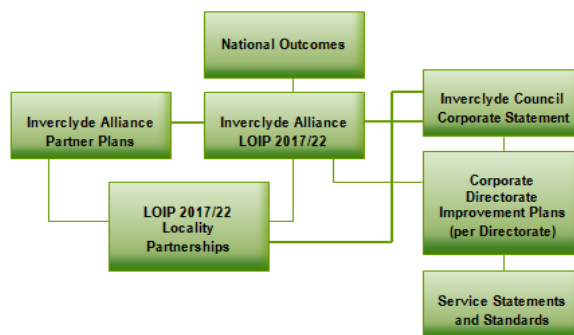
### Getting it Right for Every Child, Citizen and Community

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 Local Outcomes Improvement Plan (LOIP) 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 LOIP 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 LOIP 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 (CDIP). 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 2017-2018. Some of the performance highlights for that reporting year include:

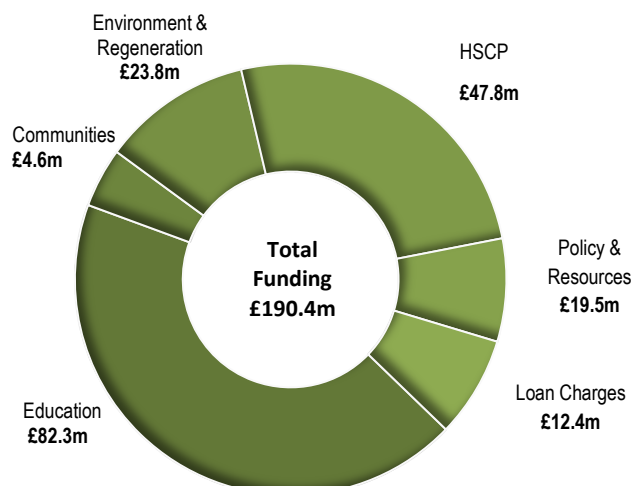
- The percentage of residents satisfied with their neighbourhood as a place to live rose by 5% to 86% between 2016 and 2018.
- Between 2016-2017 and 2017-2018, there was an improvement with all the indicators used to measure the attainment of our S5 pupils.
- Our cost per primary school pupil decreased by £134 between 2016-2017 and 2017-2018. During the same period, our cost per secondary school pupil also decreased by £65. Meanwhile, our costs per pre-school place rose by £1,409; this means our pre-school costs are the most expensive of any local authority in Scotland.
- In terms of satisfaction with schools in Inverclyde, there was a decrease of 3% to 86.33% between 2014-2017 and the last reporting period (2015-2018). Despite a decline of two places in the national rankings, we retained our position in the first quartile. We are also 14% above the Scottish average for this measure.
- Our cost per dwelling of collecting Council Tax reduced very slightly (by £0.11) in 2017-2018 which is still £5.86 less than it was in 2010-2011. We also saw a 0.2% increase in our in-year Council Tax collection rate to 95.52% in 2017-2018 which is the highest ever achieved by the Council.
- We saw an increase of 2.92% to 67.78% in terms of the number of people aged 65 and over with long-term needs who receive personal care at home.
- Our recycling performance increased by 3.77% to 57.21% in 2017-2018, making last year's figure the highest for this measure since the Local Government Benchmarking Framework was introduced in 2010-2011. Our improved performance resulted in an increase of five places to fifth in the national rankings. Our performance is also 11.61% above the Scottish average.
- The number of unemployed people assisted into work from Inverclyde Council operated/funded employability programmes was 21% in 2017-2018, an increase of 4.05% on the previous reporting year and 6.6% above the national average.



## The Annual Budget and Setting Council Tax

The Council's approach to the 2018/19 budget was agreed by the Council and included a public consultation as to how the Council could save money and the operation of the cross party Members Budget Working Group (MBWG) to arrive at a consensus on the use of surplus reserves and consideration of the savings identified by the public consultation. On the 15 March, 2018 the Council agreed to savings totalling £3.061million in 2018/19 with these savings increasing to £4.930 million by 2019/20. Work has continued throughout 2019/20 to identify further savings in anticipation of future budget reductions. As at 31 March 2019 all the 2018/19 savings have been implemented.

The Council formally approved the 2018-2019 budget on 15 March 2018. The budget was based on the Council Tax for band D increasing by 3%, the first increase in Council tax in Inverclyde since 2006/07.



Funding from Scottish Government (Non-Domestic Rates and Government Grants) £160.6m (84.4%) and Council Tax (including Council Tax Reduction costs) £29.8m (15.6%).

Spend of £190.4 million was planned in 2018-2019 after taking account of Government Grants, inflation, borrowing costs and approved savings. The Council also approved a £79.4 million three-year capital investment programme covering 2018-2021 of which over £50 million would be funded by the Council with the balance met from government grants. 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 2018-2019

### 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 £8.5 million. The Council set a balanced budget for 2018-2019. During the year, the Council generated underspends of £1.5 million across all Service areas due to advancement of savings, increased turnover, a reduced call on inflation contingencies and general service underspends. An increase in Council tax income and a planned reduction to an earmarked reserve generated a surplus of £1 million and the correction of a prior year misstatement has further increased reserves by £2.074 million, details of the restatement can be found in Note 30. This has been offset in full by an increase in capital spend funded from reserves and a correction to the Council Tax Bad Debt provision (£1.674m) which has resulted in a deficit in the year of £8.5 million.

Deducting the deficit from the restated accumulated funds brought forward from 2017-2018 of £43.3 million, produces a working balance of £34.8 million to be carried forward to 2019-2020. Of the balance, £29.7 million has been earmarked for particular purposes as detailed in Note 3 on Pages 31-32. This leaves a balance of £5.1 million of unallocated reserves (2.68% of the Council's budgeted net annual running costs). This is £1.3 million more than the recommended level of £3.8 million (2% of annual turnover based on the 2018-2019 budget), and the Council will consider uses for the excess as part of the 2020-2023 revenue budget.

### Capital Budget

The Council continues to make significant capital investment in schools, roads, leisure, community and town centre estate with £26.9 million being spent in 2018-2019. The largest individual element of the capital expenditure for the year was the £8.6 million spent on building and refurbishing educational properties as part of the Council's School Estates Strategy. Funding of capital expenditure included £0.2 million from receipts and £11.6 million from Government grants with the balance of £15.1 million being met through internal funding and internal borrowing. Further information about spend on capital projects is shown in Note 9 on page 39.

# Management Commentary

Major projects progressed during the year included:

- £3.8 million on the Roads Asset Management Plan
- £2.4 million on the replacement of St Ninian's Primary School
- £1.9 million on the refurbishment of Lady Alice Primary School
- £1.6 million on the Bakers Brae road re-alignment
- £1.0 million on the Watt Complex refurbishment

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 £26.9 million was managed within the "Prudential Framework" limits approved by the Council. There was net advancement of projects from future years of £0.146 million (0.52%).

## 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.

Financial Indicator	Commentary	2018-2019	2017-2018
<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.	2.68%	3.55%
Movement in the Uncommitted General Fund Balance	Reflects the extent to which the Council is using its Uncommitted General Fund Reserve.	£1.5m decrease	£0.2m increase
<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 2018-2019 was the Council's highest level to date.	95.7%	95.52%
<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 General Revenue Budget section above.	99.2%	98.73%
<b>Debt/Long-term Borrowing</b>			
Ratio of financing costs to net revenue stream	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 finance strategy.	14.87%	14.04%

## Assets and Liabilities

The Balance Sheet on page 27 summarises the Council's assets and liabilities as at 31 March 2019 and explanatory notes are provided. Net Assets have decreased by £52.1 million to £104.9 million. Within this headline figure, there have been significant changes in both asset values and liabilities. Property, plant & equipment has increased by £8.3 million while short-term investments have decreased by £14.0 million and cash and cash equivalents has decreased by £1.7 million; on the liabilities side the pensions liability has increased by £52.5 million and borrowing and lease finance has reduced by £11.6 million. The major changes in the Council's Balance Sheet between March 2018 and March 2019 are explained in more detail in the following paragraphs.

## Non-current and Current Assets

Property, Plant & Equipment have increased in value by £8.3 million to £491.501 million. This increase in asset values is a result of the Council's investment in key capital projects. Short term investments have reduced by £14.0 million whilst cash equivalents have decreased by £1.7 million. This has arisen as a result of funding requirements for 2018-2019. Long and short-term debtors decreased by £2.1 million and short-term creditors increased by £2.0 million.

## Pensions Position

The Council's pension position has worsened over the year and the net liability has increased by £52.5 million. The worsening is largely due to a lower discount rate and an increase in the salary increase rate and pension increase rate used by the appointed actuaries to calculate the current value of future payments to pensioners according to accounting standards. The details are shown in Note 16. The impact of the McCloud judgement and of the changes in the guaranteed minimum pension (GMP) rules detailed in Note 25 have also had an impact on the net liability as at 31 March 2019.

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 borrowing (including finance leases) decreased by £11.6 million during the year. Short-term borrowing and lease financing increased by £4.7 million, whilst long-term borrowing and lease financing reduced by £16.3 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 £259.3 million at 31 March 2019 compared to the CFR limit of £307.4 million. The Council's average loans rate was 3.65% for 2018-2019, an increase of 0.05% from 2017-2018. The Council refinanced £3 million of long term borrowing but made no other long term borrowings during the year.

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

### Financial Outlook

The Council's Financial Strategy for June 2019 highlights that the pressure on public finances is scheduled to continue until at least 2022/2023. 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 (2020-2023) the estimated mid-range funding gap is £15.0 million with optimistic and pessimistic scenarios of £2.8 million and £31.0 million respectively. Included within this is the fact that, the Council faces



# Management Commentary

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. The Council continues to operate a cross party Members Budget Working Group and this Group plus the Trade Unions/Corporate Management team meeting via the Joint Budget Group will be pivotal as the Council faces unprecedented financial pressures.

## 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

2019-20 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 continue the development 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 is funding 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, with work due to commence on the Greenock Ocean terminal in 2019/20.

Inverclyde Council commenced implementation of the 1140 hours early years provision in 2018-2019. 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. This will present challenges in terms of both developing the workforce and the necessary buildings.

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 Integration 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 £22.086 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 £0.019 million on the usable reserves available for spending. The total usable reserves of the Common Good Fund now stand at £0.026 million; this is below the recommended minimum level of £0.1 million for this fund. Action has been taken in the 2019-2020 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 69-70.

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 Integration 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 2018-19, the Health and Social Care Partnership generated a surplus of £1.485 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 72 to 77.

### 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 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. In 2018-19 the Council reduced its carbon emissions by 18.9%, thereby exceeding the target. The Climate Change Plan will also consider how the Council can adapt to inevitable climate change.

The new Climate Change Plan correspondingly states a requirement for the Council to investigate projects that can help achieve national targets to reduce greenhouse gases. The Council has been awarded a grant by the Scottish Government to undertake a pilot 'Local Heat and Energy Efficiency Strategies' project. This will investigate the potential opportunities for improving energy efficiency and developing low carbon heating across the public sector estate in Inverclyde.

### 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 exclusion. The Council is also committed to eradicate all forms of discrimination, direct or indirect, and aims to eliminate

# Management Commentary

discriminatory practices and promote measures to combat its effects. Information on the Council's Equality Outcomes 2017/21, its Mainstreaming Report 2019, and its Education Mainstreaming Report 2017-2021 can be found on its website at <https://www.inverclyde.gov.uk/council-and-government/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 2018, 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 were two post Balance Sheet events to report. The first was an adjusting post Balance Sheet event related to the McCloud judgement and of the changes in the guaranteed minimum pension (GMP) rules which resulted in an increase in the pension liability of £8.4 million. In addition as at 30 June 2019 the Council took on the pension liability of Riverside Inverclyde (RI), this had no impact to the Balance Sheet as at 31 March 2019. Details of the events after the Balance Sheet date can be found at Note 25.

## 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 26 September 2019.

Signed on behalf of Inverclyde Council

**Cllr Stephen McCabe**

Leader of the Council

**Date:** 26 September 2019

## 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 2019.

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

Chief Financial Officer

**Date:** 26 September 2019

## 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 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 2019 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 Plan 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. Services are able to demonstrate how their own activities link to the Council's vision and outcomes through their Corporate Directorate Improvement Plans. These were reviewed and updated during 2018/2019. 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 2018-2019 assessments and to identify actions they proposed to take during 2019-2020 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 two issues worthy of noting were identified and are detailed in Section 7 together with progress made in implementing improvement actions identified during 2017-2018. We propose over the coming year to take steps to address this matter to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvement 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 2017 (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.

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 2018-2019 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 2018-2019 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 2017”.

## 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 generally satisfactory. The table below sets out two improvement actions to the governance framework which were identified from the Council’s ongoing review and monitoring of the effectiveness of its governance arrangements. These represent corporate initiatives that will be further progressed during 2019-2020.

	Where are we now?	Where do we want to be?	How will we know we are getting there?	Who is responsible?
1	Senior managers are not undertaking relevant training in line with agreed training matrix. The Workforce Information and Activity Report (WIAR) has provided some focus in this area however there is currently no reporting in place of levels of compliance within the Directorates at individual course/staff level.	Training matrix for senior managers is implemented across all services.	More detailed reporting on individual course uptake by senior managers will be provided to Heads of Service on a quarterly basis for review and action.	Heads of Service (supported by Head of Organisational Development, Policy and Communications)  March 2020
2	Services have identified relevant information assets which are being collated into a corporate information asset register. Arrangements are being put in place to allow file sharing for all services for ease of access to and update of the information.	Central information asset register is held which can be accessed and updated by all services.	The corporate information asset register is being finalised. File sharing will be put in place for all services to allow ease of access and update of the information held in the register.	Head of Legal and Property Services  December 2019

In addition, the status of action plans from 2017-2018 Annual Governance Statement (AGS) is set out in the undernoted table:

	Agreed Action	Status at 31/3/19	Further Action	Who is responsible?
1	Key service change proposals will use relevant change management framework documentation and this is consistent across Directorates.	Complete		
2	Quarterly WIAR reports will highlight the improvement in uptake of courses by senior managers. Organisational Development & Human Resources (OD&HR) should provide additional support to Heads of Service as required.	Partially implemented. The WIAR report has provided some focus in this area however there is currently no reporting in place of levels of compliance within the Directorates at individual course/staff level.	This has been highlighted as an issue during 2018-2019 and an action plan is in place to address this issue by 31 March 2020.	Link to AGS Action Point 1 for 2018-2019.
3	Corporate guidance on key aspects of Information Governance and Management is implemented across the Council.	Partially implemented. Services have identified relevant information assets which are being collated into a corporate information asset register. Arrangements are being put in place to allow file sharing for all services for ease of access to and update of the information.	This has been highlighted as an issue during 2018-2019 and an action plan is in place to address this issue by 31 December 2019.	Link to AGS Action Point 2 for 2018-2019.
4	The AGS Head of Service self-assessment process will be updated to reflect the requirement for an annual review of Succession Plans by services.	Complete		



## 8. Assurance

Subject to the above, and on the basis of the assurances provided, we consider the governance and internal control environment operating during 2018-2019 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

26 September 2019

**Aubrey Fawcett**  
Chief Executive

26 September 2019

## 1. Introduction

The Local Authority Accounts (Scotland) Regulations 2014 (SSI No. 2014/200) require local authorities in Scotland to prepare a Remuneration Report as part of the annual statutory 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 of 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. In 2018-2019 Councillors received a 0.4% pay increase. The salary for the Leader of the Council is £28,326 per annum (2017-2018 £28,213) and for the Provost is £21,245 per annum (2017-2018 £21,160).

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 £172,073 per annum (2017-2018 £171,390) and whose salaries individually must be on a specified scale, currently £16,994 to £21,245 (2017-2018 £16,927 to £21,160). 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 £19,120 per annum (2017-2018 £19,043).

## 3. Remuneration of 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. Senior Officers received a £1,600 pay award in 2018-2019.

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 2019. The table below contains remuneration details for those persons who were Senior Officers in 2018-2019.

# Remuneration Report

Senior Officers	Year ended 31 March 2019				2017-2018
	Gross Salary	Other Fees and Allowances	Taxable Expenses	Total Remuneration	Total Remuneration
	£	£	£	£	£
<b>Fawcett A:</b> Chief Executive	118,138	174	0	118,312	119,383
<b>Allan, R S:</b> Corporate Director Environment, Regeneration & Resources	107,769	0	0	107,769	107,769
<b>Bain, W:</b> Corporate Director Education, Communities & Organisational Development (1)	6,614	0	0	6,614	107,883
<b>Binks R:</b> Corporate Director Education, Communities & Organisational Development (2)	99,741	0	0	99,741	0
<b>Long, L:</b> Corporate Director, Health and Social Care Partnership (3)	107,769	1,612	94	109,475	100,075
<b>Malone, G:</b> Head of Legal & Property Services	87,790	0	0	87,790	88,890
<b>Puckrin, A:</b> Chief Financial Officer	87,790	0	0	87,790	87,890
<b>Totals</b>	<b>615,611</b>	<b>1,786</b>	<b>94</b>	<b>617,491</b>	<b>611,890</b>

- (1) W Bain was in post until 10 April 2018. The full-time equivalent for the Corporate Director Education, Communities & Organisational Development was £107,769.
- (2) R Binks was appointed on 26 July 2018. The full-time equivalent for the Corporate Director Education, Communities & Organisational Development was £107,769.
- (3) L Long joined on 8 May 2017. As the Chief Officer of Inverclyde HSCP, 50% of her salary was funded by NHS Greater Glasgow and Clyde.

#### 4. 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 2019.

Leader of the Council, Provost and Senior Councillors	Year ended 31 March 2019			2017-2018
	Gross Salary	Taxable Expenses	Total Remuneration	Total Remuneration
	£	£	£	£
<b>Ahlfeld, R:</b> Chair, Licensing Board	19,120	0	19,120	18,919
<b>Brennan, M:</b> Provost (from 25 May 2017)	21,245	158	21,403	20,777
<b>Clocherty, J:</b> Depute Leader of the Council and Convener, Education & Communities	19,120	0	19,120	18,919
<b>Dorrian, G:</b> Chair, General Purposes	19,120	468	19,588	19,046
<b>McCabe, S:</b> Leader of the Council	28,326	322	28,648	27,888
<b>McCormick, M:</b> Convener, Environment & Regeneration	19,120	0	19,120	18,919
<b>McEleny, C:</b> Leader of the Opposition	19,120	0	19,120	18,919
<b>Moran, R:</b> Convener, Health & Social Care	19,120	84	19,204	19,344
<b>Rebecchi, L:</b> Convener, Audit	19,120	0	19,120	18,919
<b>Wilson, D:</b> Chair, Planning	19,120	301	19,421	19,244
<b>Totals</b>	<b>202,531</b>	<b>1,333</b>	<b>203,864</b>	<b>200,894</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.

## 5. 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 2018-2019 and 2017-2018 are shown below.

### Tiered Contribution Pay Rates

Full Time Equivalent (FTE) Pensionable Pay (2018-19)	Rate (%)
On earnings up to and including £21,300	5.50%
On earnings above £21,300 and up to £26,100	7.25%
On earnings above £26,100 and up to £35,700	8.50%
On earnings above £35,700 and up to £47,600	9.50%
On earnings above £47,600	12.00%

Full Time Equivalent (FTE) Pensionable Pay (2017-18)	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%

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 2019 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 2018-2019.

# Remuneration Report

Senior Officers	Accrued Pension Benefits		Change in Accrued Benefits		Pension Contributions made by Inverclyde		Length of Service at 31 March 2019 (years/days)
	as at 31 March 2019		since 31 March 2018		2018-2019	2017-2018	
	Pension £	Lump Sum £	Pension £	Lump Sum £	£	£	
<b>Fawcett, A:</b> Chief Executive	54,327	97,344	3,799	1,999	22,801	22,801	31/270
<b>Allan, R S:</b> Corporate Director Environment, Regeneration & Resources	55,814	108,987	3,463	2,376	20,799	20,799	36/235
<b>Bain, W:</b> Corporate Director Education, Communities & Organisational Development (until 10 April 2018)	63,136	0	59	0	1,277	20,799	34/66
<b>Binks, R:</b> Corporate Director Education, Communities & Organisational Development (from 26 July 2018)	6,633	0	2,137	0	19,250	15,147	3/247
<b>Long, L:</b> Corporate Director Health and Social Care Partnership (from 8 May 2017)	13,434	0	2,720	0	21,073	19,147	14/48
<b>Malone, G:</b> Head of Legal & Property Services	45,217	85,973	2,945	5,153	16,943	16,943	35/262
<b>Puckrin, A:</b> Chief Financial Officer	43,006	79,351	3,053	1,987	16,943	16,943	33/268
<b>Totals</b>	<b>281,567</b>	<b>371,655</b>	<b>18,176</b>	<b>11,515</b>	<b>119,086</b>	<b>132,579</b>	

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 2019		since 31 March 2018		2018-2019	2017-2018
	Pension £	Lump Sum £	Pension £	Lump Sum £	£	£
<b>Ahlfeld, R:</b> Chair, Licensing Board	3,582	0	455	0	3,690	3,651
<b>Brennan, M:</b> Provost (from 25 May 2017)	2,443	0	503	0	4,100	3,962
<b>Clocherty, J:</b> Depute Leader of the Council and Convener, Education & Communities (from 25 May 2017)	4,297	1,527	462	20	3,690	3,651
<b>Dorrian, G:</b> Chair, General Purposes	4,166	1,451	472	25	3,690	3,651
<b>McCabe, S:</b> Leader of the Council	5,491	0	1,140	(2,246)	5,467	5,319
<b>McCormick, M:</b> Convener, Environment & Regeneration	4,205	929	450	8	3,690	3,651
<b>McEleny, C:</b> Leader of the Opposition	557	0	151	0	3,690	3,651
<b>Moran, R:</b> Provost (resigned 3 May 2017), Convener, Health & Social Care (from 25 May 2017)	4,512	1,594	458	15	3,690	3,689
<b>Wilson, D:</b> Chair, Planning	4,297	1,426	462	(81)	3,690	3,651
<b>Totals</b>	<b>33,550</b>	<b>6,927</b>	<b>4,553</b>	<b>(2,259)</b>	<b>35,397</b>	<b>34,876</b>

Notes:

1. Councillor Rebecchi is not a member of the Pension Scheme.

# Remuneration Report

## 6. Councillors' Remuneration

The Council paid the salaries, allowances and expenses to Councillors (including the Senior Councillors above) detailed in the table below for 2018-2019. 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

<u>All Councillors (Information from public record)</u>	2018-2019	2017-2018
	£	£
Salaries	405,345	398,833
Travel costs - reimbursed	5,227	4,948
Travel costs - paid directly by the Council	1,390	7,729
Subsistence expenses - accommodation	187	0
Subsistence expenses - meals	38	50
Training and conferences - paid directly by the Council	5,505	5,313
Telephone and ICT expenses - reimbursed	1,382	1,504
Telephone and ICT expenses - paid directly by the Council	2,889	3,359
Other allowances and expenses	3,766	11
<b>Totals</b>	<b>425,729</b>	<b>421,747</b>

## 7. 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 2018-2019 in bands of £5,000; the details of the number of those employees who left the employment of the Council during 2018-2019; and the details of the number of those employees who were part or fully funded by other bodies.

<u>Officers over £50,000</u>	<u>Number of Employees</u>		<u>Left during</u>	<u>Part funded or fully funded by</u>
<u>Remuneration Bands</u>	<u>2018-2019</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>other organisations</u>
£50,000 - £54,999	54	54	7	6
£55,000 - £59,999	17	21	4	0
£60,000 - £64,999	4	5	1	0
£65,000 - £69,999	3	3	0	0
£70,000 - £74,999	3	2	1	0
£75,000 - £79,999	8	8	0	2
£80,000 - £84,999	1	0	1	0
£85,000 - £89,999	3	3	0	1
£90,000 - £94,999	1	0	0	0
£95,000 - £99,999	1	1	1	0
£100,000 - £104,999	0	0	0	0
£105,000 - £109,999	2	2	1	1
£110,000 - £114,999	0	0	0	0
£115,000 - £119,999	1	1	0	0
<b>Totals</b>	<b>98</b>	<b>100</b>	<b>16</b>	<b>10</b>

## 8. 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.

(a) Exit package cost band (including special payments)	(b) Number of compulsory redundancies		(c) Number of other departures agreed		(d) Total number of exit packages by cost band		(e) Total cost of exit packages in each band	
	2018-2019	2017-2018	2018-2019	2017-2018	[(b) + (c)]		£'s	
					2018-2019	2017-2018	2018-2019	2017-2018
£0 - £20,000	0	0	24	8	24	8	249,234	108,036
£20,001 - £40,000	0	0	7	9	7	9	161,647	272,201
£40,001 - £60,000	0	0	1	3	1	3	50,056	129,825
£60,001 - £80,000	0	0	2	1	2	1	146,007	67,861
£80,001 - £100,000	0	0	0	1	0	1	0	80,541
£100,001 - £150,000	0	0	0	2	0	2	0	249,387
£150,001 - £200,000	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>34</b>	<b>24</b>	<b>34</b>	<b>24</b>	<b>606,944</b>	<b>907,851</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 2018-2019. The above table includes £0.567 million liabilities relating to these releases (2017-2018 £0.841 million).

**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 19 staff members who were trade union officials during 2018-2019 (2017-2018: 23 staff).

## Percentage of time spent on facility time

Percentage of time	Number of Employees 2018-2019	Number of Employees 2017-2018
0%	0	0
1% - 50%	17	21
51% - 99%	1	0
100%	1	2

The total cost of facility time amounted to 0.06% (2017-2018: 0.07%) of the total pay bill, including gross amounts spent on wages, pension contributions and national insurance contributions. 8.03% of the total paid facility time hours was spent on trade union activities (2017-2018: 18.93%).



# 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 Non-Domestic 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 & Expenditure Statement.

### Expenditure and Funding Analysis 2018-2019

	Expenditure chargeable to the General Fund	Adjustments between the Funding and Accounting Basis	Adjustment to Insurance Fund	Net Expenditure in the Comprehensive Income & Expenditure Statement
	£000	£000	£000	£000
Education	81,538	7,008	(133)	88,413
Communities	5,414	3,492	(15)	8,891
Environment & Regeneration	27,596	2,252	(95)	29,753
Health & Social Care	49,844	4,169	(57)	53,956
Policy & Resources	14,326	9,119	5	23,450
<b>Net Cost of Services</b>	<b>178,718</b>	<b>26,040</b>	<b>(295)</b>	<b>204,463</b>
(Gain)/Loss on disposal of non-current assets	0	192	0	192
Financing and Investment (Income) and Expenditure (Note 4)	20,609	(3,313)	295	17,591
Taxation and Non-specific Grant Income (Note 5)	(189,879)	(11,553)	0	(201,432)
<b>(Surplus) or Deficit on the Provision of Services</b>	<b>9,448</b>	<b>11,366</b>	<b>0</b>	<b>20,814</b>
<b>Opening General Fund balance at 1 April 2018</b>	<b>43,286</b>			
Transfer (to)/from Other Statutory Reserves	918			
(Surplus)/Deficit on General Fund in the year	(9,448)			
<b>Closing General Fund balance at 31 March 2019</b>	<b>34,756</b>			

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

2018-2019	Adjustments for Capital purposes	Net change to Pension adjustments	Other differences	Total adjustments
	£000	£000	£000	£000
Education	9,426	3,405	(5,822)	7,009
Communities	3,175	208	108	3,491
Environment & Regeneration	1,116	2,020	(884)	2,252
Health & Social Care	(83)	4,130	122	4,169
Policy & Resources	803	7,836	480	9,119
<b>Net Cost of Services</b>	<b>14,437</b>	<b>17,599</b>	<b>(5,996)</b>	<b>26,040</b>
Other operating expenditure	192	0	0	192
Financing and Investment (Income) and Expenditure	(7,505)	2,457	1,735	(3,313)
Taxation and Non-specific Grant Income	(11,553)	0	0	(11,553)
<b>Difference between General Fund (Surplus)/Deficit and Comprehensive Income &amp; Expenditure Statement (Surplus)/Deficit on the Provision of Service</b>	<b>(4,429)</b>	<b>20,056</b>	<b>(4,261)</b>	<b>11,366</b>

# Expenditure and Funding Analysis

## Comparative Figures for 2017-2018 (Restated) \*

	Expenditure chargeable to the General Fund	Adjustments between the Funding and Accounting Basis Restated	Adjustments to Insurance Fund	Net Expenditure in the Comprehensive Income & Expenditure Statement Restated
	£000	£000	£000	£000
Education	79,572	7,493	(32)	87,033
Communities	6,731	2,623	(6)	9,348
Environment & Regeneration	30,464	1,853	(34)	32,283
Health & Social Care	47,667	4,516	(13)	52,170
Policy & Resources	13,490	(439)	(1)	13,050
<b>Net Cost of Services</b>	<b>177,924</b>	<b>16,046</b>	<b>(86)</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)	20,238	(2,153)	86	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>8,123</b>	<b>4,776</b>	<b>0</b>	<b>12,899</b>
<b>Opening General Fund balance at 1 April 2017</b>	<b>51,227</b>			
Transfer (to)/from other statutory reserves	182			
(Surplus)/Deficit on General Fund in the year	(8,123)			
<b>Closing General Fund balance at 31 March 2018</b>	<b>43,286</b>			

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

2017-2018 (Restated) *	Adjustments for Capital purposes Restated	Net change to Pension adjustments	Other differences	Total adjustments
	£000	£000	£000	£000
Education	10,741	2,857	(6,105)	7,493
Communities	2,372	188	63	2,623
Environment & Regeneration	734	2,171	(1,052)	1,853
Health & Social Care	507	3,735	274	4,516
Policy & Resources	480	(1,355)	436	(439)
<b>Net Cost of Services</b>	<b>14,834</b>	<b>7,596</b>	<b>(6,384)</b>	<b>16,046</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>(901)</b>	<b>12,191</b>	<b>(6,514)</b>	<b>4,776</b>

(\* ) The 2017-2018 figures have been restated to reflect the management restructure that took place from 1 April 2018 details of which can be found in the Management Commentary.

## 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 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 & Expenditure Statement.

## Other Differences

### Other Statutory Adjustments

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

- **For financing and investment (income) and expenditure** – the other statutory adjustments column recognises adjustments to the General Fund for the timing differences for premiums and discounts.

### Other Non-Statutory Adjustments

Other non-statutory adjustments represent amounts debited/credited to service segments which need to be adjusted against the 'Other income and expenditure from the Expenditure and Funding Analysis' line to comply with the presentational requirements in the CIES:

- **For financing and investment (income) and expenditure** the other non-statutory adjustment column recognises adjustments to service segments, e.g. for interest income and expenditure and changes in the fair values of investment properties.

# 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:

	2018-2019	2017-2018
<b>Expenditure</b>	<b>£000</b>	
Employee Benefits Expenses	137,817	120,606
Depreciation, Amortisation, Impairment	19,327	21,049
Payment to IJB	49,653	47,420
Other Service Expenses	123,343	130,027
Interest Payments	17,591	18,171
(Gain) or Loss on the Disposal of Assets	192	1,163
<b>Total Expenditure</b>	<b>347,923</b>	<b>338,436</b>
<b>Income</b>		
Fees, Charges and Other Service Income	(36,456)	(36,567)
Payment from IJB	(49,653)	(47,420)
Income from Council Tax	(28,900)	(29,726)
Government Grants and Contributions	(212,100)	(211,824)
<b>Total Income</b>	<b>(327,109)</b>	<b>(325,537)</b>
<b>(Surplus)/Deficit on the Provision of Service</b>	<b>20,814</b>	<b>12,899</b>

## Segmental Income

Income received on a segmental basis is analysed below:

	2018-2019	2017-2018
	Income from	Income from
	Services	Services
	£000	£000
<b>Services</b>		(Restated)
Education	(16,546)	(13,162)
Communities	(355)	(286)
Environment & Regeneration	(18,974)	(20,080)
Health & Social Care	(72,710)	(70,862)
Policy & Resources	(29,303)	(33,125)
<b>Total Income Analysed on a Segmental Basis</b>	<b>(137,888)</b>	<b>(137,515)</b>

(\*) The 2017-2018 figures have been restated to reflect the management restructure that took place from 1 April 2018, details of which can be found in the Management Commentary.

# Comprehensive Income & Expenditure Statement

The Comprehensive Income & 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*.

2017-2018 (Restated)*				2018-2019		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000
94,464	(7,058)	87,406	Education	98,481	(10,068)	88,413
8,925	(166)	8,759	Communities	9,238	(347)	8,891
46,559	(14,061)	32,498	Environment & Regeneration	42,963	(13,210)	29,753
123,032	(70,862)	52,170	Health & Social Care	126,666	(72,710)	53,956
45,731	(32,680)	13,051	Policy & Resources	51,942	(28,492)	23,450
<b>318,711</b>	<b>(124,827)</b>	<b>193,884</b>	<b>Cost of Services</b>	<b>329,290</b>	<b>(124,827)</b>	<b>204,463</b>
		1,163	Other Operating Expenditure and (Income) -			
			(Gain)/Loss on disposal of non-current assets			192
		18,171	Financing and Investment (Income) and			
			Expenditure (Note 4)			17,591
		(200,319)	Taxation and Non-specific Grant			
			Income (Note 5)			(201,432)
		<b>12,899</b>	<b>(Surplus) or Deficit on the Provision of Services</b>			<b>20,814</b>
		(534)	(Surplus) or deficit on the revaluation of non current			
			assets			(3,140)
		2,579	Impairment losses on non-current assets charged to the			
			Revaluation Reserve			1,920
		(102,873)	Remeasurement of the net defined benefit pensions			
			liability (Note 16)			32,484
		<b>(100,828)</b>	<b>Other Comprehensive (Income) and Expenditure</b>			<b>31,264</b>
		<b>(87,929)</b>	<b>Total Comprehensive (Income) and Expenditure</b>			<b>52,078</b>

(\*) The 2017-2018 figures have been restated to reflect the management restructure that took place from 1 April 2018 details of which can be found in the Management Commentary.

# 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 2018

31 March 2019

£000		Note	£000
483,152	Property, Plant & Equipment	7	491,501
18,059	Heritage Assets	10	18,059
121	Intangible Assets		115
2,552	Long-term Debtors	11	2,492
<b>503,884</b>	<b>Non-current Assets</b>		<b>512,167</b>
19,041	Short-term Investments	20	5,036
501	Assets Held for Sale	8	250
183	Inventories		313
11,587	Short-term Debtors	11	9,572
14,536	Cash and Cash Equivalents	12	12,809
<b>45,848</b>	<b>Current Assets</b>		<b>27,980</b>
(12,640)	Short-term Borrowing	20	(17,276)
(35,634)	Short-term Creditors	13	(37,611)
(956)	Short-term Provisions	14	(511)
(1,580)	Short-term Finance Leases	15	(1,711)
<b>(50,810)</b>	<b>Current Liabilities</b>		<b>(57,109)</b>
(197,301)	Long-term Borrowing	20	(182,562)
	Other Long-term Liabilities:		
(62,379)	Finance Leases	15	(60,772)
(82,272)	Pensions	16	(134,812)
<b>(341,952)</b>	<b>Long-term Liabilities</b>		<b>(378,146)</b>
<b>156,970</b>	<b>Net Assets</b>		<b>104,892</b>
53,995	Usable Reserves	3	44,833
102,975	Unusable Reserves	18	60,059
<b>156,970</b>	<b>Total Reserves</b>		<b>104,892</b>

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

Issued on: 26 September 2019

# 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 2019

	Usable Reserves						Unusable Reserves	Total Reserves of the Council
	General Fund Balance	Capital Grants and Receipts 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 2018 Carried Forward</b>	<b>43,286</b>	<b>0</b>	<b>3,169</b>	<b>3,249</b>	<b>4,291</b>	<b>53,995</b>	<b>102,975</b>	<b>156,970</b>
<b>Movement in Reserves during 2018-2019</b>								
Total Comprehensive Income & Expenditure	(20,814)	0	0	0	0	(20,814)	(31,264)	(52,078)
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 2)	11,366	0	0	0	0	11,366	(11,366)	0
<b>Net Increase or (Decrease) before</b>								
<b>Transfers to Other Statutory Reserves</b>	<b>(9,448)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,448)</b>	<b>(42,630)</b>	<b>(52,078)</b>
Transfers (to) and from Other Statutory Reserves	918	0	(934)	7	295	286	(286)	0
<b>Increase or (Decrease) in the Year</b>	<b>(8,530)</b>	<b>0</b>	<b>(934)</b>	<b>7</b>	<b>295</b>	<b>(9,162)</b>	<b>(42,916)</b>	<b>(52,078)</b>
<b>Balance at 31 March 2019 Carried Forward</b>	<b>34,756</b>	<b>0</b>	<b>2,235</b>	<b>3,256</b>	<b>4,586</b>	<b>44,833</b>	<b>60,059</b>	<b>104,892</b>

## Comparative Figures for Year ended 31 March 2018

	Usable Reserves						Unusable Reserves	Total Reserves of the Council
	General Fund Balance	Capital Grants and Receipts 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>51,227</b>	<b>0</b>	<b>2,260</b>	<b>3,162</b>	<b>4,128</b>	<b>60,777</b>	<b>8,263</b>	<b>69,040</b>
<b>Movement in Reserves during 2017-2018</b>								
Total Comprehensive Income & Expenditure	(12,898)	0	0	0	0	(12,898)	100,828	87,930
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 2)	4,775	0	0	0	0	4,775	(4,775)	0
<b>Net Increase or (Decrease) before</b>								
<b>Transfers to Other Statutory Reserves</b>	<b>(8,123)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(8,123)</b>	<b>96,053</b>	<b>87,930</b>
Transfers (to) and from Other Statutory Reserves	182	0	909	87	163	1,341	(1,341)	0
<b>Increase or (Decrease) in the Year</b>	<b>(7,941)</b>	<b>0</b>	<b>909</b>	<b>87</b>	<b>163</b>	<b>(6,782)</b>	<b>94,712</b>	<b>87,930</b>
<b>Balance at 31 March 2018 Carried Forward</b>	<b>43,286</b>	<b>0</b>	<b>3,169</b>	<b>3,249</b>	<b>4,291</b>	<b>53,995</b>	<b>102,975</b>	<b>156,970</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.

2017-2018 £000		2018-2019 £000
(12,899)	Net surplus or (deficit) on the provision of services	(20,814)
38,436	Adjustments to net surplus or (deficit) on the provision of services for non-cash movements (Note 26)	43,053
13,000	Adjustments for items included in the net surplus or (deficit) on the provision of services that are investing and financing activities (Note 26)	(2,188)
<b>38,537</b>	<b>Net cash inflow from Operating Activities (Note 26)</b>	<b>20,051</b>
(35,642)	Investing Activities (Note 27)	(9,892)
(2,295)	Financing Activities (Note 28)	(11,886)
<b>600</b>	<b>Net increase or (decrease) in cash and cash equivalents</b>	<b>(1,727)</b>
13,936	Cash and cash equivalents at the beginning of the reporting period	14,536
<b>14,536</b>	<b>Cash and cash equivalents at the end of the reporting period (Note 12)</b>	<b>12,809</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 2017-2018 are provided in an additional table for the purposes of comparison.

2018-2019	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	19,251				(19,251)			(19,251)
Amortisation of intangible assets	76				(76)			(76)
Capital grants and contributions applied	(11,553)				11,553			11,553
Capital expenditure charged in-year to the General Fund balance.	(4,890)				4,890			4,890
Net gain or (loss) on non-current asset disposals	192				(192)			(192)
Statutory provision for the principal repayment of loan charges	(13,214)				13,214			13,214
Amount by which finance costs charged to the CIES are different from finance costs chargeable in the year in accordance with statutory requirements	1,735					(1,735)		(1,735)
Reversal of items relating to retirement benefits debited or credited to the CIES (see note 16)	33,181			(33,181)				(33,181)
Employers' pension contributions payable in the year	(13,125)			13,125				13,125
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	(287)						287	287
<b>Total Adjustments</b>	<b>11,366</b>	<b>0</b>	<b>0</b>	<b>(20,056)</b>	<b>10,138</b>	<b>(1,735)</b>	<b>287</b>	<b>(11,366)</b>

# Notes to the Principal Financial Statements

## Comparative Information 2017-2018

2017-2018	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	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>

### 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 & 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 2017	Transfers Out 2017-2018	Transfers In 2017-2018	Balance at 31 March 2018	Transfers Out 2018-2019	Transfers In 2018-2019	Balance at 31 March 2019
	£000	£000	£000	£000	£000	£000	£000
<b>Earmarked Reserves:</b>							
Digital Strategy	297	(80)	0	217	(20)	0	197
School Estate Management Plan	3,511	(373)	0	3,138	(1,206)	0	1,932
Contribution to Riverside Inverclyde	2,177	(253)	298	2,222	(1,254)	0	968
Miscellaneous Policy & Resources Committee Reserves	1,091	(495)	854	1,450	(654)	315	1,111
Miscellaneous Environment & Regeneration Committee Reserves	2,616	(1,710)	751	1,657	(661)	899	1,895
Renewal of Clune Park Area	1,684	(142)	0	1,542	(107)	850	2,285
Asset Management Plan	1,140	(2,162)	1,729	707	(133)	0	574
Support for Owners	772	(772)	0	0	0	0	0
Major Events 2019-2021	0	0	345	345	(195)	0	150
Community Fund	0	0	350	350	(6)	0	344
Early Retiral/Voluntary Severance Reserve	5,148	(908)	0	4,240	(602)	0	3,638
Revenue Contribution to Capital Programme	8,309	(7,439)	3,832	4,702	(4,702)	1,365	1,365
Miscellaneous Education & Communities Reserves	1,405	(954)	625	1,076	(528)	513	1,061
Vehicle Replacement Programme	229	(1,128)	1,129	230	(37)	0	193
Equal Pay	3,579	(1,840)	0	1,739	(484)	0	1,255
Youth Employment	70	(25)	500	545	(82)	170	633
Repopulating/Promoting Inverclyde	137	(19)	500	618	(23)	0	595
Beacon Arts Centre	259	(259)	120	120	(65)	0	55
Temporary Use of Reserves - Revenue Budget	4,630	(4,630)	3,000	3,000	(340)	340	3,000
Anti Poverty Fund	1,383	(556)	673	1,500	(234)	36	1,302
Loans Charges Reserve	6,104	0	392	6,496	(1,410)	1,000	6,086
Roads Defects & Drainage Works	202	(202)	204	204	(204)	200	200
General Revenue Grant 2017-2018	0	0	523	523	(523)	0	0
Pay and Grading Costs 2019/20	0	0	0	0	0	830	830
<b>Total Earmarked Reserves</b>	<b>44,743</b>	<b>(23,947)</b>	<b>15,825</b>	<b>36,621</b>	<b>(13,470)</b>	<b>6,518</b>	<b>29,669</b>
Non-earmarked balance	6,481	0	184	6,665	(1,578)	0	5,087
<b>Total General Fund Balance</b>	<b>51,224</b>	<b>(23,947)</b>	<b>16,009</b>	<b>43,286</b>	<b>(15,048)</b>	<b>6,518</b>	<b>34,756</b>
Capital Fund	2,260	0	909	3,169	(934)	0	2,235
Repairs & Renewal Fund	3,162	0	87	3,249	0	7	3,256
Insurance Fund	4,128	0	163	4,291	0	295	4,586
<b>Total Usable Reserves</b>	<b>60,774</b>	<b>(23,947)</b>	<b>17,168</b>	<b>53,995</b>	<b>(15,982)</b>	<b>6,820</b>	<b>44,833</b>

## Note 4 Financing and Investment (Income) and Expenditure

	2018-2019	2017-2018
	£000	£000
Interest payable and similar charges:		
- Schools' Public Private Partnership finance lease	4,726	5,041
- Other interest payments and similar charges	11,138	9,060
Net interest on the defined benefit pension liability	2,457	4,595
Interest receivable and similar income	(730)	(525)
<b>Total</b>	<b>17,591</b>	<b>18,171</b>

## Note 5 Taxation and Non-specific Grant Income

	2018-2019	2017-2018
	£000	£000
Income from Council Tax	(28,900)	(29,726)
Distribution from Non-Domestic Rates pool	(18,363)	(21,283)
General Revenue Grant	(142,616)	(139,030)
Recognised Capital Grants and contributions	(11,553)	(10,280)
<b>Total</b>	<b>(201,432)</b>	<b>(200,319)</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 (attributable revenue grants) or Taxation and Non-specific Grant Income (non-ring-fenced revenue grants and all capital grants). Where capital grants are credited to the CIES, they are reversed out of the General Fund balance in the Movement in Reserves Statement.

# Notes to the Principal Financial Statements

The Council credited the following grants, contributions and donations to the CIES in 2018-2019:

	2018-2019	2017-2018
	£000	£000
<b>Credited to Taxation and Non-specific Grant Income</b>		
General Revenue Grant	(142,616)	(139,030)
Distribution from Non-Domestic Rates pool	(18,363)	(21,283)
General Capital Grant (excludes amounts directly credited to Services)	(7,872)	(9,336)
Capital Grants	(3,680)	(944)
<b>Credited to Services</b>		
Housing Benefit	(26,236)	(28,256)
Housing Benefit Administration	(389)	(419)
Other Housing	(1,696)	(2,454)
Community Service Grant	(121)	(64)
Social Work	(2,851)	(2,220)
Education	(7,930)	(6,528)
Employability	(243)	(1,028)
Other	(103)	(262)
<b>Total</b>	<b>(212,100)</b>	<b>(211,824)</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.

	2018-2019	2017-2018
	£000	£000
Fees payable to Audit Scotland with regard to external audit services carried out by the appointed auditor for the year.	248	243
	<b>248</b>	<b>243</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 & 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.

### 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, depreciated replacement cost or insurance replacement cost has been used as an estimate of current 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 current value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their current 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

Assets are assessed at each year-end as to whether there is any indication of 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.

## 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 Other Operating Expenditure line in 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 & 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. 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.

Where a material item of Property, Plant & 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.

## 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.

# Notes to the Principal Financial Statements

## Movement on Balances

The movements on balances for Property, Plant & Equipment (PPE) are shown in the following table. Figures for 2017-2018 are provided in an additional table below for the purposes of comparison.

## Movements in 2018-2019

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets not for Sale £000	Assets Under Construction £000	Schools PPP Assets £000	Total PPE £000
<b>Cost or Valuation</b>								
At 1 April 2018	344,635	19,536	80,849	325	3,359	9,648	90,608	<b>548,960</b>
Additions in year	17,433	2,875	5,207	136	20	1,093	23	<b>26,787</b>
Disposals in year	(767)	(815)						<b>(1,582)</b>
Revaluation adjustments to Revaluation Reserve	3,139							<b>3,139</b>
Revaluation adjustments to CIES								<b>0</b>
Reclassifications to/from Held for Sale								<b>0</b>
Other reclassifications	8,951					(8,951)		<b>0</b>
<b>At 31 March 2019</b>	<b>373,391</b>	<b>21,596</b>	<b>86,056</b>	<b>461</b>	<b>3,379</b>	<b>1,790</b>	<b>90,631</b>	<b>577,304</b>
<b>Depreciation and Impairment</b>								
At 1 April 2018	27,230	14,031	19,714	268	0	50	4,328	<b>65,621</b>
Depreciation charge for the year	10,712	1,907	2,752				2,146	<b>17,517</b>
Impairment losses to Revaluation Reserve	1,399							<b>1,399</b>
Impairment losses to CIES	1,860							<b>1,860</b>
Depreciation on disposals	(177)	(811)						<b>(988)</b>
On Revaluations to Revaluation Reserve	521							<b>521</b>
On Revaluations to CIES	(127)							<b>(127)</b>
Reclassifications to/from Held for Sale								<b>0</b>
Other reclassifications	50					(50)		<b>0</b>
<b>At 31 March 2019</b>	<b>41,468</b>	<b>15,127</b>	<b>22,466</b>	<b>268</b>	<b>0</b>	<b>0</b>	<b>6,474</b>	<b>85,803</b>
<b>Balance Sheet amount at 31 March 2019</b>	<b>331,923</b>	<b>6,469</b>	<b>63,590</b>	<b>193</b>	<b>3,379</b>	<b>1,790</b>	<b>84,157</b>	<b>491,501</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>Nature of asset holding</b>								
Owned	314,924	6,469	63,590	193	3,379	1,790		<b>390,345</b>
Managed properties	16,999							<b>16,999</b>
PPP							84,157	<b>84,157</b>

# Notes to the Principal Financial Statements

## Comparative Movements in 2017-2018

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets not for Sale £000	Assets 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



# Notes to the Principal Financial Statements

## Commitments under Capital Contracts

At 31 March 2019, 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 £11.630 million. Similar contracts at 31 March 2018 were £8.686 million. The major capital commitments include:

	£000
St Mary's Primary School Refurbishment & Extension	4,774
Gourock Primary School Extension	1,733
Crosshill Childrens Home Replacement	1,292

## 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	1,234	6,239	59,219	43	0	1,790	0	68,525
Valued at fair value as at:								
31 March 2019	27,932				43			27,975
31 March 2018	971							971
31 March 2017	14,132							14,132
31 March 2016	287,884		4,371	150	3,336		84,157	379,898
31 March 2015								0
<b>Total Cost or Valuation</b>	<b>332,153</b>	<b>6,239</b>	<b>63,590</b>	<b>193</b>	<b>3,379</b>	<b>1,790</b>	<b>84,157</b>	<b>491,501</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 2019, the Council had one asset held for sale valued at £0.250 million (31 March 2018 £0.501 million).

	31 March 2019	31 March 2018
	£000	£000
<b>Opening Balance at 1 April</b>	501	500
Assets newly classified as "held for sale": Property, Plant & Equipment	0	1
Revaluation adjustments to Revaluation Reserve	(251)	0
<b>Closing Balance at 31 March</b>	<b>250</b>	<b>501</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.

	2018-2019	2017-2018
	£000	£000
<b>Opening Capital Financing Requirement</b>	310,422	309,545
Capital Investment:		
~ Capital Expenditure	26,859	30,752
~ Leased equipment and Schools PPP assets	0	0
<b>Total Capital Investment for the year</b>	<b>26,859</b>	<b>30,752</b>
Sources of Finance:		
~ Capital receipts from the sale of assets	(182)	(267)
~ Government grants and other contributions	(11,553)	(10,280)
~ Capital from current revenue	(4,890)	(6,217)
~ Loans Fund principal repayment (including finance leases & PPP)	(13,214)	(13,111)
<b>Total Capital Financing for the year</b>	<b>(29,839)</b>	<b>(29,875)</b>
<b>Closing Capital Financing Requirement</b>	<b>307,442</b>	<b>310,422</b>

	2018-2019	2017-2018
	£000	£000
<b>Explanation of movements in the year:</b>		
~ Increase/(Reduction) in underlying need to borrow	(1,504)	2,606
~ Increase/(Reduction) in finance leases obligations	0	0
~ Increase/(Reduction) in PPP finance lease creditor	(1,476)	(1,729)
<b>Increase/(Reduction) in Capital Financing Requirement</b>	<b>(2,980)</b>	<b>877</b>

# Notes to the Principal Financial Statements

## 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 value 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 & 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

	2018-2019	2017-2018
	Total Assets	Total Assets
	£000	£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 2019				31 March 2018			
	Short-term		Long-term		Short-term		Long-term	
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Scottish Government (including NHS bodies)</b>		<b>4,049</b>		<b>0</b>		<b>4,259</b>		<b>0</b>
<b>Central Government bodies</b>		<b>544</b>		<b>0</b>		<b>1,237</b>		<b>0</b>
<b>Other Local Authorities</b>		<b>457</b>		<b>0</b>		<b>96</b>		<b>0</b>
Council Tax receivable from tax payers	16,367		0		16,328		0	
Impairment allowance for doubtful debts	(15,393)		0		(13,765)		0	
<b>Council Tax (net of impairment)</b>		<b>974</b>		<b>0</b>		<b>2,563</b>		<b>0</b>
Trade debtors	8,322		0		8,222		0	
Impairment allowance for doubtful debts	(4,827)		0		(4,843)		0	
<b>Trade Debtors (net of impairment)</b>		<b>3,495</b>		<b>0</b>		<b>3,379</b>		<b>0</b>
Other entities and individuals	53		2,492		53		2,552	
Impairment allowance for doubtful debts	0		0		0		0	
<b>Other entities and individuals (net of impairment)</b>		<b>53</b>		<b>2,492</b>		<b>53</b>		<b>2,552</b>
<b>Totals for Short-term and Long-term Debtors</b>		<b>9,572</b>		<b>2,492</b>		<b>11,587</b>		<b>2,552</b>

In March 2013, the Council made a long-term loan of £1.969 million to Inverclyde Property Renovation 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 2019	31 March 2018
	£000	£000
Cash held by the Council	6	6
Bank current accounts	7,784	14,530
Deposits up to three months with UK Banks, Buildings Societies and Local Authorities	5,019	0
<b>Total Cash and Cash Equivalents</b>	<b>12,809</b>	<b>14,536</b>

# Notes to the Principal Financial Statements

## Note 13 Creditors

### Short Term Creditors

	31 March 2019 £000	31 March 2018 £000
Scottish Government (including NHS bodies)	(8,376)	(7,703)
Central Government bodies	(2,770)	(3,362)
Other Local Authorities	(387)	(318)
Trade Creditors	(25,188)	(22,918)
Public Corporations	(533)	(453)
Other Entities & Individuals	(357)	(880)
<b>Total Short-term Creditors</b>	<b>(37,611)</b>	<b>(35,634)</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 & Expenditure Statement when the Council has an 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 2018-2019

	Balance at 1 April 2018 £000	Additional Provisions made in 2018-2019 £000	Amounts used in 2018-2019 £000	Unused amounts written back in 2018-2019 £000	Balance at 31 March 2019 £000
Compensation Payments (note 1)	(58)		26		(32)
Municipal Mutual Insurance Claims (note 2)	(290)	(7)	0		(297)
Holeburn Hydro Feasibility (note 3)	(15)		15		0
St Stephen's High Demolition (note 4)	(490)		308		(182)
Greenock Academy Site Contamination Provision (note 5)	(103)		103		0
<b>Total Short-term Provisions</b>	<b>(956)</b>	<b>(7)</b>	<b>452</b>	<b>0</b>	<b>(511)</b>

# Notes to the Principal Financial Statements

## 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 balance of the Council's share of costs of feasibility study into a Hydro Electric Scheme which is no longer progressing.
4. For the demolition of the former St Stephen's High School on termination of short-term lease. Previously disclosed as a long-term provision, the final works will be completed in 2019-2020.
5. For the removal of asbestos from the former 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 & 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.

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 2019 (assuming an adjusted inflation rate of 1.67% and excluding any estimation of availability and performance deductions) are as follows:

	Future Payments for services (including lifecycle maintenance)	Repayment of Liability	Finance Interest Estimated Inflation	Contingent Rentals	Total
	£000	£000	£000	£000	£000
Not later than 1 year	3,565	1,711	3,734	1,022	10,032
Later than 1 year and not later than 5 years	15,334	7,587	13,881	5,116	41,918
Later than 5 years and not later than 10 years	20,139	13,132	14,286	9,142	56,699
Later than 10 years and not later than 15 years	25,128	15,250	10,042	11,332	61,752
Later than 15 years and not later than 20 years	27,254	20,808	4,864	14,764	67,690
Payable within 21 to 25 years	6,162	3,995	129	2,214	12,500
<b>Total</b>	<b>97,582</b>	<b>62,483</b>	<b>46,936</b>	<b>43,590</b>	<b>250,591</b>

## Fair Value of Liability

The treasury advisor to Inverclyde Council has assessed the fair value of the lease liability as £91.6 million. The impact of a 1% increase in the discount factor is assessed at £8.5 million and would reduce the fair value to £83.1 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:

	2018-2019	2017-2018
	£000	£000
<b>Balance outstanding at the start of the year</b>	63,959	65,688
Payments during the year	(1,476)	(1,729)
Capital expenditure incurred in the year	0	0
<b>Balance outstanding at year-end</b>	<b>62,483</b>	<b>63,959</b>
Included in Balance Sheet		
~ Current	1,711	1,580
~ Non-current	60,772	62,379
	<b>62,483</b>	<b>63,959</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 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 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.
- For contribution from 2009 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.



# Notes to the Principal Financial Statements

The following transactions have been included in the accounting statements in 2018-2019 and the prior year 2017-2018.

	31 March 2019	31 March 2018
	£000	£000
<b>Comprehensive Income &amp; Expenditure Statement (CIES)</b>		
<i>Cost of Services:</i>		
<i>Service Cost comprising:</i>		
~ Current service cost	21,825	19,246
~ Past service costs (including curtailments)	8,899	179
~ Unfunded benefits	0	0
<i>Financing and Investment Income and Expenditure:</i>		
~ Net interest expense	2,457	4,595
<b>Total Post-employment Benefit charged to (Surplus) or Deficit on the Provision of Services</b>	<b>33,181</b>	<b>24,020</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	(18,198)	(5,553)
~ Actuarial (gains) or losses arising on changes in demographic assumptions	0	(1,929)
~ Actuarial (gains) or losses arising on changes in financial assumptions	49,527	(27,406)
~ Actuarial (gains) or losses arising on changes in experience assumptions	1,155	(67,985)
<b>Total Post-employment Benefit Charged to the CIES</b>	<b>32,484</b>	<b>(102,873)</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	(19,359)	114,702
<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>13,125</b>	<b>11,829</b>

## 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 2019	31 March 2018
	£000	£000
Present value of the defined benefit obligation*	(728,666)	(644,216)
Fair value of pension fund assets	593,854	561,944
<b>Net Liability arising from Defined Benefit Obligation</b>	<b>(134,812)</b>	<b>(82,272)</b>
<i>*Unfunded liabilities included in the figure for present value of liabilities</i>		
~ unfunded liabilities for Pension Fund	(25,098)	(23,898)
~ teachers' unfunded pensions	(15,632)	(14,991)
~ unfunded liabilities prior to 1996 local government reorganisation	(6,592)	(6,793)

# Notes to the Principal Financial Statements

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

	2018-2019	2017-2018
	£000	£000
<b>Opening balance at 1 April</b>	(644,216)	(718,564)
Current service cost	(21,825)	(19,246)
Interest cost	(17,610)	(18,737)
Contributions by Pension Fund participants	(3,294)	(2,997)
Re-measurement gains and (losses)		
~ Actuarial gains/(losses) from changes in demographic assumptions	0	1,929
~ Actuarial gains/(losses) from changes in financial assumptions	(49,527)	27,406
~ Actuarial gains/(losses) from changes in experience assumptions	(1,155)	67,985
Past service costs (including curtailments)	(8,899)	(179)
Settlements	0	0
Benefits paid	17,860	18,187
<b>Closing balance at 31 March</b>	<b>(728,666)</b>	<b>(644,216)</b>

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

	2018-2019	2017-2018
	£000	£000
<b>Opening fair value of pension fund assets</b>	561,944	545,610
Interest income	15,153	14,142
Re-measurement gains and (losses):		
~ expected rate of return on pension fund assets	18,198	5,553
The effect of changes in foreign exchange rates	0	0
Contributions from employers	13,125	11,829
Contributions from employees into the scheme	3,294	2,997
Benefits paid	(17,860)	(18,187)
<b>Closing fair value of pension fund assets</b>	<b>593,854</b>	<b>561,944</b>

# Notes to the Principal Financial Statements

## Analysis of Pension Fund's Assets

Inverclyde Council's share of the Pension Fund's assets at 31 March 2019 comprised:

	31 March 2019			31 March 2018		
	Quoted Prices in Active Markets £000	Prices not Quoted in Active Markets £000	Totals £000	Quoted Prices in Active Markets £000	Prices not Quoted in Active Markets £000	Totals £000
Cash and cash equivalent	30,571	29,463	60,034	28,928	27,880	56,808
Equity instruments	136,990	360	137,350	129,627	340	129,967
Debt instruments	18,633	0	18,633	17,632	0	17,632
Real Estate	0	53,768	53,768	0	50,879	50,879
Derivatives	12	0	12	12	0	12
Private Equity	0	70,963	70,963	0	67,150	67,150
Investment Funds	194,929	58,165	253,094	184,456	55,040	239,496
Asset-backed Securities	0	0	0	0	0	0
Structured Debt	0	0	0	0	0	0
<b>Total assets</b>	<b>381,135</b>	<b>212,719</b>	<b>593,854</b>	<b>360,655</b>	<b>201,289</b>	<b>561,944</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 2.4%) 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 38 includes a sensitivity analysis for the pension obligation based on possible changes of these assumptions occurring at the reporting date.

	2018-2019	2017-2018
Long-term expected rate of return on assets in the Fund:		
~ Equity Investments	2.7%	2.7%
~ Bonds	2.7%	2.7%
~ Property	2.7%	2.7%
~ Cash	2.7%	2.7%
Rate of inflation	2.5%	2.4%
Rate of increase in salaries	3.7%	3.6%
Rate of increase in pensions	2.5%	2.4%
Rate for discounting Fund liabilities	2.4%	2.7%
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	21.4
~ Women	23.7	23.7
Longevity at 65 for future pensioners (years):		
~ Men	23.4	23.4
~ Women	25.8	25.8

### 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 2018 to 31 March 2021.

The Local Government Pension Scheme in Scotland moved from 1 April 2015 to a 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 2020 is £10.61 million.

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

## 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 0.8% during the year ended 31 March 2018. The actual contributions for the year ended 31 March 2019 will not be published until November 2019, however the Council assumes that the percentage contribution will be similar to 31 March 2018.

In 2018-2019, Inverclyde Council paid £5.426 million in respect of teachers' retirement benefits, representing 17.2% of pensionable pay. The figures for 2017-2018 were £5.168 million and 17.0%. 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 pages.

### Summary of Year-end Balances

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

	31 March 2019	31 March 2018
	£000	£000
Revaluation Reserve	147,529	146,462
Capital Adjustment Account	54,954	44,949
Financial Instruments Adjustment Account	(4,231)	(2,496)
Pensions Reserve	(134,812)	(82,272)
Employee Statutory Adjustment Account	(3,381)	(3,668)
<b>Balance at 31 March</b>	<b>60,059</b>	<b>102,975</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 & equipment. The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created.

	2018-2019	2017-2018
	£000	£000
<b>Balance at 1 April</b>	146,463	148,700
Revaluation of non-current assets not posted to the Surplus or (Deficit) on the Provision of Services	3,140	534
Difference between fair value depreciation and historical cost depreciation written off to Capital Adjustment Account	(154)	(193)
Impairments Charged to Revaluation Reserve Account	(1,920)	(2,579)
<b>Balance at 31 March</b>	<b>147,529</b>	<b>146,462</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, apart from those involving the Revaluation Reserve.

	2018-2019	2017-2018
	£000	£000
<b>Balance at 1 April</b>	44,949	38,701
Items relating to capital expenditure charged to CIES:		
~ Charges for depreciation and impairment of non-current assets	(19,327)	(21,049)
~ Disposals of non-current assets	(661)	(2,771)
Transfers from Revaluation Reserve	154	193
Capital financing applied in the year:		
~ Use of the Capital Receipts Reserve to finance new capital expenditure	182	267
~ Capital grants and contributions credited to the CIES that have been applied to capital financing	11,553	10,280
~ Loans Fund principal repayments	13,214	13,111
~ Capital financed from current revenue	4,890	6,217
<b>Balance at 31 March</b>	<b>54,954</b>	<b>44,949</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.

# Notes to the Principal Financial Statements

	2018-2019	2017-2018
	£000	£000
<b>Balance at 1 April</b>	(2,496)	(2,626)
Amount by which finance costs charged to the CIES Statement are different from finance costs chargeable in the year in accordance with statutory requirements	(1,735)	130
<b>Balance at 31 March</b>	<b>(4,231)</b>	<b>(2,496)</b>

## 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 2017 set employer's contribution rates for Inverclyde Council at 19.3% for the period 1 April 2018 to 31 March 2021.

	2018-2019	2017-2018
	£000	£000
<b>Balance at 1 April</b>	(82,272)	(172,954)
Actuarial gains or (losses) on pension assets and liabilities	(32,484)	102,873
Reversal of items relating to net charges for retirement benefits charged to Surplus or (Deficit) on the Provision of Services in the CIES	(33,181)	(24,020)
Employers' pension contributions paid to Strathclyde Pension Fund	13,125	11,829
<b>Balance at 31 March</b>	<b>(134,812)</b>	<b>(82,272)</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.

	2018-2019	2017-2018
	£000	£000
<b>Balance at 1 April</b>	(3,668)	(3,558)
Settlement or cancellation of accrual made at the end of the preceding year	3,668	3,558
Amounts accrued at the end of the current year	(3,381)	(3,668)
<b>Balance at 31 March</b>	<b>(3,381)</b>	<b>(3,668)</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

# Notes to the Principal Financial Statements

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.

## 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 2018-2019 were £0.195 million (2017-2018: £0.206 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 2019	31 March 2018
	£000	£000
Not later than one year	140	176
Later than one year and not later than five years	70	163
Later than five years	311	324
	<b>521</b>	<b>663</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 2018-2019 was £0.765 million (2017-2018 £0.793 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 2019	31 March 2018
	£000	£000
Not later than one year	731	600
Later than one year and not later than five years	1,271	1,582
Later than five years	1,212	1,131
	<b>3,214</b>	<b>3,313</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.



# Notes to the Principal Financial Statements

- Level 3 inputs – unobservable inputs for the liability (or asset).

## Financial Assets

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

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

The authority's business model is to hold investments to collect contractual cash flows. Financial assets are therefore classified as amortised cost.

Financial assets measured at amortised cost are recognised on the Balance Sheet when the authority becomes party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and (Investment) Income and Expenditure line in the CIES for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For all financial assets held by the Council, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) in addition to any adjustment to the Financial Instrument Adjustment Account and interest credited to the CIES is the amount receivable for the year in the loan agreement.

## Expected Credit Loss Model

The authority recognises expected credit losses on all its financial assets held at amortised cost, either on a 12-month or lifetime basis. Only lifetime losses are recognised for trade receivables (debtors), lease receivables and contract assets held by the authority. 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.

## Categories of Financial Instruments

The following categories of financial instruments were carried in the Balance Sheet; all financial instruments are classified as Amortised Cost:

# Notes to the Principal Financial Statements

Financial Assets	Non-Current		Current	
	31 March 2019	31 March 2018	31 March 2019	31 March 2018
	£000	£000	£000	£000
<b>Investments</b>				
Loans and receivables	0	0	5,036	19,041
<b>Cash and Cash Equivalents</b>				
Cash and Cash Equivalents	0	0	12,809	14,536
<b>Debtors</b>				
Loans and receivables (note 1)	2,492	2,552	6,684	6,603
<b>Borrowings</b>				
Financial Liabilities at amortised cost	(182,562)	(197,301)	(17,276)	(12,640)
<b>Other Long Term Liabilities</b>				
PPP and finance lease liabilities	(60,772)	(62,379)	(1,711)	(1,580)
<b>Creditors</b>				
Financial Liabilities at amortised cost (note 2)	0	0	(26,568)	(26,064)

## Notes

1. Of the items on the Balance Sheet, Short-term Loans and Receivables net of £2.888 million (2017-2018 £4.984m) are not regarded as Financial Instruments.
2. Of the items on the Balance Sheet, Short-term Financial Liabilities net of £11.043 million (2017-2018 £9.570m) are not regarded as Financial Instruments.

## Reclassifications

The adoption of IFRS 9 has had no impact on the classification of financial assets and they continue to be held as amortised costs as they were under IAS 39. There has been no movement in opening balances as a result of transition to IFRS 9.

## 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 £8.418 million (2017-2018 £8.668 million) and interest income of £0.237 million (2017-2018 £0.248 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 Code requires 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.

# Notes to the Principal Financial Statements

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

Financial Assets	31 March 2019		31 March 2018	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
Loans and receivables - deposits with banks	5,036	5,036	19,041	19,041
Loans and receivables - cash and cash equivalents	12,809	12,809	14,536	14,536
Long-term debtors	2,492	2,492	2,552	2,552
Short-term debtors (at cost)	6,684	6,684	6,603	6,603
<b>TOTAL</b>	<b>27,021</b>	<b>27,021</b>	<b>42,732</b>	<b>42,732</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 2019		31 March 2018	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£000	£000	£000	£000
Borrowing - PWLB & Non-PWLB Debt	199,838	298,806	209,942	308,703
School PPP Lease	62,483	91,577	63,959	91,214
Short-term creditors (at cost)	26,568	26,568	26,064	26,064
<b>TOTAL</b>	<b>288,889</b>	<b>416,951</b>	<b>299,965</b>	<b>425,981</b>

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.

# Notes to the Principal Financial Statements

	31 March 2019	31 March 2018
	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	5,036	19,041
<b>Total</b>	<b>5,036</b>	<b>19,041</b>
<b>Financial Liabilities</b>		
Financial Liabilities held at amortised cost		
- PWLB & Non-PWLB Borrowings	298,806	308,703
- PPP Finance Lease Liabilities	91,577	91,214
<b>TOTAL</b>	<b>390,383</b>	<b>399,917</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 2019
- 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 2019 and applying an annuity repayment profile using the PWLB new borrowing rate for a comparable period (21 years) at 31 March 2019.

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 £298.806 million to £370.195 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.

# Notes to the Principal Financial Statements

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 four 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 Services. 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 £19.637 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 2019 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 (expected credit loss) of £4.827 million (2017-2018 £4.843 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 £11.511 million of the £14.003 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.

	31 March 2019 £000	31 March 2018 £000
Less than three months	10,746	10,983
Three to six months	136	61
Six months to one year	245	116
More than one year	384	286
	<b>11,511</b>	<b>11,446</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

## Notes to the Principal Financial Statements

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 and Resources Committee. The maturity analysis of financial liabilities is as follows:

	31 March 2019 £000	31 March 2018 £000
Less than one year	45,564	44,501
Later than 1 year and not later than 2 years	6,806	15,142
Later than 2 years and not later than 5 years	31,058	22,704
Later than 5 years and not later than 10 years	14,468	8,813
Later than 10 years and not later than 30 years	48,088	7,601
Later than 30 years and not later than 50 years	67,185	66,400
Over fifty years	75,720	76,000
	<b>288,889</b>	<b>241,161</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 45% 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 2019, with all other variables held constant.

	31 March 2019 £000	31 March 2018 £000
<b>Impact on taxpayer</b>		
Increase on interest payable on variable rate borrowings	594	624
Increase in interest receivable on variable rate lending	(196)	(150)
<b>Net effect on Comprehensive Income &amp; Expenditure Statement</b>	<b>398</b>	<b>474</b>
<b>Other presentational changes</b>		
A decrease in the "fair value" of fixed rate borrowing (disclosure confined to the Notes to the Accounts)	(31,049)	(30,320)
	<b>(31,049)</b>	<b>(30,320)</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 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 2018-2019 is shown on page 19 within the Remuneration Report. 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 page 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.

### 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.



# Notes to the Principal Financial Statements

	2018-2019				2017-2018			
	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)	1,334	(128)	877	(11)	1,592	(78)	947
Riverside Inverclyde Limited*1	0	3,658	(407)	0	0	881	(176)	86
Inverclyde Renovation Limited	0	0	0	0	0	0	0	0
Greenock Arts Guild Ltd (the Beacon Arts Centre)	0	276	(9)	0	0	285	(39)	0
Inverclyde Community Development Trust	(5)	1,834	(395)	4	(22)	3,788	(76)	1
River Clyde Homes	(274)	975	(39)	3	(177)	2,510	(61)	3

## Notes:

\*1 Further details of these entities are disclosed in the Group Accounts Note 31 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 44-49.

### Joint Boards

The Council is a member of the Joint Boards for Valuation, Strathclyde Partnership for Transport and Strathclyde Concessionary Travel Scheme. The Councils contributions are disclosed in the Group Accounts Note 31 Combining Entities on pages 75-76.

### 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 2018-2019 the Council collected £19.9 million and received £0.1 million to the Non-Domestic Rates pool (2017-2018 £19.5 million and £0.5 million). The Council also bills and collects domestic water and sewerage charges on behalf of Scottish Water with the Council Tax. During 2018-2019 the Council collected and paid over £12.119 million (2017-2018 £11.96 million) and received £0.302 million (2017-2018 £0.302 million) for providing this service.

### 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



## Notes to the Principal Financial Statements

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, if the Employees' action is successful will result in a liability to the Council.

An 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 liability for non-funded costs.

There may be a future liability regarding the change in provision of Regeneration Services and specifically with regards to a Council commitment to underwrite certain projects which Riverside Inverclyde progressed on behalf of the Council.

As a result of a European Commission audit payment of certain European grant claims is suspended at a national level until appropriate corrective action is taken. While the Council is confident that its claims are robust there remains a risk that claims will not be paid. The extent of that risk cannot be quantified at this time.

Due to difficulties with the grant claim process for which the Council is lead partner there is a risk that the Council faces a potential liability in the event that the project does not fully deliver on the agreed outcomes and may not recover the full grant amount.

A Legal ruling regarding transitional provisions in public sector pensions schemes being unlawfully age discriminatory may impact on the pension liability and service cost. The extent of any impact is not known at this stage.

The Council is unaware of any other material contingent asset or liability at 31 March 2019.

### 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 audited Statement of Accounts on 26 September 2019. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2019, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of the information.

The pension line in the Balance Sheet on page 27 and Note 16: Defined Benefit Pension Schemes have been adjusted from the draft financial statements issued on the 27 June 2019 to include an estimate of the impact of the McCloud judgement and of the changes in the guaranteed minimum pension (GMP) rules.

The Government Actuary's Department (GAD) has estimated that the impact for the LGPS England & Wales as a whole could be to increase active member liabilities by 3.2%, based on a given set of actuarial assumptions. The Strathclyde pension Fund actuary has adjusted the GAD's estimate to better reflect the Fund's local assumptions and circumstances, particularly for

## Notes to the Principal Financial Statements

salary increases and withdrawal rates. The revised estimate results in around 1.8% increase in active member liabilities as at 31 March 2019 which results in an increase in the pension liability of £6,463,000 for Inverclyde Council which has been reflected in the Balance Sheet as at 31 March 2019.

In addition guaranteed minimum pension (GMP) rules were changed in 2019 so that the responsibility for ensuring GMPs kept pace with inflation passed in full to pension schemes themselves for members reaching state pension age between 6 April 2016 and 5 April 2021. The estimated impact of GMP indexation is to increase the total liabilities by approximately £1,863,000 for Inverclyde Council which has also been reflected in the Balance sheet as at 31 March 2019.

The financial statements and notes have not been adjusted for the following events which took place after 31 March 2019 as they provide information that is relevant to an understanding of the Council's financial position but do not relate to conditions at that date:

- As at 30 June 2019 the Council took on the pension liability of Riverside Inverclyde (RI). The pension line in the single entity Balance Sheet on page 27 does not reflect this liability however the Liabilities in Associates line in the Group Balance sheet on page 73 includes the Council's share of the liability as at 31 March 2019. The total value of the pension liability is £0.381 million.

### Note 26 Cash Flow Statement – Operating Activities

# Notes to the Principal Financial Statements

	2018-2019	2017-2018
	£ 000	£ 000
<b>Net surplus or (deficit) on the Provision of Services</b>	<b>(20,814)</b>	<b>(12,899)</b>
<b>Adjustments to net surplus or (deficit) on the provision of services for non-cash movements</b>		
Depreciation, amortisation & impairment	19,327	21,049
Net (gain) or loss on non-current assets	192	1,163
Movement in pension liability	20,056	12,191
(Increase) or decrease in inventories	(129)	239
(Increase) or decrease in debtors	2,075	(1,217)
Increase or (decrease) in creditors and provisions	1,532	5,011
	<b>43,053</b>	<b>38,436</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 borrowing movements	306	(81)
Non-cash investing movements	(2,494)	13,081
	<b>(2,188)</b>	<b>13,000</b>
<b>Net cash flow from Operating Activities</b>	<b>20,051</b>	<b>38,537</b>

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

	2018-2019	2017-2018
	£ 000	£ 000
Interest received	237	225
Interest paid	(8,457)	(8,681)
Interest element of finance lease and PPP payments	(4,726)	(5,041)
<b>Net cash flow from Servicing of Finance</b>	<b>(12,946)</b>	<b>(13,497)</b>

## Note 27 Cash Flow Statement – Investing Activities

# Notes to the Principal Financial Statements

	2018-2019	2017-2018
	£000	£000
Purchase of property, plant and equipment and intangible assets	(26,860)	(30,753)
Purchase of short-term and long-term investments	(13,500)	(46,000)
Other payments for investing activities	0	0
Proceeds from sale of property, plant and equipment and intangible assets	468	1,608
Proceeds from short-term and long-term investments	30,000	39,503
Other receipts from investing activities	0	0
<b>Net cash flows from investing activities</b>	<b>(9,892)</b>	<b>(35,642)</b>

## Note 28 Cash Flow Statement – Financing Activities

	2018-2019	2017-2018
	£000	£000
Cash receipts of short-term and long-term borrowing	8,000	1
Cash payments for the reduction of the outstanding liabilities relating to finance leases for schools PPP contracts	(1,476)	(1,729)
Repayment of short-term and long-term borrowing	(18,410)	(567)
<b>Net cash flows from financing activities</b>	<b>(11,886)</b>	<b>(2,295)</b>

## Note 29 Reconciliation of Liabilities arising from Financing Activities

	2017-2018 1 April	Financing cash flows	Non-cash changes		2018-2019 31 March
			Acquisition	Other non- cash changes	
	£000	£000	£000	£000	£000
Long-term borrowings	197,301	(15,045)	0	306	182,562
Short-term borrowings	12,640	4,636	0	0	17,276
PPP liability	63,959	(1,476)	0	0	62,483
<b>Total liabilities from financing activities</b>	<b>273,900</b>	<b>(11,885)</b>	<b>0</b>	<b>306</b>	<b>262,321</b>

# Notes to the Principal Financial Statements

## Note 30 Error on Disposal of Property, Plant & Equipment – Restatement of 2017-2018

The Council identified that the proceeds from the sale of fixed assets had been incorrectly accounted for in 2016-2017 and 2017-2018. The error meant that the proceeds from the sale of fixed assets were transferred from the General Fund rather than the Capital Adjustment Account resulting in an understatement of the General Fund Balance by £2.074 million and an overstatement of the Capital Adjustment Account balance by £2.074 million. The Council has since reviewed its fixed asset disposal process and has made appropriate changes and introduced additional internal controls to ensure such events are unlikely to recur.

In order to correct this error, the Council has restated the prior year information for 2017-2018 for the £2.074 million through the usable and unusable reserves line in the balance sheet. The following are the relevant extracted lines from the Balance Sheet and Movement in Reserves Statement.

The CIPFA Code of Practice on Local Authority Accounting in the United Kingdom requires that an authority present a balance sheet at the beginning of the preceding period when an authority makes a retrospective restatement. As the error was also made in 2016-2017, a restated opening balance sheet for the relevant extracted lines is also presented below. The following table demonstrates the effect on the line items in the Balance sheet for the opening balance as at 1 April 2017 and for the financial year 2017-2018. The restated prior period Balance sheet is provided with the current year information on page 27 of the financial statements.

### Effect on line items in the Balance Sheet as at 31 March 2018

	Opening Balance Sheet 1 April 2017 £000	Restated Opening Balance Sheet 1 April 2017 £000	Originally Stated 2017-2018 £000	Restated 2017-2018 £000	Amount of Restatement £000
Usable Reserves	60,043	60,776	51,921	53,995	2,074
Unusable Reserves	8,999	8,266	105,049	102,975	(2,074)
<b>Total Reserves</b>	<b>69,042</b>	<b>69,042</b>	<b>156,970</b>	<b>156,970</b>	<b>0</b>

The following Restatement was also required for the Movement in Reserves Statement. The restated prior period Movement in Reserves Statement is provided with the current year information on page 28 of the financial statements.

### Movement in Reserves Statement – General Fund and Unusable Reserves

	Originally Stated £000	Restated £000	Amount of Restatement £000	Originally Stated £000	Restated £000	Amount of Restatement £000
Balance at 31 March 2017	50,494	51,227	733	8,996	8,263	(733)
Transfers (to) and from Other Statutory Reserves	(1,159)	182	1,341	0	(1,341)	(1,341)
<b>Increase or (Decrease) in the Year</b>	<b>(9,282)</b>	<b>(7,941)</b>	<b>1,341</b>	<b>96,053</b>	<b>94,712</b>	<b>(1,341)</b>
Balance at 31 March 2018 Carried Forward	41,212	43,286	2,074	105,049	102,975	(2,074)

# Council Tax Income Account

The Council Tax Income Account shows the gross income raised from Council Taxes levied and deductions made under statute. 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.

	2018-2019	2017-2018
	£000	£000
Gross Council Tax levied and contributions in lieu	43,094	41,688
Adjustment: Council Tax Reduction Scheme	(6,383)	(6,238)
Less:		
Other discounts and reductions	(5,764)	(5,492)
Write offs	(9)	(2)
Impairment Allowance for doubtful debts	(990)	(536)
<b>Net Council Tax income</b>	<b>29,948</b>	<b>29,420</b>
Add/(Less) Prior years' Council Tax adjustments	(1,048)	306
<b>Net Council Tax income transferred to General Fund</b>	<b>28,900</b>	<b>29,726</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>				36	11	0	33	8	200/60	14
<b>Band A</b>	19,022	1,223	36	23	8,871	466	15,335	5,031	240/60	6,869
<b>Band B</b>	5,935	245	23	16	2,694	98	4,691	1,280	280/360	2,863
<b>Band C</b>	3,535	96	16	13	1,260	53	3,095	526	320/360	2,284
<b>Band D</b>	3,369	81	13	24	1,101	42	3,003	206	360/360	2,797
<b>Band E</b>	3,559	81	24	21	893	45	3,229	91	473/360	4,123
<b>Band F</b>	1,916	37	21	7	336	25	1,769	37	585/360	2,815
<b>Band G</b>	1,434	17	7	0	208	18	1,349	11	705/360	2,620
<b>Band H</b>	215	4	0	0	27	3	203	0	882/360	497

\* 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**

Impairment Allowance for doubtful debt at 1.78%

**Council Tax Base**

2

**24,884**

(411)

**24,473**

# 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 2018-2019 was £1,233.94.

£ Per Year

Band A	822.63
Band B	959.73
Band C	1,096.84
Band D	1,233.94
Band E	1,621.26
Band F	2,005.15
Band G	2,416.47
Band H	3,023.15

The Council Tax bill is reduced by 25% where a dwelling has only one occupant, by 100% where the property is empty, whilst an increased charge of 50% was 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

The Non-Domestic Rates Income 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 2018-2019 was 1.7%. Indicators suggest the Council is not due any additional income for the year.

The amount deemed to be collected locally was £18.363m (£21.283m 2017-2018). The sum actually collected locally and contributed to the pool was £20.040m (£19.971m 2017-2018).

	2018-2019	2017-2018
	£ 000	£ 000
Gross rates levied	28,636	27,676
Relief and other remissions	(7,933)	(7,253)
Payment of interest	0	0
Provision for bad and doubtful debts	(771)	(845)
<b>Net non-domestic rate income</b>	<b>19,932</b>	<b>19,578</b>
Adjustments for years prior to introduction of national non-domestic rate pool	0	0
Non-domestic rates income retained by authority	0	(59)
Contribution from/(to) national non-domestic rate pool	108	452
<b>Net non-domestic rate income transferred to General Fund</b>	<b>20,040</b>	<b>19,971</b>

	2018	2017
	£000	£000
<b>Rateable values at 1 April</b>		
Commercial	29,193	28,036
Industrial / freight transport	6,868	7,669
Others	21,763	21,636
	<b>57,824</b>	<b>57,341</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 £ announced each year by the Scottish Government. For 2018-2019 the charge was 48p in the £ for properties with a rateable value under £51,000. For properties with a rateable value over £51,000 the charge was 50.6p in the £.



# 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 2019. Each year, applications for funding support are considered by the Council's Policy & Resources Committee.

## Summary Income and Expenditure Account for the Year Ended 31 March 2019

2017-2018		Usable Reserves:		Unusable Reserves:		2018-2019
		Revenue	Revaluation	Reserve	Total	
£000		£000	£000	£000	£000	£000
177	Gross Expenditure	171	0	0	171	
(127)	Gross Income	(128)	0	0	(128)	
<b>50</b>	<b>Cost of Service</b>	<b>43</b>	<b>0</b>	<b>0</b>	<b>43</b>	
0	Interest Payable and Similar Charges	0	0	0	0	
0	Interest and Investment Income	0	0	0	0	
<b>0</b>	<b>Financing and Investment Income and Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>50</b>	<b>(Surplus) or Deficit on Provision of Services</b>	<b>43</b>	<b>0</b>	<b>0</b>	<b>43</b>	
	<b>Other Income and Expenditure</b>					
0	Unrealised gains on revaluation of land and buildings	0	(6)	(6)	(6)	
<b>50</b>		<b>43</b>	<b>(6)</b>	<b>(6)</b>	<b>37</b>	
	<b>Transfers between Reserves</b>					
0	Transfer from Revaluation Reserve	(62)	62	62	0	
<b>50</b>	<b>(Increase) or Decrease in the Year</b>	<b>(19)</b>	<b>56</b>	<b>37</b>	<b>37</b>	
(1,463)	Balance on Reserves brought forward	(7)	(1,406)	(1,413)	(1,413)	
<b>(1,413)</b>	<b>Balance on Reserves carried forward</b>	<b>(26)</b>	<b>(1,350)</b>	<b>(1,376)</b>	<b>(1,376)</b>	

## Balance Sheet at 31 March 2019

31 March 2018		Notes	31 March 2019
£000			£000
	<b>Non-current Assets</b>		
1,406	Property, Plant & Equipment	1	1,350
	<b>Current Assets</b>		
2	Short-term investments		2
2	Short-term debtors		11
3	Deposits up to 3 months with Inverclyde Council		13
	<b>Current Liabilities</b>		
0	Overdraft up to 3 months with Inverclyde Council		0
<b>1,413</b>	<b>Net Assets</b>		<b>1,376</b>
7	Usable Reserves: Revenue Reserve		26
1,406	Unusable Reserves: Revaluation Reserve		1,350
<b>1,413</b>	<b>Total Reserves</b>		<b>1,376</b>

## Notes to the Common Good

### 1. Property, Plant & Equipment

	2018-2019 Other Land & Buildings £000	2017-2018 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*	6	0
<b>At 31 March</b>	<b>1,575</b>	<b>1,569</b>
<b>Depreciation and Impairment</b>		
At 1 April	163	101
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>225</b>	<b>163</b>
<b>Balance Sheet amount at 31 March</b>	<b>1,350</b>	<b>1,406</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 2017.

### 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 2018-2019 was £0.119 million (2017-2018 £0.121 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 2019	31 March 2018
	£000	£000
Not later than one year	88	111
Later than one year and not later than five years	238	243
Later than five years	472	519
	<b>798</b>	<b>873</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 reserves of the trusts for 2018-2019 are as follows:

	2018 - 2019				2017-2018
	Income £000	Expenditure £000	Revaluations £000	Reserves £000	Reserves £000
<b>1. The Birkmyre Trust</b>	19	41	328	1,512	1,206
To ensure the availability of recreational facilities within the Birkmyre Park, Kilmacolm.					
<b>2. The Watt Institution Trust</b>	0	38	0	40	78
For the maintenance, preservation, repair, improvement and furnishing of the Watt Library and McLean Museum and Art Gallery.					
<b>3. McLeod Trust Port Glasgow High School</b>	3	5	0	66	68
To provide scholarships for pupils of Port Glasgow High School from disadvantaged backgrounds or with no history of further education.					
<b>4. Peter Stanton Memorial Trust (SC021862)</b>	0	5	0	3	8
For the promotion of recreational or other leisure activities for disabled persons in Inverclyde.					
<b>Total Trust Funds</b>	<b>22</b>	<b>89</b>	<b>328</b>	<b>1,621</b>	<b>1,360</b>

# Group Comprehensive Income & Expenditure Statement

The Group Comprehensive Income & 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*.

2017-2018 (Restated)				2018-2019		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£000	£000	£000		£000	£000	£000
94,091	(7,058)	87,033	Education	98,481	(10,068)	88,413
9,514	(166)	9,348	Communities	9,238	(347)	8,891
46,344	(14,061)	32,283	Environment & Regeneration	42,963	(13,210)	29,753
123,032	(70,862)	52,170	Health & Social Care	126,666	(72,710)	53,956
45,731	(32,681)	13,050	Policy & Resources	51,942	(28,492)	23,450
310	(151)	159	Common Good	259	(150)	109
<b>319,022</b>	<b>(124,979)</b>	<b>194,043</b>	<b>Cost of Services</b>	<b>329,549</b>	<b>(124,977)</b>	<b>204,572</b>
		1,163	Other Operating Expenditure and (Income) - (Gain)/Loss on disposal of non-current assets			192
		18,171	Financing and Investment (Income) and Expenditure (Note 4)			17,591
		(200,319)	Taxation and Non-specific Grant Income (Note 5)			(201,432)
		<b>13,058</b>	<b>(Surplus) or Deficit on the Provision of Services</b>			<b>20,923</b>
		(4,164)	Share of the (surplus) or deficit on the provision of services by associates and joint ventures (Note 32)			(1,159)
		<b>8,894</b>	<b>Group (Surplus) or Deficit</b>			<b>19,764</b>
		(534)	(Surplus) or deficit on the revaluation of non current assets			(3,476)
		2,579	Impairment losses on non-current assets charged to the Revaluation Reserve			1,920
		(102,873)	Remeasurement of the net defined benefit pensions liability (Note 16)			32,484
		(3,069)	Share of other Comprehensive (Income) and Expenditure of associates and joint ventures (Note 32)			1,249
		<b>(103,897)</b>	<b>Other Comprehensive (Income) &amp; Expenditure</b>			<b>32,177</b>
		<b>(95,003)</b>	<b>Total Comprehensive (Income) &amp; Expenditure</b>			<b>51,941</b>

# Group Balance Sheet

The Balance Sheet is a snapshot of the value at the 31 March 2019 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 2018

31 March 2019

£000		Note	£000
485,769	Property, Plant & Equipment		494,353
18,059	Heritage Assets		18,059
121	Intangible Assets		115
19,393	Investments in Associates	33	20,164
2,552	Long-term Debtors		2,492
<b>525,894</b>	<b>Non-current Assets</b>		<b>535,183</b>
19,112	Short-term Investments		5,105
501	Assets Held for Sale		250
184	Inventories		313
11,589	Short-term Debtors		9,583
14,536	Cash and Cash Equivalents		12,809
<b>45,922</b>	<b>Current Assets</b>		<b>28,060</b>
(12,556)	Short-term Borrowing		(17,189)
(35,636)	Short-term Creditors		(37,631)
(956)	Short-term Provisions		(511)
(1,580)	Short-term Finance Leases		(1,711)
<b>(50,728)</b>	<b>Current Liabilities</b>		<b>(57,042)</b>
0	Long-term Provisions		0
(197,301)	Long-term Borrowing		(182,562)
(343)	Liabilities in Associates	33	(1,205)
	Other Long-term Liabilities:		
(62,379)	Finance Leases		(60,772)
(82,272)	Pensions		(134,812)
<b>(342,295)</b>	<b>Long-term Liabilities</b>		<b>(379,351)</b>
<b>178,793</b>	<b>Net Assets/(Liabilities)</b>		<b>126,850</b>
53,995	Usable Reserves of the Council		44,833
102,975	Unusable Reserves of the Council		60,059
	Usable Reserves, Share of Reserves of Subsidiaries, Associates and		
9,253	Joint Ventures		9,254
	Unusable Reserves, Share of Reserves of Subsidiaries, Associates and		
12,570	Joint Ventures		12,704
<b>178,793</b>	<b>Total Reserves</b>		<b>126,850</b>

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

Issued on: 26 September 2019

# 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 2019

	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 2018</b>	43,286	7,540	3,169	53,995	102,975	9,253	12,570	178,793
<b>Movement in Reserves during 2018-2019</b>								
Surplus or (Deficit) on Provision of Services	(20,814)			(20,814)		1,050		(19,764)
Other Comprehensive (Expenditure) and Income					(31,264)	82	(995)	(32,177)
<b>Total Comprehensive (Expenditure) and Income</b>	<b>(20,814)</b>	<b>0</b>	<b>0</b>	<b>(20,814)</b>	<b>(31,264)</b>	<b>1,132</b>	<b>(995)</b>	<b>(51,941)</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 1)	11,366			11,366	(11,366)	(1,129)	1,129	0
<b>Net Increase or (Decrease) before Transfers to/from Other Statutory Reserves</b>	<b>(9,448)</b>	<b>0</b>	<b>0</b>	<b>(9,448)</b>	<b>(42,630)</b>	<b>3</b>	<b>134</b>	<b>(51,941)</b>
Transfers (to) and from Other Statutory Reserves	918	302	(934)	286	(286)	(2)		(2)
<b>Increase or (Decrease) in the Year</b>	<b>(8,530)</b>	<b>302</b>	<b>(934)</b>	<b>(9,162)</b>	<b>(42,916)</b>	<b>1</b>	<b>134</b>	<b>(51,943)</b>
<b>Balance at 31 March 2019 Carried Forward</b>	<b>34,756</b>	<b>7,842</b>	<b>2,235</b>	<b>44,833</b>	<b>60,059</b>	<b>9,254</b>	<b>12,704</b>	<b>126,850</b>

## Comparative Figures for 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>	51,227	7,290	2,260	60,777	8,263	5,946	8,802	83,788
<b>Movement in Reserves during 2017-2018</b>								
Surplus or (Deficit) on Provision of Services	(12,898)			(12,898)		4,003		(8,895)
Other Comprehensive (Expenditure) and Income				0	100,828		3,070	103,898
<b>Total Comprehensive (Expenditure) and Income</b>	<b>(12,898)</b>	<b>0</b>	<b>0</b>	<b>(12,898)</b>	<b>100,828</b>	<b>4,003</b>	<b>3,070</b>	<b>95,003</b>
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 1)	4,775			4,775	(4,775)	(698)	698	0
<b>Net Increase or (Decrease) before Transfers to/from Other Statutory Reserves</b>	<b>(8,123)</b>	<b>0</b>	<b>0</b>	<b>(8,123)</b>	<b>96,053</b>	<b>3,305</b>	<b>3,768</b>	<b>95,003</b>
Transfers (to) and from Other Statutory Reserves	182	250	909	1,341	(1,341)	2		2
<b>Increase or (Decrease) in the Year</b>	<b>(7,941)</b>	<b>250</b>	<b>909</b>	<b>(6,782)</b>	<b>94,712</b>	<b>3,307</b>	<b>3,768</b>	<b>95,005</b>
<b>Balance at 31 March 2018 Carried Forward</b>	<b>43,286</b>	<b>7,540</b>	<b>3,169</b>	<b>53,995</b>	<b>102,975</b>	<b>9,253</b>	<b>12,570</b>	<b>178,793</b>

## Note 31 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 2019. 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 71 to 73 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 2018-2019, Inverclyde Council contributed £1.420 million or 3.95% (2017-2018 £1.449 million) of the Partnership's estimated running costs and its share of the year-end net asset of £13.098 million (2017-2018 £12.997 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 the area. The costs of the Scheme are met by a combination of funding from the 12 Councils and direct grant funding from the Scottish Government. Strathclyde Partnership for Transport administers the Scheme on behalf of the Board. In 2018-2019, Inverclyde Council contributed £0.164 million or 4.02% (2017-2018 £0.168 million) of the Board's estimated running costs and its share of the year-end net asset of £0.051 million (2017-2018 £0.063 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 an 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 2018-2019, Inverclyde Council contributed £0.513 million or 23.30% (2017-2018 £0.503 million) of the Board's estimated running costs and its share of the year-end net liability of £0.679 million (2017-2018 £0.342 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 liability at 31 March 2019 was £1.183 million (2017-2018 £0.283 million net asset) and its net deficit for the year was £0.728 million (2017-2018 £0.334 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 2018-2019 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 2018-2019, Inverclyde Council contributed £1.334 million (as per note 22 Related Parties) or 23.70% of the charity's turnover and its share of the year-end net liability of £0.526 million (2017-2018 £0.126 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 2019 were £10.122 million (2017-2018 £9.929 million) and its net gain for the year was £0.594 million (2017-2018 £0.117 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 2018-2019, Inverclyde Council contributed £3.658 million (2017-2018 £0.881 million) or 62.5% of the charity's turnover, and its share of the year-end asset of £3.374 million (2017-2018 £3.309 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 2018-2019 was £53.9m (2017-2018: £52.1 million), and its share of the year-end asset of £3.641 million (2017-2018: £2.898 million) is included in the Group Balance Sheet.

## Subsidiaries

### Common Good and Trust Funds

The Council is the sole trustee of the Common Good and Charitable Trust Funds and summary financial results for these organisations appear on pages 68 to 70.

## 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 is 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 £0.155 million to the committee's estimated running costs in 2018-2019 (£0.171 million in 2017-2018).
- Greenock Arts Guild Ltd runs the main arts venue for the Inverclyde area, the Beacon Arts Centre in Greenock. During 2018-2019 the Council provided revenue and capital grants to the Beacon Arts Centre totalling £0.276 million (£0.285 million in 2017-2018).



# Notes to the Group's Principal Financial Statements

## Note 32 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*.

	2018-2019 £000	2017-2018 £000
<b>Share of the (surplus) or deficit on the provision of services by Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	(485)	(3,610)
Strathclyde Concessionary Travel Scheme Joint Board	12	5
Renfrewshire Valuation Joint Board	130	80
Inverclyde Leisure	(1)	(6)
Riverside Inverclyde	(73)	285
Inverclyde Integrated Joint Board	(743)	(918)
	(1,160)	(4,164)
<b>Share of Other Comprehensive (Income) and Expenditure of Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	384	(1,965)
Strathclyde Concessionary Travel Scheme Joint Board	0	0
Renfrewshire Valuation Joint Board	206	(797)
Inverclyde Leisure	652	101
Riverside Inverclyde	7	(408)
Inverclyde Integrated Joint Board	0	0
	1,249	(3,069)

## Note 33 Group Assets and Liabilities of Associates and Joint Ventures

	2018-2019 £000	2017-2018 £000
<b>Net Assets of Associates and Joint Ventures</b>		
Strathclyde Partnership for Transport	13,098	12,997
Strathclyde Concessionary Travel Scheme Joint Board	51	63
Riverside Inverclyde	3,374	3,309
Inverclyde Integrated Joint Board	3,641	2,898
Inverclyde Leisure		126
	20,164	19,393
<b>Net Liabilities of Associates and Joint Ventures</b>		
Renfrewshire Valuation Joint Board	(679)	(350)
Inverclyde Leisure	(526)	
	(1,205)	(350)

## Note 34 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 2018-2019 supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under Section 12 of the 2003 Act. 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:

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.
- Supplies are recorded as expenditure when they are consumed. Where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest payable on borrowings and receivable on investments is accounted for on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract. 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.

The authority is not required to raise Council Tax to fund depreciation, revaluation and impairment losses or amortisation. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to the Statutory Repayment of Loans Fund Advances. Depreciation, revaluation and impairment losses and amortisation are therefore replaced by the contribution in the Statutory Repayment of Loans Fund Advances, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statements.

### 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 are made up of consumable stock. Consumable stock brought into account is included in the Balance Sheet at the lower of cost and net realisable value.

## 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.

### Note 35 Group Accounting Policies

The Code of Practice on Local Authority Accounting in the United Kingdom 2018-2019 (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.

## A 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.

# Accounting Policies, Judgements and Assumptions

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 31 Combining Entities.

## B 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.

## C 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.

## D 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.

## E Property, Plant & Equipment

### Measurement

The basis of valuation across the combining entities is in accordance with IFRS’s. PPE 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.

## F 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 36 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:

- Annual improvements to IFRS Standards 2014-2016 Cycle;
- IFRIC 22 Foreign Currency transactions and Advance Consideration;
- IFRIC 23 Uncertainty over Income Tax treatments;
- Amendments to IFRS 9 Financial Instruments: Prepayment features with negative compensation

The Code requires implementation from 1 April 2019 and there is therefore no impact on the 2018-2019 financial statements.

## Note 37 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 & equipment is not materially different from fair value at 31 March 2019.
- 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 budget process, which drives through efficiency savings, will provide sufficient resources to finance future liabilities.

# Accounting Policies, Judgements and Assumptions

## Note 38 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 2019 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 (£65.4 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 1% increase (£10.8 million) in the employer's obligation.</li> <li>• A 0.5% increase in the pension increase rate would result in a 7% increase (£53.3 million) in the employer's obligation.</li> </ul>
Trade Debtors – Collection levels of arrears	At 31 March 2019, the Council had a trade debtor balance of £8.18 million. A review of significant balances suggested that an allowance for doubtful debts of 57.3% (£4.69 million) was appropriate. However, in the current economic climate it is not certain that such an allowance will be sufficient.	If collection rates were to deteriorate, a 100% provision for doubtful debts would require an additional £3.49 million to be set aside as an allowance.
Property, Plant & 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 whether 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 an asset is reduced, depreciation increases and the carrying amount of the asset falls. It is estimated that the annual depreciation charge for buildings would increase by £1.1 million for every year that useful lives are reduced.



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

### Report on the audit of the financial statements

#### Opinion on the 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 2019 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the group and council-only Comprehensive Income and Expenditure Statements, Balance Sheets, Movement in Reserves Statements, and Cash-Flow Statements, the council-only Council Tax Income Account, and the Non-Domestic Rate Income Account, 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 2018/19 (the 2018/19 Code).

In my opinion the accompanying financial statements:

- give a true and fair view in accordance with applicable law and the 2018/19 Code of the state of affairs of the council and its group as at 31 March 2019 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 2018/19 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 for Opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the [Code of Audit Practice](#) approved by the Accounts Commission for Scotland. 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 was appointed under arrangements approved by the Accounts Commission on 18 July 2016. The period of total uninterrupted appointment is 3 years. 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. Non-audit services prohibited by the Ethical Standard were not provided to the council. 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.

#### Risk of material misstatement

I have reported in a separate Annual Audit Report, which is available from the [Audit Scotland website](#), the most significant assessed risks of material misstatement that I identified and my conclusions thereon.

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

As explained more fully in the Statement of Responsibilities, 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.

The council is responsible for overseeing the financial reporting process.

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

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes 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.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, intentional omissions, misrepresentations, or the override of internal control. The capability of the audit to detect fraud and other irregularities depends on factors such as the skilfulness of the perpetrator, the frequency and extent of manipulation, the degree of collusion involved, the relative size of individual amounts manipulated, and the seniority of those individuals involved. I therefore design and perform audit procedures which respond to the assessed risks of material misstatement due to fraud.

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.

## Conclusions on wider scope responsibilities

In addition to my responsibilities for the annual accounts, my conclusions on the wider scope responsibilities specified in the Code of Audit Practice, including those in respect of Best Value, are set out in my Annual Audit Report.

## Use of my report

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, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

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

# Glossary of Terms

## 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 it 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 event, not wholly within the Council's control; or

# Glossary of Terms

- 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 corporate body, 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 for in an arm's length transaction, less where applicable, any grants receivable towards the purchase or use of the asset.

## 34. Finance Lease

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

## 35. 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.

## 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 may be defined as such when access to the future economic benefits it represents are controlled by the Council. This Council's intangible assets are comprised 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 the Council has procured and holds in expectation of future use. Examples are consumable stores and raw materials.

## 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 is 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 the 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 or allowances (as far as these sums are chargeable to UK income tax) and the monetary 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 deemed to have Significant Interest if it 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 Council's Trust Funds are Charities.

## 75. Useful Economic Life

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

Finance Services  
Inverclyde Council  
Municipal Buildings  
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Chief Financial Officer: Alan Puckrin CPFA

**Environment, Regeneration & Resources**

Corporate Director: Scott Allan BSc., C.Eng., M.I.C.E.

Our Ref: AP/MT

Municipal Buildings  
Clyde Square  
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PA15 1LY  
Tel 01475 717171

Date: 26 September 2019

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

Dear Brian

**Inverclyde Council  
Annual Accounts 2018/19**

1. This representation letter is provided about your audit of the annual accounts of Inverclyde Council for the year ended 31 March 2019 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 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's annual accounts for the year ended 31 March 2019.

**General**

3. Inverclyde Council and I have fulfilled our statutory responsibilities for the preparation of the 2018/19 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 all misstatements highlighted by yourself have been corrected in the accounts. I am not aware of any uncorrected misstatements.

## **Financial Reporting Framework**

5. The annual accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 (2018/19 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.
6. In accordance with the 2014 regulations, I have ensured that the financial statements give a true and fair view of the financial position of the Inverclyde Council and its Group at 31 March 2019 and the transactions for 2018/19.

## **Accounting Policies & Estimates**

7. All significant accounting policies applied are as shown in the notes to the financial statements. The accounting policies are determined by the 2018/19 accounting code where applicable. Where the code does not specifically apply I have used judgement in developing and applying an accounting policy that results in information that is relevant and reliable. All accounting policies applied are appropriate to Inverclyde Council circumstances and have been consistently applied.
8. 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**

9. 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.

## **Assets**

10. Where a rolling programme of asset valuations has been used, I have satisfied myself that the carrying amount of assets at 31 March 2019 does not differ materially from that which would be determined if a revaluation had been carried out at that date.
11. I carried out an assessment at 31 March 2019 as to whether there is any indication that an asset may be impaired and have recognised any impairment losses identified.
12. I have provided you with all information of which I am aware regarding any valuation exercises carried out after 31 March 2019.



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

### **Liabilities**

15. All liabilities at 31 March 2019 of which I am aware have been recognised in the annual accounts.
16. Provisions have been recognised in the financial statements for all liabilities of uncertain timing or amount at 31 March 2019 of which I am aware where the conditions specified in the 2018/19 accounting code have been met. The amount recognised as a provision is the best estimate of the expenditure likely to be required to settle the obligation at 31 March 2019. Where the effect of the time value of money is material, the amount of the provision has been discounted to the present value of the expected payments.
17. Provisions recognised in previous years have been reviewed and adjusted, where appropriate, to reflect the best estimate at 31 March 2019 or to reflect material changes in the assumptions underlying the calculations of the cash flows.
18. The accrual recognised in the financial statements for holiday untaken by 31 March 2019 has been estimated on a reasonable basis.
19. The pension assumptions made by the actuary in the IAS 19 report for Inverclyde Council have been considered and I confirm that 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.

### **Contingent liabilities**

21. There are no significant contingent liabilities, other than those disclosed in Note 24 to the financial statements, arising either under formal agreement or through formal undertakings requiring disclosure in the accounts. All known contingent liabilities have been fully and properly disclosed, including any outstanding legal claims which have not been provided under the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 and IAS 37.
22. With specific reference to equal pay claims I can confirm that it is not possible to quantify the contingent liability.

### **Fraud**

23. 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**

24. 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**

25. All material transactions with related parties have been appropriately accounted for and disclosed in the financial statements in accordance with the 2018/19 accounting code. I have made available to you the identity of all the Inverclyde Council's related parties and all the related party relationships and transactions of which I am aware.

### **Remuneration Report**

26. 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**

27. 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**

28. I confirm that Inverclyde Council has undertaken a review of the system of internal control during 2018/19 to establish the extent to which it complies with proper practices set out in the Delivering Good Governance in Local Government: Framework 2016. I have disclosed to you all deficiencies in internal control identified from this review or of which I am otherwise aware.
29. 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 2019, which require to be reflected.

### **Group Accounts**

30. 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 2018/19 accounting code. Any significant issues with the financial statements of group entities, including any qualified audit opinions, have been advised to you.

### **Events Subsequent to the Date of the Balance Sheet**

- 31.** All events subsequent to 31 March 2019 for which the 2018/19 accounting code requires adjustment or disclosure have been adjusted or disclosed.

Yours sincerely

Chief Financial Officer