

# Notice of Meeting and Agenda

## Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Monday, 08 June 2020	11:15	Remotely by BT Conference Call,

KENNETH GRAHAM  
Clerk

### Membership

Councillor Denis Johnston and Councillor Alan Moir (East Dunbartonshire Council); Councillor Alan Lafferty and Councillor Stewart Miller (East Renfrewshire Council); Bailie Glenn Elder and Councillor Kenny MacLean (Glasgow City Council); Councillor Jim Clocherty and Councillor David Wilson (Inverclyde Council); Councillor Harry Curran and Councillor Agnes Magowan (North Lanarkshire Council); Councillor Tom Begg and Councillor Marie McGurk (Renfrewshire Council); Councillor John Anderson and Councillor Alistair Fulton (South Lanarkshire Council); and Councillor Jonathan McColl and Councillor Lawrence O'Neill (West Dunbartonshire Council).

Councillor Lawrence O'Neill (Convener); Councillor David Wilson (Vice-Convener).

### Members of the Press and Public

Members of the press and public wishing information in relation to this meeting should contact Elaine Currie, [elaine.currie@renfrewshire.gov.uk](mailto:elaine.currie@renfrewshire.gov.uk)

## **Items of business**

### **Apologies**

Apologies from members.

### **Declarations of Interest**

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

<b>1</b>	<b>Minutes</b>	<b>3 - 12</b>
	Minutes of meetings of the Joint Committee held on 16 March and 11 May 2020.	
<b>2</b>	<b>Unaudited Annual Accounts 2019/20</b>	<b>13 - 48</b>
	Report by Treasurer and Strategic Development Plan Manager.	
<b>3</b>	<b>Internal Audit Annual Report 2019/20</b>	<b>49 - 60</b>
	Report by Chief Auditor.	
<b>4</b>	<b>Corporate Purchasing Card Expenditure</b>	<b>61 - 64</b>
	Report by Treasurer and Strategic Plan Development Manager.	
<b>5</b>	<b>Date of Next Meeting</b>	
	Note that the next meeting of the Joint Committee will be held at 11.15 am on 14 September 2020.	

## Minute of Meeting

### Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Monday, 16 March 2020	11:15	Glasgow City Council, Ground Floor, Exchange House, 231 George Street, Glasgow, G1 1RX,

#### Present

Councillor Alan Lafferty and Councillor Stewart Miller (East Renfrewshire Council); Bailie Glenn Elder (Glasgow City Council); Councillor Jim Clocherty (Inverclyde Council); Councillor Alistair Fulton (South Lanarkshire Council); and Councillor Lawrence O'Neill (West Dunbartonshire Council).

#### Chair

Councillor O'Neill, Convener, presided.

#### In Attendance

S Tait, Strategic Development Plan Manager and D McDonald, Assistant Strategic Development Plan Manager (both Strategic Development Plan Core Team); S Taylor, Principal Planner (Glasgow City Council); L Bowden, Business Manager (Strategic Planning) (North Lanarkshire Council); K Festorazzi, Senior Accountant and E Currie, Senior Committee Services Officer (both Renfrewshire Council); T Finn, Planning and Building Services Headquarters Manager (South Lanarkshire Council) and S Afzal, Senior Auditor (Audit Scotland).

#### Apologies

Councillor Denis Johnston and Councillor Alan Moir (both East Dunbartonshire Council); Councillor Kenny MacLean (Glasgow City Council); Councillor David Wilson (Inverclyde Council); Councillor Harry Curran and Councillor Agnes Magowan (both North Lanarkshire Council); Councillor Tom Begg (Renfrewshire Council); Councillor John Anderson (South Lanarkshire Council); and Councillor Jonathan McColl (West Dunbartonshire Council).

## **Declarations of Interest**

There were no declarations of interest intimated prior to the commencement of the meeting.

## **Additional Item**

The Convener intimated that there was an additional item in relation to the Glasgow and The Clyde Valley Strategic Development Planning Authority Joint Committee which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 7 below, was urgent in view of the need to advise members of the position, authorised its consideration.

### **1 Minute**

There was submitted the Minute of the meeting of the Joint Committee held on 9 December 2019.

**DECIDED:** That the Minute be approved.

### **2 Revenue Budget Monitoring**

There was submitted a joint revenue budget monitoring report by the Treasurer and the Strategic Development Plan Manager for the period 1 April 2019 to 28 February 2020.

The report intimated that gross expenditure was currently £89,000 underspent and income was currently £136,000 under-recovered resulting in a net overspend of £47,000. The projected year-end position was an overspend of £51,000 due to the partial return of requisitions in 2019/20, which had been offset with budgets not being able to be utilised due to the delay in the approval and direction of travel of the Strategic Development Plan and an over-recovery in income.

**DECIDED:** That the report be noted.

### **3 Audit Scotland Annual Plan 2019/20**

There was submitted a report by the Treasurer relative to Audit Scotland's annual audit plan 2019/20 for the Joint Committee which outlined Audit Scotland's planned activities in their audit for the 2019/20 financial year, a copy of which was appended to the report.

The report intimated that, based on analysis of the risks facing the Joint Committee, Audit Scotland had submitted an audit plan which outlined its approach to the audit of the Joint Committee's 2019/20 annual accounts to assess whether the accounts provided a true and fair view of the Joint Committee's financial position and also whether the accounts had been prepared in accordance with proper accounting practice, the 2019 Code of Practice on Local Authority Accounting in the UK.

The annual audit plan outlined the responsibilities of the Joint Committee and Audit Scotland; an assessment of key challenges and risks; the approach and timetable for completion of the audit; and included a section on Audit Risks which had been included in the audit plans of many bodies which Audit Scotland worked with. The inclusion of this section was not a reflection of any specific risk within the Joint Committee.

The Senior Auditor, Audit Scotland, focussed on three sections of the audit plan being the risks identified in Exhibit 1, materiality and the audit fee.

**DECIDED:** That Audit Scotland's annual audit plan 2019/20 be noted.

#### **4 Clydeplan Annual Report 2019**

There was submitted a report by the Strategic Development Plan Manager relative to Clydeplan's Annual Report 2019, a copy of which was appended to the report.

The Annual Report provided an overview of the work undertaken by Clydeplan during 2019 under the broad headings of Clydeplan Joint Committee; Strategic Development Plan Action Programme; Glasgow City Region; Planning (Scotland) Act - Regional Spatial Strategies: and the priorities and issues affecting the future work of Clydeplan.

**DECIDED:** That the Annual Report 2019, as set out in the appendix to the report, be approved.

#### **5 Clydeplan Development Plan Scheme and Participation Statement 2020/21**

There was submitted a report by the Strategic Development Plan Manager relative to the Clydeplan Development Plan Scheme and Participation Statement 2020/21, a copy of which was appended to the report.

The report intimated that as part of the requirements of the Planning etc (Scotland) Act 2006, planning authorities were expected to publish a Development Plan Scheme and Participation Statement and review it on an annual basis. Clydeplan published its first Development Plan Scheme and Participation Statement on 31 March 2009, with subsequent revisions published annually in March.

The Development Plan Scheme and Participation Statement 2020/21 reflected the current position in respect of the recent Planning (Scotland) Act 2019, enacted in July 2019, which removed the statutory requirement to prepare a Strategic Development Plan and replaced it with a duty on local authorities to prepare a Regional Spatial Strategy (RSS). The RSS would not form part of the statutory Development Plan which would now comprise the National Planning Framework and the Local Development Plan.

In support of the development of National Planning Framework 4, local authorities were required to prepare an indicative RSS for submission to the Scottish Government by June 2020. Local authorities were to determine what the indicative RSS would comprise and how they would collaborate in its production.

It was noted that guidance and regulations would be produced, informed by the process of producing an indicative RSS, to enact the duty to produce an RSS in 2021 following the approval of National Planning Framework 4. Clydeplan and Glasgow City Region were committed to supporting the development of both the National Planning Framework 4 and RSS guidance.

**DECIDED:**

(a) That the Development Plan Scheme and Participation Statement 2020/21, as set out in the appendix to the report, be adopted; and

(b) That the Strategic Development Plan Manager make the necessary arrangements for publication and distribution to all local libraries throughout the city region, on Clydeplan's website and to Scottish Ministers.

## 6 National Planning Framework 4: Indicative Regional Spacial Strategy

There was submitted a report by the Strategic Development Plan Manager relative to the Scottish Government's early engagement in relation to the development of National Planning Framework 4 (NPF4) and their request for local authorities to work together to develop an indicative Regional Spatial Strategy (iRSS) for their area.

The report intimated that the iRSS would help inform NPF4 so that initial strategic priorities could be built into the emerging new Development Plan.

NPF4 would consider what Scotland should look like in 2050; set out national planning policies; guide where future development should take place; be supported by a delivery plan and aligned to Scotland's Infrastructure Investment Plan and Strategic Transport Projects Review. The draft NPF4 would be laid before the Scottish Parliament in September 2020 for formal parliamentary scrutiny and any revised version would be taken back to Parliament in 2021 for approval before being adopted by Scottish Ministers.

To inform this process the Scottish Government were embarking on a consultation process and had identified the priorities that planning should focus on. These priorities were consistent with those proposed for consideration as part of the refresh of the City Region's Regional Economic Strategy and broadly similar to the current themes set out in the approved Clydeplan SDP. As Scotland's only metropolitan area, comprising a third of Scotland's population, generating a third of its GVA and with 40% of its vacant and derelict land, it was important that the role, function and potential of the Glasgow City Region was reflected in NPF4 to support not only the economic, social and environmental ambitions of the City Region itself but also those of Scotland nationally.

To assist the preparation of NPF4, the Scottish Government were looking for local authorities, working together, to produce an iRSS which should comprise of a map or diagram of the regional spatial priorities supported by a brief supporting narrative. There was no guidance or prescription on what an iRSS should comprise as the formal statutory duty to produce an RSS had not yet been enacted. The Scottish Government considered this to be a matter for local authorities to self-determine

The Scottish Government would host an event on 1 April 2020 where it was anticipated that each regional grouping would provide an update on their work to date and an outline of their initial outputs with the finalised iRSS being submitted by the end of June 2020 to help inform preparation of NPF4. It was noted that, as previously agreed, the current eight Clydeplan local planning authorities would continue to work together to undertake this work on behalf of the Glasgow City Region.

The Clydeplan Strategic Development Plan (SDP), approved by Scottish Ministers in July 2017 and which had been subject to a failed legal challenge in March 2018, currently set out the Spatial Development Strategy (SDS) for the Glasgow City Region. Given the currency of the SDP and the SDS, particularly in relation to ongoing Local Development Plan preparation, the report proposed that any iRSS for NPF4 was seen as a refinement of the existing SDS rather than a fundamental change of approach to the strategy itself. It was important that the key policy drivers that underpinned the

current SDP and SDS continued to be reflected in NPF4.

The report detailed the key spatial priorities within the Clyde Mission, announced in January 2020 at the Glasgow State of City Conference by the then Cabinet Secretary. It was intended that the 'Clyde Mission' would give a renewed place based approach to maximising the full potential of the River Clyde including the identification of opportunities for business growth and jobs, reuse of vacant and derelict land whilst realising the potential of the river to help address climate change issues.

The timeline for sign off of the iRSS was detailed in the report.

**DECIDED:**

- (a) That the approach to the development of the iRSS and the identification of the key spatial priorities detailed in the report be noted;
- (b) That the Glasgow City Region be represented by the Clydeplan Manager, Assistant Manager, the Glasgow City Region Land Use and Sustainability portfolio lead officer and the Glasgow City Region's Director of Regional Economic Growth and that they attend the Scottish Government's iRSS session on 1st April; and,
- (b) That the timeline for the iRSS sign off process from both a Clydeplan Joint Committee and Glasgow City Region perspective be noted and that it be agreed that an additional meeting of the Joint Committee be held on 11 May 2020 to facilitate this process.

## **7 Glasgow and The Clyde Valley Strategic Development Planning Authority Joint Committee**

There was submitted a report by the Strategic Development Plan Manager requesting that consideration be given to the commencement of the process for the formal dissolution of the Joint Committee.

The report intimated that the Planning (Scotland) Act 2019 placed a duty on local authorities in relation to strategic planning and in light of this the role and remit of the Joint Committee required to be reviewed.

It was recognised that all eight Glasgow City Region local authorities currently involved with the Glasgow and The Clyde Valley Strategic Development Planning Authority Joint Committee wished to continue to contribute towards the strategic planning of the City Region. The report recommended that in the first instance the Joint Committee agree to work being undertaken to identify future governance arrangements for the Joint Committee's functions including dissolution of the Joint Committee and request that the Clerk write to member councils to inform them of the Joint Committee's position on this matter.

**DECIDED:**

- (a) That work to explore the future governance arrangements for the performance of the functions undertaken by the Joint Committee including the formal dissolution of the Joint Committee be supported;
- (b) That the Clerk write to member authorities to inform them of the Joint Committee's decision;

(c) That it be noted that further reports would be brought to future meetings of the Joint Committee in relation to the future of strategic planning across the Glasgow and Clyde Valley Area; and

(d) That it be noted that Glasgow City Council, working with the current host authority, Renfrewshire Council, would implement a governance structure to manage the dissolution process and consider the continued contribution of the member authorities towards the strategic planning function.

## **8 Date of Next Meeting**

**DECIDED:** That it be noted that, following the additional meeting of this Joint Committee agreed earlier in the meeting for 11 May 2020, the next scheduled meeting of this Joint Committee would be held at 11.15 am on 8 June 2020 in the offices of Glasgow City Council.

## Minute of Meeting

### Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Monday, 11 May 2020	11:15	Remotely by BT Conference Call,

#### Present

Councillor Denis Johnston and Councillor Alan Moir (both East Dunbartonshire Council); Councillor Alan Lafferty (East Renfrewshire Council); Councillor Kenny MacLean (Glasgow City Council); Councillor David Wilson and Councillor Jim Clocherty (Inverclyde Council); Councillor Agnes Magowan (North Lanarkshire Council); Councillor John Anderson and Councillor Alistair Fulton (both South Lanarkshire Council); and Councillor Lawrence O'Neill (West Dunbartonshire Council).

#### Chair

Councillor O'Neill, Convener, presided.

#### In Attendance

S Tait, Strategic Development Plan Manager and D McDonald, Assistant Strategic Development Plan Manager (both Strategic Development Plan Core Team); H Holland, Executive Officer – Land Planning and Development (East Dunbartonshire Council); F Barron, Head of Planning and Building Standards (Glasgow City Council); L Bowden, Business Manager (Strategic Planning) (North Lanarkshire Council); F Carlin, Head of Planning and Housing Services and E Currie, Senior Committee Services Officer (both Renfrewshire Council); and M McGlynn, Executive Director of Community and Enterprise Resources (South Lanarkshire Council).

#### Apologies

Councillor Harry Curran (North Lanarkshire Council); Councillor Tom Begg and Councillor Marie McGurk (both Renfrewshire Council); Councillor John Anderson (South Lanarkshire Council); and Councillor Jonathan McColl (West Dunbartonshire Council).

## **Declarations of Interest**

There were no declarations of interest intimated prior to the commencement of the meeting.

### **1 National Planning Framework 4 - Indicative Regional Spatial Strategy**

Under reference to item 6 of the Minute of the meeting of this Joint Committee held on 16 March 2020 there was submitted a report by the Strategic Development Plan Manager requesting that consideration be given to the indicative Regional Spatial Strategy (iRSS) for the Glasgow City Region as part of the Scottish Government's development of National Planning Framework 4 (NPF4), a copy of which was appended to the report.

The report intimated that the iRSS would provide background information to help inform NPF4 so that initial strategic priorities of the Glasgow City Region could be built into the emerging new statutory Development Plan system.

NPF4 would consider what Scotland should look like in 2050; set out national planning policies; guide where future development should take place; be supported by a delivery plan and aligned to Scotland's Infrastructure Investment Plan and Strategic Transport Projects Review 2. Due to the ongoing Covid-19 situation, the draft NPF4 would now be laid before the Scottish Parliament in 2021 for formal parliamentary scrutiny. The duty to prepare a formal RSS under the terms of the Act and related guidance would come into force once NPF4 was approved, potentially in 2022.

To inform this process the Scottish Government had identified the priorities that planning should focus on. These priorities were consistent with those proposed for consideration as part of the refresh of the City Region's Regional Economic Strategy and broadly similar to the current themes set out in the approved Clydeplan SDP. As Scotland's only metropolitan area, comprising a third of Scotland's population, generating a third of its GVA and with 40% of its vacant and derelict land, it was important that the spatial priorities for the Glasgow City Region were reflected in NPF4 to support not only the economic, social and environmental ambitions of the City Region itself but also those of Scotland nationally and to support the recovery from Covid-19.

The iRSS submission should comprise of a map or diagram of the national important regional spatial priorities supported by a brief supporting narrative.

The Glasgow City Region Chief Executive's Group had considered and endorsed the iRSS during the week beginning 27th April 2020.

The iRSS had to be submitted to the Scottish Government by the end of June 2020. Following approval at this meeting, the iRSS would be considered by the Glasgow City Regional Cabinet on 2 June 2020 followed by the Glasgow City Region Partnership on 18 June 2020.

Clydeplan had offered itself as a resource to the Scottish Government to support its activities around further engagement on NPF4/Scottish Planning Policy; the iRSS with other regional planning groupings; and the development of formal RSS guidance.

It was proposed that the third and fourth paragraphs in the Housing section of the iRSS be amended to read:

The City Region will reinforce its efforts to create high quality places which deliver the right type of homes in the right locations by increasing the priority given to housing which supports regeneration activities, particularly through the reuse of vacant and derelict land and higher density development particularly around key transport nodes and existing centres.

The current target is to deliver 6,000 new homes each year to 2029. To achieve this will require joint action by both the public sector and housebuilding industry including Registered Social Landlords.

This was agreed unanimously.

**DECIDED:**

- (a) That the indicative Regional Spatial Strategy, as amended, be submitted to the Scottish Government as part of their development of NPF4; and
- (b) That it be noted that the indicative Regional Spatial Strategy would be submitted to the meetings of the Glasgow City Region Cabinet and Glasgow City Region Partnership in June 2020 for endorsement.



## GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY JOINT COMMITTEE

**To:** Joint Committee

**On:** 8 June 2020

---

**Report by:** The Treasurer and the Strategic Development Plan Manager

---

**Heading:** Unaudited Annual Accounts 2019/20

---

### 1. **Summary**

- 1.1 The Annual Accounts for the year ended 31 March 2020 will be submitted to Audit Scotland in advance of the statutory deadline of 30 June 2020 and a copy is attached for consideration.
- 1.2 The Joint Committee has ended the 2019/20 financial year with a deficit of £36,800 for the financial year 2019/20, compared to a budgeted deficit of £15,800; resulting in an overspend of £21,000.
- 1.3 The Management Commentary within the accounts provides an overview of the Committee's financial performance during 2019/20, along with the outlook for the future.

---

### 2 **Recommendations**

- 2.1 The Joint Committee is asked to:
  - a) Consider the Unaudited Annual Accounts for 2019/20;
  - b) Approve the Annual Governance Statement (pages 7-9); and
  - c) Note the final budget monitoring position for 2019/20.

---

### 3. **Background**

- 3.1. The Local Authority Accounts (Scotland) Regulations 2014 require the Committee to prepare and publish a set of accounts, including an annual governance statement, by 30 June each year.

- 3.2. The unaudited accounts are then required to be formally considered by the Committee no later than 31 August and the Annual Governance Statement should be formally approved at this time.
- 3.3. In accordance with the Local Authority Accounts (Scotland) Regulations 2014, the Unaudited Annual Accounts will be signed only by the Treasurer as proper officer.
- 3.4. The accounts are then subject to external audit by the Committee's appointed auditor, Audit Scotland, by 30 September. The 2019/20 Audited Annual Accounts are scheduled to be presented to the Joint Committee on 14 September 2020 for approval and signing by the Chair, the Lead Officer and the Treasurer, in accordance with the regulations.
- 3.5. The Comprehensive Income and Expenditure Statement on page 12 shows an accounting Deficit on the provision of Services of £129,511.
- 3.6. The Expenditure and Funding Analysis on page 15 shows how this differs from the budgetary surplus of £36,800 due to accounting adjustments for pension costs and the statutory employee leave accrual.
- 3.7. The Balance Sheet on page 14 of the Annual Accounts shows an increase in net worth of £320,489 compared to last year, which is largely driven by the movement in the pension liability. This is explained further in the Management Commentary within the accounts.

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2019/20**  
**1st April 2019 to 31st March 2020**

**JOINT COMMITTEE : GLASGOW & CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY**

Description (1)	Agreed Annual Budget (2)	Actual (3)	Budget Variance	
			£000's	£000's
Employee Costs	462	432	30	underspend
Premises Related	68	28	40	underspend
Supplies & Services	76	252	(176)	overspend
Support Services	21	21	(0)	overspend
Transfer Payments	1	2	(1)	overspend
Transport Costs	6	2	4	underspend
<b>GROSS EXPENDITURE</b>	<b>634</b>	<b>737</b>	<b>(103)</b>	<b>overspend</b>
Contributions from Local Authorities	(580)	(420)	(160)	under-recovery
Other Income	(39)	(281)	242	over-recovery
<b>INCOME</b>	<b>(618)</b>	<b>(701)</b>	<b>82</b>	<b>over-recovery</b>
<b>TRANSFER (TO)/FROM RESERVES</b>	<b>16</b>	<b>37</b>	<b>21</b>	

	£000's
<b>Underspend from Core Budgets</b>	<b>139</b>
<b>Return of Requisitions to Local Authorities in 19/20</b>	<b>(160)</b>
<b>Bottom Line Position to 31st March 2020 is an overspend of</b>	<b>(21)</b>
<b>Anticipated Year End Budget Position is an underspend of</b>	<b>37</b>
<b>Opening Reserves</b>	<b>(311)</b>
<b>Projected Draw on Reserves</b>	<b>37</b>
<b>Projected Closing Reserves</b>	<b>(274)</b>



# Clydeplan

Glasgow and the Clyde Valley  
Strategic Development Planning Authority

## Unaudited Annual Accounts 2019/20



## CONTENTS

Management Commentary .....	1
Statement of Responsibilities for the Annual Accounts .....	6
Annual Governance Statement .....	7
Remuneration report .....	10
Comprehensive Income and Expenditure Statement .....	12
Movement in Reserves Statement .....	13
Balance Sheet .....	14
Note 1: Expenditure Funding Analysis .....	15
Note 2: Accounting Standards Issued not Adopted .....	16
Note 3: Assumptions made about the future .....	16
Note 4: Unusable Reserves .....	16
Note 5: Events after the Balance Sheet date .....	17
Note 6: Adjustments between Accounting Basis and Funding Basis under Regulations .....	17
Note 7: Green Network Partnership .....	18
Note 8: Operating Leases .....	19
Note 9: Debtors .....	19
Note 10: Creditors .....	20
Note 11: Provisions .....	20
Note 12: Related parties .....	20
Note 13: External audit costs .....	21
Note 14: Retirement Benefits .....	21
Note 15: Contingent Liabilities and Assets .....	24
Note 16: Accounting Policies .....	24



## Management Commentary

The purpose of the Management Commentary is to present an overview of Clydeplan's financial performance during the year 2019/20 and to help readers understand its financial position at 31 March 2020. In addition, it outlines the main risks and uncertainties facing Clydeplan for the financial year 2019/20 and beyond.

## History and Background

The Glasgow and Clyde Valley Strategic Development Planning Authority (GCVSDPA) was created in 2008, when the Scottish Government established Strategic Development Planning Authorities for each of the four Scottish city regions. In 2014 the GCVSDPA rebranded as 'Clydeplan' to improve recognition and gain wider resonance within the region. The principal role of Clydeplan is to prepare and maintain an up to date Strategic Development Plan (SDP) for the region. This process involves engagement through joint working and consultation with key stakeholder organisations and the wider community.

Clydeplan is a Joint Committee formed under section 57 of the Local Government (Scotland) Act 1973. The Joint Committee is comprised of the following eight local authorities:

- East Dunbartonshire Council;
- East Renfrewshire Council;
- Glasgow City Council;
- Inverclyde Council;
- North Lanarkshire Council;
- Renfrewshire Council;
- South Lanarkshire Council;
- West Dunbartonshire Council.

The Joint Committee is comprised of two members from each constituent authority. During 2019/20, the Chair of the Joint Committee was Councillor Lawrence O'Neill of West Dunbartonshire Council and the Vice-

Chair was Councillor David Wilson of Inverclyde Council.

A Joint Committee is not a separate legal entity, therefore, to ensure its actions have legal effect it must appoint a 'lead authority' with legal personality to act on its behalf to implement its decisions. The lead authority appointed to act for Clydeplan is currently Renfrewshire Council.

The Joint Committee is supported by a Steering Group comprising the SDP Manager and the Chief Planning Officers (or their representatives) of each of the member authorities. The Steering Group meets at least four times a year to consider SDP reviews, consultations and reports to be presented to the Joint Committee and the work programme to be undertaken by the core team for the SDP.

The Glasgow Clyde Valley Green Network Partnership (GCVGNP) has a strong relationship with Clydeplan and an overview of the Partnership is provided at Note 7: Green Network Partnership on page 18.

## Strategic Development Plan

The Strategic Development Plan sets out a spatial development strategy for the next 20 years identifying where new development should be located. It also sets out a policy framework to help deliver sustainable economic growth and enhance the quality of life in the Glasgow City and Clyde Valley Region. The current SDP was approved by Scottish Ministers on 24 July 2017.

## Strategic Development Plan Review

Several important developments in respect of strategic development planning that happened during 2019/20 will have significant implications for the future role and work of Clydeplan.

Firstly, the Planning (Scotland) Bill was enacted into legislation on 25 July 2019. This has significant implications for the future role of Clydeplan, requiring

the development of Regional Spatial Strategies by planning authorities, rather than Strategic Development Plans.

Secondly, the national direction of travel towards bespoke regional partnerships, combined with the continuing development of the Glasgow City Region's Economic Strategic and Action Plan published in February 2017, continues to have implications for the day-to-day activities of this organisation. In addition to the appointment of a Director of Regional Economic Growth at Glasgow City Region, three portfolio development officers have been appointed on a secondment basis to assist in developing the activities of the eight city region portfolios.

Clydeplan is now an active participant on a number of these groupings, including:

- Land Use and Sustainability;
- Transport and Connectivity;
- Housing and Equalities;
- Infrastructure and Assets;
- Economic Delivery Group.

In particular, the Land Use and Sustainability Portfolio is committed to the production of an 'Indicative Regional Spatial Strategy' in support of the Scottish Government's development of National Planning Framework 4, and Clydeplan will play a lead role in its preparation.

In addition, Clydeplan provides technical support to the Glasgow City Deal Programme Management Office in respect of the £1.13bn Infrastructure Investment Fund.

The principle focus for 2020/21 will involve working closely with the Clydeplan's Steering Group and the City Region's Land Use and Sustainability portfolio to become more closely aligned in their activities in support of the implementation of the new Planning (Scotland) Act 2019 and in the development of an appropriate work programme.

In fulfilment of its Minute of Agreement and the existing requirements of the 2006 Planning Act, Clydeplan approved its Annual Report and its Development Plan Scheme and Participation Statement in March 2020. These documents can be accessed at the following web links:

- Annual Report - [https://www.clydeplan-sdpa.gov.uk/Strategic Development Plan/Annual Reports](https://www.clydeplan-sdpa.gov.uk/Strategic%20Development%20Plan/Annual%20Reports)
- Development Plan Scheme and Participation Statement - [https://www.clydeplan-sdpa.gov.uk/Strategic Development Plan](https://www.clydeplan-sdpa.gov.uk/Strategic%20Development%20Plan)

## Primary Financial Statements

The annual accounts are prepared in accordance with the International Accounting Standards Board Framework for the Preparation and Presentation of Financial Statements as interpreted by the Code of Practice on Local Authority Accounting in the United Kingdom (the Code). Under Section 106 of Local Government (Scotland) Act 1973, Joint Committees are classed as local authorities.

The annual accounts summarise the joint committee's transactions for the year and its year-end position at 31 March 2020. The Primary Financial Statements include the Comprehensive Income and Expenditure Statement (CIES), the Movement in Reserves Statement (MIRS) and the Balance Sheet.

These statements are accompanied by Notes to the Accounts, which provide more details on the figures shown in the statements and set out the Accounting Policies adopted by the Joint Committee.

## Financial Performance

### Revenue

The Comprehensive Income and Expenditure Statement (CIES) on page 12 summarises the total costs of providing services and the income available to fund those services.

The Joint Committee has returned a deficit of £36,800 for the financial year 2019/20. This results in an overspend of £21,000 against the planned deficit of £15,800.

The overall deficit excludes accounting adjustments relating to pensions and short-term accumulating compensated absences.

The difference between the employee costs figure below and the figure reported in the CIES is due to the accounting adjustments for pension costs of £82,000 and accrued employee benefits (£5,289).

A summary of the final outturn position against the approved budget for ClydePlan is shown below.

	Budget £	Actual £	Variance £
Employee Costs	461,802	433,174	28,628
Property Costs	68,500	27,503	40,997
Supplies and Services	76,491	252,159	(175,668)
Support Services	20,506	21,075	(569)
Transfer Payments	1,000	1,634	(634)
Transport Payments	5,503	1,896	3,607
<b>Total Expenditure</b>	<b>633,802</b>	<b>737,441</b>	<b>(103,639)</b>
Requisition Income	(579,500)	(419,500)	(160,000)
Other Income	(38,502)	(281,141)	242,639
<b>Total Income</b>	<b>(618,002)</b>	<b>(700,641)</b>	<b>82,639</b>
<b>(Surplus)/Deficit for Year</b>	<b>15,800</b>	<b>36,800</b>	<b>(21,000)</b>

The underspend in Employee Costs is mainly due to a Strategic Planner post that was vacant for most of 2019/20. This is offset by secondment expenditure, which is fully recovered through Other Income.

Other Income is over-recovered mainly due to the Clyde Estuary project income (£192k) as well as secondment income from the City Region Team at Glasgow City Council (£34k).

Property Costs are underspent against budget due to Clydeplan moving into 40 John Street Glasgow, where costs are substantially lower, upon the expiry of the lease of West Regent Street.

## The Balance Sheet at 31 March 2020

The overspend in Supplies and Services is largely the result of unbudgeted Project expenditure within the Clyde Estuary Forum (£192k), offset by other minor underspends. The Project expenditure has been recovered in Other Income.

The Balance Sheet sets out the total net worth of the Joint Committee at a snapshot in time. When comparing the net worth of ClydePlan at 31 March 2020 to that of the prior year, an overall increase in net worth of the organisation of £0.320m can be seen. This is primarily due to the decrease in pension liability explained below.

## Net Pension Position

Requisition Income is under-recovered due to the decision agreed at Clydeplan's December meeting to return requisition of £20,000 per authority in order to decrease reserves to an appropriate level.

The disclosure requirements for pension benefits under IAS19 are detailed at Note 14: Retirement Benefits. The appointed actuaries have confirmed a

## Outlook and Future Plans

net liability position of £0.234m, an increase of £0.352m in their assessment of the position of the pension fund. This can be attributed to a higher net discount rate which serves to reduce the value placed on the obligations (corporate bond yields are at a similar level to 2019 but inflation expectations are significantly lower).

There is no further impact in 2019/20 relating to the McCloud / Sergeant case noted in last year's accounts, whereby transitional protections on implementation of the new pension benefit structure in 2015 for members close to retirement age are argued to be unlawful on the grounds of age discrimination. The 2018/19 impact was an additional £0.058m of pension liability.

The net deficit position of the pension reserve impacts on the net asset position of the Joint Committee as a whole, however the funding of these future liabilities will be met from future requisitions from members.

The appointed actuaries remain of the view however that the asset holdings of the Strathclyde Pension Scheme and the contributions from employees and employers provide sufficient security and income to meet future pension liabilities.

A further potential change to pension rules is outlined in Note 15: Contingent Liabilities and Assets on page 24; however, this has not been reflected in the pension liability reported in the Balance Sheet.

## Reserves

Reserves are classified under accounting regulations into two categories: Usable reserves, which are available to spend; and Unusable reserves, which are unrealised net gains or losses that have a deferred impact on the Joint Committee.

The balance on the Usable Revenue Reserve at 31 March 2020 is £273,927.

The Planning (Scotland) Act 2019, which received Royal Assent on 25 July 2019, removes the statutory requirement on Clydeplan to prepare a Strategic Development Plan for the Glasgow City Region. Instead, there is a new duty on planning authorities to prepare and adopt Regional Spatial Strategies. These strategies will now form part of the hierarchy of development plans.

The Planning (Scotland) Act 2019 states that planning authorities can decide whether they wish to prepare these strategies individually and/or with other authorities. As a consequence, Clydeplan will require to consider its future role in meeting the requirements of the Act in terms of the development of regional spatial strategy to replace the approved SDP2. This consideration will be influenced by the activities and governance arrangements of the Glasgow City Region and its Cabinet.

At its meeting in March 2020, the Clydeplan Joint Committee agreed to support work to explore the future governance arrangements for the performance of the functions undertaken by the Joint Committee, including the formal dissolution of the Joint Committee.

It is recognised that all eight Glasgow City Region Local Authorities who are currently involved with the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee wish to continue to contribute towards the strategic planning of the City Region. In this respect Glasgow City Council, working with the current lead authority, Renfrewshire Council, will implement a governance structure to manage the dissolution process and consider the continued contribution of the member authorities towards the strategic planning function for the Glasgow City Region.

Clydeplan will continue to keep the Joint Committee apprised of these significant changes and will work closely with its constituent local authorities and partners to develop a work programme relevant to

the delivery of the first Regional Spatial Strategy for the Glasgow City Region under the terms of the new Act.

## COVID-19 Lockdown: Remote Working

During the COVID-19 lockdown period, Clydeplan has continued to operate effectively, with all staff working from home. Normal governance procedures, such as the Joint Committee meetings, continue albeit on a virtual / remote basis.

We would wish to take this opportunity to acknowledge the team effort required to produce the accounts and to record my thanks to both the Strategic Development Plan Manager and his staff, and to my staff for their continued hard work and support.

**Councillor Lawrence O'Neill**

Convenor

8 June 2020

**Stuart Tait**

Strategic Development Plan Manager

8 June 2020

**Alan Russell**

Treasurer

8 June 2020

# Statement of Responsibilities for the Annual Accounts

## The Joint Committee's Responsibilities

The Joint Committee is required to:

- make arrangements for the proper administration of its financial affairs and to secure that the proper officer of the Joint Committee has the responsibility for the administration of those affairs (section 95 of the Local Government (Scotland) Act 1973). The designated officer is Renfrewshire Council's Director of Finance and Resources, who is also the Treasurer of Glasgow and Clyde Valley Strategic Development Planning Authority;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- ensure that 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); and
- approve the Annual Accounts for signature.

I confirm that these Annual Accounts were approved for signature by the Joint Committee at its meeting on the 8 June 2020.

Signed on behalf of Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee.

**Councillor Lawrence O'Neill**

Convenor

8 June 2020

## The Treasurer's Responsibilities

The Treasurer is responsible for the preparation of the Joint Committee'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 Treasurer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with legislation; and
- complied with the local authority Accounting Code (in so far as it is compatible with legislation).

The Treasurer has also:

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

I certify that the financial statements give a true and fair view of the financial position of the Joint Committee at the reporting date and the transactions of the Joint Committee for the year ended 31 March 2020.

**Alan Russell**

Treasurer

8 June 2020

# Annual Governance Statement

## Scope of Responsibility

Glasgow and Clyde Valley Strategic Development Planning Authority's Joint Committee 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.

The Joint Committee also has a statutory duty to make arrangements to secure best value under the Local Government in Scotland Act 2003. In discharging this overall responsibility, the Joint Committee's elected members and senior officers are responsible for putting in place proper arrangements for its affairs and facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

## The Joint Committee's Governance Framework

The governance framework comprises the systems and processes, and culture and values, by which the Joint Committee is directed and controlled. It also describes the way it engages with, and accounts to its stakeholders.

The Joint Committee has also put in place a system of internal control 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 Joint Committee'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.

The main features of our governance arrangements are:

- Minute of Agreement between the member councils of the Joint Committee, <https://www.clydeplan-sdpa.gov.uk/planning-authority/joint-committee>, setting out the arrangement for the preparation, monitoring and review of the Strategic Development Plan;
- The Joint Committee is supported by a Steering Group comprising planning professionals from each of the member councils and the Strategic Development Plan Manager;
- Development Plan Scheme and Participation Statement sets out the key timelines for the preparation of the Strategic Development Plan and the Joint Committee's approach to engagement with our stakeholders on its development, this is reviewed annually;
- Clearly defined Standing Orders, Scheme of Delegation and Financial Regulations;
- Comprehensive business planning arrangements, setting key targets and action plans designed to achieve the objectives of the Strategic Development Plan;
- Public performance reporting through the Annual Report;
- Policies to regulate employee related matters, including the employee code of conduct and disciplinary procedures;
- The Joint Committee approves, as part of the Glasgow and Clyde Valley Green Network Partnership's Terms of Reference, the allocation of local authority contributions to support the delivery of its Business Plan;
- Risk management arrangements including regular monitoring and review of significant risk exposures;
- Business continuity arrangements are in place and are kept under review by the management Team.

Within the overall control arrangements, the system of internal financial control is intended to ensure that assets are safeguarded, transactions are authorised and properly recorded and material errors are detected and corrected. The system is based on a framework of management information, financial regulations, administrative procedures (including segregation of duties), management and supervision, and a system of delegation and accountability.

The system includes:

- Financial management is supported by comprehensive financial regulations and codes;
- Comprehensive budgeting systems, and detailed guidance for budget holders;
- Regular reviews of periodic and annual financial reports which indicate financial performance against the forecasts;
- Setting targets to measure financial and other performance;
- The preparation of regular financial reports that indicate actual expenditure against the forecasts;
- The Chief Finance Officer is the Treasurer who complies with the CIPFA Statement on the Role of The CFO in Public Services.

With Renfrewshire Council being the lead authority, all financial transactions of the Joint Committee are processed through the financial systems of the Council and are subject to the same controls and scrutiny as those of Renfrewshire Council. This includes regular reviews by the Chief Auditor of Renfrewshire Council.

## Review of Effectiveness

Members and officers of the Joint Committee are committed to the concept of sound governance and the effective delivery of services and take into account comments made by internal and external auditors.

The effectiveness of the governance framework is reviewed annually by the Strategic Development Plan

Manager, including the use of a self-assessment tool covering five key areas of governance:

- Business Planning and Performance Management;
- Internal Control Environment;
- Budgeting, Accounting and Financial Control;
- Risk Management and Business Continuity;
- Impact of coronavirus (COVID-19).

This self-assessment indicated that the governance framework is being complied with in all material respects.

The Joint Committee's internal audit service operates in accordance with the Public Sector Internal Audit Standards. Internal Audit undertakes an annual programme following an assessment of risk completed during the strategic audit planning process.

The Chief Auditor provides an annual report to the Joint Committee and an independent opinion on the adequacy and effectiveness of the system of internal control. The Chief Auditor's annual assurance statement concluded that a reasonable level of assurance can be placed upon the adequacy and effectiveness of the Joint Committee's internal control systems.

The review has not identified any significant governance issues to be reported on for 2019/20 and no actions arising for the 2018/19 governance statement that require to be reported on.

This governance framework has been in place throughout the year. The outbreak of coronavirus (COVID-19) did not result in any changes to the governance arrangements for 2019/20. The risk of social distancing continuing and its potential impact on the governance arrangements continues to be reviewed and monitored through robust risk management arrangements.

## Planning (Scotland) Act 2019

Following Scottish Government's review of the Scottish planning system the Planning (Scotland) Act came into effect on 25 July 2019.

A key provision of the new Act was the removal of the statutory duty on local authorities to prepare a Strategic Development Plan being replaced with a duty to prepare a Regional Spatial Strategy.

Whereas the Strategic Development Plan was part of the statutory Development Plan the Regional Spatial Strategy will not with the statutory Development Plan now comprising the National Planning Framework and the Local Development Plan.

The current Clydeplan Strategic Development Plan (July 2017) will remain in force until the National Planning Framework 4 is approved by the Scottish Parliament, likely in 2022.

As a consequence of the new provisions of the Planning (Scotland) Act 2019 in respect of strategic planning, the Clydeplan Joint Committee at its meeting on 16 March 2020, agreed to support work to explore the future governance arrangements for the performance of the functions undertaken by the Joint Committee including the formal dissolution of the Joint Committee.

In this regard Glasgow City Council, working with the current host Authority, Renfrewshire Council, will implement a governance structure to manage the dissolution process and consider the continued contribution of the member authorities towards the strategic planning function for the Glasgow City Region. It is anticipated that this process will be completed within the 2020/21 financial year.

## Assurance

In conclusion, it is our opinion that the annual review of governance together with the work of internal audit, any comments received from external audit and certification of assurance from the Strategic Development Plan Manager provide sufficient evidence that the principles of good governance operated effectively and the Joint Committee complies with its governance arrangements in all material respects. Systems are in place to continually review and improve the governance and internal control environment. Future actions will be taken as necessary to maintain and further enhance the Joint Committee's governance arrangements.

**Councillor Lawrence O'Neill**

Convenor

8 June 2020

**Stuart Tait**

Strategic Development Plan Manager

8 June 2020

## Remuneration report

All information disclosed in the tables in this Remuneration Report will be audited by the council's appointed auditor, 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.

### Remuneration policy for elected members

The Joint Committee makes no remuneration payment to any elected member, nor does it pay any expenses, fees or allowances to elected members. Further, no recharges have been made by member authorities in relation to elected member remuneration.

### Remuneration policy for senior employees

The Remuneration Policy of the Joint Committee is set in reference to national arrangements. The Scottish Joint Negotiating Committee (SJNC) for Local Authority Services sets the salaries for the Chief Executives of Scottish local authorities. The salary of the Strategic Development Planning Manager is set at spinal point 29, which is currently the equivalent of 53% of the salary of the Chief Executive of Renfrewshire Council. These arrangements were agreed through approval of the Chief Officers' Award – Structure Plan Manager report at a meeting of the Joint Committee on 2<sup>nd</sup> December 2002. The Assistant Strategic Development Planning Manager and Programme Manager posts have been evaluated under the single status framework and are paid according to the salary scales of Renfrewshire Council.

2018/19 Total Salary, fees and allowances £	Name	Post Held	2019/20 Total Salary, fees and allowances £
75,146	Stuart Tait	Strategic Development Plan Manager	77,019
53,153	Dorothy McDonald	Assistant Strategic Development Plan Manager	54,477
<b>128,299</b>	<b>Total</b>		<b>131,496</b>

The above tables show the relevant amounts, before tax and other deductions, due to, or receivable by, each of the persons named for the year to 31 March 2020, whether or not those amounts were actually paid to, or received by, those persons within that period.

scheme's normal retirement age is linked to the state pension age for each member.

From 1 April 2009 a five-tier contribution system was introduced with contributions from scheme members being based on how much pay falls into each tier. This is designed to give more equality between the cost and benefits of scheme membership. Prior to 2009 contributions rates were set at 6% for all non-manual employees.

Tiered contribution rates on whole time pay 2019/20		Equivalent bandings for 2018/19
Up to £21,800	5.5%	Up to £21,300
£21,801 to £26,700	7.25%	£21,300 to £26,100
£26,701 to £36,600	8.5%	£26,100 to £35,700
£36,601 to £48,800	9.5%	£35,700 to £47,600
Over £48,801	12%	Over £47,601

If a person works part-time their contribution rate is worked out on the whole-time pay rate for the job, with actual contributions paid on actual pay earned.

There is no automatic entitlement to a lump sum. Members may opt to give up (commute) pension for a lump sum up to the limit set by the Finance Act 2004. The accrual rate guarantees a pension based on 1/49<sup>th</sup> of the pensionable pay for each year of membership, adjusted in line with the cost of living.

(Prior to 2015 the accrual rate guaranteed a pension based on 1/60<sup>th</sup> of final pensionable salary).

The value of the accrued benefits has been calculated on the basis of the age at which the person will first become entitled to receive a full pension on retirement without reduction on account of its payment at that age; 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 employment, not just that relating to their current post.

Name	Post Held	Accrued Pension benefits as at 31 March				Pension Contributions made by the Joint	
		As at 31 March 2020		Change from 31 March 2019			
		Pension	Lump Sum	Pension	Lump Sum	2019/20	2018/19
Stuart Tait	Strategic Development Plan Manager	0.038	0.062	0.004	0.002	14,946	14,470
Dorothy McDonald	Assistant Strategic Development Plan Manager	0.026	0.044	0.002	0.001	10,572	10,236

No pension contributions are made for the Joint Committee Convener or Vice Convener.

## Exit Packages

ClydePlan have not agreed any exit packages in either 2019/20 or 2018/19.

## Remuneration of Employees

The following table gives a statement of the number of employees whose remuneration, excluding pension contributions, was in excess of £50,000 during 2019/20, in bands of £5,000.

2018/19 Number of employees	Remuneration Band	2019/20 Number of employees
1	£50,000 - £54,999	1
1	£75,000 - £79,999	1
<b>2 Total</b>		<b>2</b>

### Councillor Lawrence O'Neill

Convenor  
8 June 2020

### Stuart Tait

Strategic Development Plan Manager  
8 June 2020

## Comprehensive Income and Expenditure Statement

This statement shows the accounting cost of providing services and managing the Joint Committee during the year. It includes, on an accruals basis, all of the Joint Committee'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 local authorities need to take into account. The required adjustments between accounting basis and funding basis under regulations are shown in the Movement in Reserves Statement.

2018/19			Note	2019/20		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£	£	£	£	£	£	£
588,701	0	588,701	Employee Costs	509,885	0	509,885
87,408	0	87,408	Premise Costs	27,503	0	27,503
76,316	0	76,316	Supplies & Services	252,159	0	252,159
18,825	0	18,825	Support Services	21,075	0	21,075
1,840	0	1,840	Transfer Payments	1,634	0	1,634
1,228	0	1,228	Transport Costs	1,896	0	1,896
0	(103,431)	(103,431)	Other Income	0	(278,510)	(278,510)
<b>774,318</b>	<b>(103,431)</b>	<b>670,887</b>	<b>Cost of Services</b>	<b>814,152</b>	<b>(278,510)</b>	<b>535,642</b>
			<b>Financing and Investment Income and Expenditure</b>			
0	(2,631)	(2,631)	Interest receivable	0	(2,631)	(2,631)
7,000	0	7,000	Pension interest cost	16,000	0	16,000
			<b>Taxation and Non-Specific Grant Income</b>			
0	(579,500)	(579,500)	Requisitions from Member Authorities	12	0	(419,500)
<b>781,318</b>	<b>(685,562)</b>	<b>95,756</b>	<b>(Surplus)/Deficit on the Provision of Services</b>	<b>830,152</b>	<b>(700,641)</b>	<b>129,511</b>
			<b>Other Comprehensive Income &amp; Expenditure</b>			
		263,000	Actuarial (Gain)/Loss on pension assets and liabilities	14a		(450,000)
		<b>358,756</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>(320,489)</b>

## Movement in Reserves Statement

This statement shows the movement in the year on the different reserves held by the Joint Committee, analysed into usable reserves (that is, those reserves that can be applied to fund expenditure) and unusable reserves. The surplus or deficit on the provision of services line shows the true economic cost of providing the Joint Committee's services, more details of which are shown in the Comprehensive Income and Expenditure Statement.

Movement in reserves during the year	Note	Usable Reserves £	Unusable Reserves £	Total Reserves £
<b>Balance at 1 April 2019</b>		<b>(310,727)</b>	<b>599,606</b>	<b>288,879</b>
Total Comprehensive Income and Expenditure		129,511	(450,000)	(320,489)
Adjustment between accounting basis and funding basis under regulation	6	(92,711)	92,711	0
<b>Increase or (decrease) in year</b>		<b>36,800</b>	<b>(357,289)</b>	<b>(320,489)</b>
<b>Balance at 31 March 2020 carried forward</b>		<b>(273,927)</b>	<b>242,317</b>	<b>(31,610)</b>

Comparative movements in 2018/19	Note	Usable Reserves £	Unusable Reserves £	Total Reserves £
<b>Balance at 1 April 2018</b>		<b>(276,749)</b>	<b>206,872</b>	<b>(69,877)</b>
Total Comprehensive Income and Expenditure		95,756	263,000	358,756
Adjustments between accounting basis and funding basis under regulations	6	(129,734)	129,734	0
<b>Increase or (decrease) in year</b>		<b>(33,978)</b>	<b>392,734</b>	<b>358,756</b>
<b>Balance at 31 March 2019 carried forward</b>		<b>(310,727)</b>	<b>599,606</b>	<b>288,879</b>

## Balance Sheet

The Balance Sheet shows the value as at 31 March 2020 of the assets and liabilities recognised by the Joint Committee. The net assets of the Joint Committee (assets less liabilities) are matched by the reserves held. Reserves are reported in two categories. The first category comprises usable reserves, which are those reserves that the Joint Committee 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 comprises those that the Joint Committee is not able to use to provide services. This category includes reserves that hold unrealised gains and losses in the value of assets.

As at 31 March 2019		Note	As at 31 March 2020
	£		£
575,604	Funds held by Renfrewshire Council		461,797
1,314	Debtors and Prepayments	9	34
<b>576,918</b>	<b>Current Assets</b>		<b>461,832</b>
(251,297)	Creditors And Accruals	10	(187,905)
(28,500)	Provisions	11	(8,317)
<b>(279,797)</b>	<b>Current Liabilities</b>		<b>(196,222)</b>
(586,000)	Pension (Liability) / Asset	14c	(234,000)
<b>(586,000)</b>	<b>Long Term Liabilities</b>		<b>(234,000)</b>
<b>(288,879)</b>	<b>Net Assets / (Liabilities)</b>		<b>31,610</b>
(310,727)	Usable Reserves		(273,927)
599,606	Unusable Reserves		242,317
<b>288,879</b>	<b>Total Reserves</b>		<b>(31,610)</b>

The unaudited accounts were issued on 8 June 2020.

Balance Sheet signed by:

**Alan Russell CPFA**

Treasurer

8 June 2020

## Note 1: Expenditure Funding Analysis

This statement shows how annual expenditure is used and funded from resources and provides a reconciliation of the statutory adjustments between the Joint Committees financial performance on a funding basis and the Surplus or deficit on the Provision of Service in the Comprehensive Income and Expenditure statement.

2019/20	Net Expenditure chargeable to the Joint Committee £	Adjustments for pensions £	Other adjustments £	Net Expenditure in the CIES £
Employee Costs	433,174	82,000	(5,289)	509,885
Premises Related Costs	27,503	0	0	27,503
Supplies & Services	252,159	0	0	252,159
Support Costs	21,075	0	0	21,075
Transfer Payments	1,634	0	0	1,634
Transport Costs	1,896	0	0	1,896
Other Income	(281,141)	0	0	(281,141)
<b>Cost of Services</b>	<b>456,300</b>	<b>82,000</b>	<b>(5,289)</b>	<b>533,011</b>
Other income and expenditure	(419,500)	16,000	0	(403,500)
<b>(Surplus) / deficit on the Provision of Service</b>	<b>36,800</b>	<b>98,000</b>	<b>(5,289)</b>	<b>129,511</b>

2018/19	Net Expenditure chargeable to the Joint Committee £	Adjustments for pensions £	Other adjustments £	Net Expenditure in the CIES £
Employee Costs	465,967	123,000	(266)	588,701
Premises Related Costs	87,408	0	0	87,408
Supplies & Services	76,316	0	0	76,316
Support Costs	18,825	0	0	18,825
Transfer Payments	1,840	0	0	1,840
Transport Costs	1,228	0	0	1,228
Other Income	(106,062)	0	0	(106,062)
<b>Cost of Services</b>	<b>545,522</b>	<b>123,000</b>	<b>(266)</b>	<b>668,256</b>
Other income and expenditure	(579,500)	7,000	0	(572,500)
<b>(Surplus) / deficit on the Provision of Service</b>	<b>(33,978)</b>	<b>130,000</b>	<b>(266)</b>	<b>95,756</b>

## Note 2: 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. The following new or amended standards are adopted within the 2020/21 Code:

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

The Code requires implementation from 1 April 2020 and there is therefore no impact on the 2019/20

accounts. There is no material impact anticipated in future years from the implementation of these standards.

## Note 3: Assumptions made about the future

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

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

Item	Uncertainties	Effect if Results differ from Assumption
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 salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Joint Committee with expert advice about the assumptions to be applied.	The effects on the net pensions liability of changes in individual assumptions can be measured. For instance, a 0.5% decrease in the discount rate assumption would result in an increase in the pension liability of £0.486m, equating to an 11% increase.

## Note 4: Unusable Reserves

### Pension Reserve

The Pension 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 Committee accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Committee makes employer's contributions to pension funds.

The debit balance on the Pension Reserve shows a significant shortfall in the benefits earned by past and current employees and the Committee's share of Strathclyde Pension Fund resources available to meet them. The statutory arrangements ensure that funding will have been set aside by the time the benefits come to be paid.

2018/19	Pension Reserve	2019/20
£		£
<b>193,000</b>	<b>Balance as at 1 April</b>	<b>586,000</b>
263,000	Actuarial (Gain)/Loss on pension assets and liabilities	(450,000)
130,000	Reversal of items relating to retirement benefits charged to the Surplus or Deficit on the Provision of Services in the CIES	98,000
<b>586,000</b>	<b>Balance as at 31 March</b>	<b>234,000</b>

## Employee Statutory Adjustment Account

The Employee Statutory Adjustment Account absorbs the differences that would otherwise arise on revenue balances from accruing for short-term accumulating compensated absences at the end of the financial year. Generally accepted accounting practices require that all short-term employee benefits, including accumulating compensated absences, should be recognised as a cost in the accounts for the year to which they relate. This means that where employees' full holiday entitlement, time in lieu or credit flexi-time balance has not been taken by the financial year-end, the cost of the untaken days or time is calculated and recorded as an accrued expense. However, statutory arrangements require that the impact of such accrued expenditure on revenue balances is neutralised by transfers to or from the Employee Statutory Adjustment Account.

2018/19	Employee Statutory Adjustment Account	2019/20
£		£
<b>13,872</b>	<b>Balance as at 1 April</b>	<b>13,606</b>
(13,872)	Reversal of prior year accrual for short-term accumulating compensated absences	(13,606)
13,606	Recognition of the accrual for short-term accumulating compensating absences at 31 March	8,317
<b>13,606</b>	<b>Balance as at 31 March</b>	<b>8,317</b>

## Note 5: Events after the Balance Sheet date

Events taking place after the authorised for issue date per the Balance Sheet are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2020, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

## Note 6: Adjustments between Accounting Basis and Funding Basis under Regulations

The deficit for the year on the Revenue Reserves was £92,711 less than the Comprehensive Income and Expenditure Statement result. The table below gives a breakdown of the differences between the income and expenditure included in the Joint Committee's Comprehensive Income and Expenditure Statement in accordance

with the Code and the amounts that statute and non-statutory proper practice require the Joint Committee to debit and credit the Revenue Reserve Balance.

2019/20	Usable Reserves £	Unusable Reserves £
<b>Adjustments primarily involving the Pension Reserve:</b>		
Net charges made for retirement benefits in accordance with IAS19	(160,000)	160,000
Employers contributions payable to the Strathclyde Pension Fund	62,000	(62,000)
<b>Adjustments primarily involving the Employee Statutory Adjustment Account:</b>		
Net charges for employment short-term accumulating absences	5,289	(5,289)
<b>Net additional amount required to be debited or credited to the Revenue Reserves balance for the year</b>	<b>(92,711)</b>	<b>92,711</b>

2018/19	Usable Reserves £	Unusable Reserves £
<b>Adjustments primarily involving the Pension Reserve:</b>		
Net charges made for retirement benefits in accordance with IAS19	(193,000)	193,000
Employers contributions payable to the Strathclyde Pension Fund	63,000	(63,000)
<b>Adjustments primarily involving the Employee Statutory Adjustment Account:</b>		
Net charges for employment short-term accumulating absences	266	(266)
<b>Net additional amount required to be debited or credited to the Revenue Reserves balance for the year</b>	<b>(129,734)</b>	<b>129,734</b>

## Note 7: Green Network Partnership

### Overview

The Glasgow Clyde Valley Green Network Partnership (GCVGNP) was formed in 2006 to develop a co-ordinated approach that will deliver major improvement in the scale and quality of green network provision across Glasgow Clyde Valley.

There is a strong relationship between Clydeplan and the GCVGNP: The SDP manager and assistant manager are Chair and Vice Chair of the GCVGNP Committee; the Clydeplan Joint Committee acts for its constituent local authorities to agree local authority funding to support the GCVGNP Business Plan; the Clydeplan Joint Committee approves the GCVGNP business plan and revenue estimates, in respect of local authority contributions only; progress against business plan targets are monitored annually by the Joint

Committee; the executive team of Clydeplan and GCVGNP share offices in 40 John Street, Glasgow.

As well as the SDP manager, the GCVGNP committee is comprised of senior employees from the eight local authorities and four government agencies (Forestry Commission Scotland, Scottish National Heritage, Scottish Environmental Protection Agency and Glasgow Centre for Population Health). The relationship between the Clydeplan and the GCVGNP is not a joint arrangement and so outside the scope of IFRS 11 (Joint Arrangements).

## Financial Performance

### Revenue

GCVGNP has returned a surplus of £5,715 (2018/19 £3,967), against a budgeted breakeven position. The surplus is a result of a reduction in expenditure in property costs to offset the overspend in Employee

Costs and Supplies and Services. Income from Projects has decreased by £6,000 in 2019/20, but this has been offset by income from new funding partner NHS Health Scotland.

GCVGNP is a significant regional component of the Central Scotland Green Network (CSGN). As a result, the GCVGNP secures additional funding for various projects related to the CSGN. The total project

expenditure by the GCVGNP during 2019/20 was nil (2018/19 £15,566). The GCVGNP has been a key partner in the study and planning of the development of the Seven Lochs Wetland Park.

The GCVGNP partners have contributed funding in the following proportions to enable The Partnership to carry out its objectives.

2018/19		2019/20
£	Council	Percentage
5,589	East Dunbartonshire	2.9%
4,758	East Renfrewshire	2.5%
31,019	Glasgow City	16.0%
4,322	Inverclyde	2.2%
17,306	North Lanarkshire	8.9%
9,040	Renfrewshire	4.7%
16,497	South Lanarkshire	8.5%
4,855	West Dunbartonshire	2.5%
<b>Third Party</b>		
30,594	Scottish National Heritage	16.8%
30,594	Scottish Forestry	16.2%
7,000	Glasgow Centre for Population Health	3.6%
4,669	Scottish Environmental Protection Agency	2.4%
20,693	Central Scotland Green Network	9.4%
0	NHS Health Scotland	3.5%
<b>186,936</b>	<b>Total Green Network Partnership Funding</b>	<b>100.0%</b>
		<b>199,836</b>

## Reserves

The Partnership retains financial reserves to offset any liabilities of the Partnership. The following table shows the value of the Partnerships reserves at 31 March 2020. This is analysed into Usable reserves, which is derived from partnership funding and can be used to fund expenditure, and Unusable reserves, which cannot be used to fund expenditure.

## Note 8: Operating Leases

The Joint Committee terminated the operating lease on the office accommodation at West Regent Street in Glasgow in October 2019. Twenty five percent of the accommodation costs were paid by The Green Network Partnership. Clydeplan and Green Network have moved to Glasgow City Council at 40 John Street Glasgow. There is no rental charge for this accommodation, therefore no lease cost in 2019/20. (2018/19 £26,050).

## Note 9: Debtors

Other receivables at 31 March 2020 amounted to £34 (£1,314 2018/19).

2018/19	Reserves	2019/20
£		£
(93,561)	Usable Reserves	(99,299)
	<b>Unusable Reserves:</b>	
5,672	Employee Statutory Adjustment Account	1,178
261,000	Pension Reserve	192,000
<b>173,111</b>	<b>Total</b>	<b>93,879</b>

## Note 10: Creditors

As at 31 March 2019	Short-term Creditors	As at 31 March 2020
£		£
(251,297)	Other Payables	(187,905)
<b>(251,297)</b>	<b>Total</b>	<b>(187,905)</b>

During 2019/20, a decision was made not to extend the lease at West Regent Street and as a result, dilapidation costs were charged. The provision made for this in 2018/19 was more than the eventual cost of the dilapidation charged and therefore the balance of this provision was reversed into Premises Related Costs.

The short-term accumulating compensated absence represents the amount that the Committee would notionally owe employees for leave due by, but untaken at 31 March. It is matched by the Employee Statutory Adjustment Account (an unusable reserve). In prior years, this has been accounted for as a Creditor balance.

## Note 11: Provisions

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

	2019/20		
	Dilapidation of West Regent Street Glasgow	Short-term Accumulating Compensated Absences	Total
£	£	£	£
<b>Balance at 1 April 2019</b>	<b>(28,500)</b>	<b>0</b>	<b>(28,500)</b>
Transferred from Creditors	0	(13,606)	(13,606)
Amounts used in year	10,332	13,606	23,938
Additional Provisions made in year	0	(8,317)	(8,317)
Unused amounts reversed in year	18,168	0	18,168
<b>Balance at 31 March 2020</b>	<b>0</b>	<b>(8,317)</b>	<b>(8,317)</b>

## Note 12: Related parties

The Joint Committee's related parties are those bodies or individuals that have the potential to control or significantly influence the Joint Committee, or to be controlled or significantly influenced by the Joint Committee. The Joint Committee is required to disclose material transactions that have occurred with related parties and the amount of any material sums due to or from related parties.

Related party relationships require to be disclosed where control exists, irrespective of whether there have been transactions between the related parties. Disclosure of this information allows readers to assess

the extent to which the Joint Committee 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 Joint Committee.

The member authorities of the Joint Committee have contributed requisitions in the following proportions to enable the Joint Committee to carry out its objectives. The Joint Committee in turn pays Renfrewshire Council for support services.

The service level agreement for these services is £23,200 (2018/19 £23,200). A proportion of the cost is paid by the Green Network Partnership. The amount paid in respect of these services by the Clydeplan for

the year ended 31 March 2020 was £18,900 (2018/19 £18,900). At its meeting in December 2019 the Joint Committee agreed to reduce the requisition levels for each member authority by £20,000 to bring usable reserves to an appropriate level.

calculated at a level intended to balance the pensions liability with investment assets.

## 14a: Transactions relating to retirement benefits

The cost of retirement benefits is recognised in Gross Expenditure when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge that is statutorily required to be made in the accounts is based upon pension contributions payable by the Joint Committee in the year, and an adjustment is made within the Movement in Reserves Statement to replace the cost of retirement benefits with employers' contributions.

**Current service cost** is the cost of future entitlements to pension payments to current employees.

**Past service cost** is the estimated increase in liabilities arising from current decisions that relates to years of service earned prior to this year. For 2019/20 this includes an estimate for the impact of potential removal of transitional arrangements (McCloud judgement).

**Net interest** is an actuarial adjustment to the inflation element in the cost of funding current and future pension obligations. This is the expected increase during the year in the present value of the Joint Committee's share of Strathclyde Pension Fund's liabilities because they are one year closer to settlement.

The net change in the pension liability recognised in the **Movement in Reserves** Statement for pension payments made by the Joint Committee to the Strathclyde Pension Fund during the year.

The following transactions have been made in the accounting statements in 2019/20:

2018/19	Council		2019/20
£		%	£
72,437.50	East Dunbartonshire	12.5%	52,437.50
72,437.50	East Renfrewshire	12.5%	52,437.50
72,437.50	Glasgow City	12.5%	52,437.50
72,437.50	Inverclyde	12.5%	52,437.50
72,437.50	North Lanarkshire	12.5%	52,437.50
72,437.50	Renfrewshire	12.5%	52,437.50
72,437.50	South Lanarkshire	12.5%	52,437.50
72,437.50	West Dunbartonshire	12.5%	52,437.50
<b>579,500.00</b>	<b>GCVSDPA Funding</b>	<b>100.00%</b>	<b>419,500.00</b>

## Note 13: External audit costs

2018/19		2019/20
£		£
2,900	Fees payable with regard to external audit services carried out by the appointed auditor	2,960
<b>2,900</b>	<b>Total</b>	<b>2,960</b>

## Note 14: Retirement Benefits

As part of the terms and conditions of employment of its employees, the Joint Committee offers retirement benefits. Although these benefits will not actually be payable until employees retire, the Joint Committee has a commitment to make the payments that need to be disclosed at the time that employees earn their future entitlement. The scheme for employees is the Strathclyde Pension Fund which is administered by Glasgow City Council. This is a "funded" defined benefit scheme meaning that the Joint Committee and its employees pay contributions into a fund,

2018/19 £		2019/20 £
128,000	<b>Comprehensive Income &amp; Expenditure Statement (CIES)</b>	
58,000	Current service cost	144,000
	Past service cost	0
<b>186,000</b>		<b>144,000</b>
	<b>Financing and Investment Income &amp; Expenditure</b>	
7,000	Net interest	16,000
<b>193,000</b>	<b>Post-employment benefit charged to the Surplus/Deficit on the Provision of Services</b>	<b>160,000</b>
	<b>Other post employment benefit charged to the CIES</b>	
(131,000)	Return on assets excluding amounts included in net interest	286,000
394,000	Actuarial (gains)/losses arising on changes in financial assumptions	(736,000)
<b>263,000</b>	<b>Total Actuarial (Gain)/Loss</b>	<b>(450,000)</b>
<b>456,000</b>	<b>Total post employment benefit charged to the CIES</b>	<b>(290,000)</b>
	<b>Movement in Reserves Statement</b>	
(393,000)	Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post employment benefits according with the Code	352,000
<b>63,000</b>	<b>Employers Contributions paid to Strathclyde Pension Fund</b>	<b>62,000</b>

## Notes

The Joint Committee is also responsible for all pension payments relating to added years benefits it has awarded, together with related increases. In 2019/20 these amounted to £8,970 (2018/19 £8,758).

In addition to the recognised gains and losses included in the Comprehensive Income and Expenditure Statement, an actuarial gain of £0.352m is included in the Movement in Reserves Statement (2018/19 £0.393m loss).

## 14b: Assets and liabilities in relation to retirement benefits

A reconciliation of the Joint Committee's share of the present value of the Strathclyde Pension Fund's liabilities is as follows:

2018/19 £000		2019/20 £000
4,229	Opening Present Value	4,881
128	Current service cost	144
58	Past Service Cost	0
116	Interest Cost	119
26	Employee Contributions	23
(70)	Benefits Paid	(72)
	<b>Remeasurement (gains)/losses:</b>	
394	Actuarial (gains)/losses arising from changes in financial assumptions	(736)
<b>4,881</b>	<b>Closing Present Value</b>	<b>4,359</b>

A reconciliation of the Joint Committee's share of the fair value of the Strathclyde Pension Fund's assets is as follows:

2018/19 £000		2019/20 £000
4,036	Opening Fair Value	4,295
109	Interest Income	103
63	Contributions from employer	62
26	Contributions from employee	23
(70)	Benefits Paid	(72)
	<b>Remeasurement gain/(loss):</b>	
131	Return on assets excluding amounts included in net interest	(286)
<b>4,295</b>	<b>Closing Fair Value</b>	<b>4,125</b>

## 14c: Fund history

	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000
Present Value of Liabilities	(3,454)	(4,639)	(4,229)	(4,881)	(4,359)
Fair value of assets	2,992	3,699	4,036	4,295	4,125
<b>Surplus/(deficit) in the scheme</b>	<b>(462)</b>	<b>(940)</b>	<b>(193)</b>	<b>(586)</b>	<b>(234)</b>

The main fund (Fund 1) of Strathclyde Pension Fund does not have an asset and liability matching (ALM) strategy.

The net liability of £0.234m has a significant impact on the net worth of the Joint Committee as recorded in the Balance Sheet. Any deficit on the Strathclyde Pension Fund will be made good by increased contributions over the remaining working life of employees, as assessed by the Fund actuary.

The total contributions expected to be made by the Joint Committee to Strathclyde Pension Fund in the year to 31 March 2020 is £0.062m.

## 14d: Basis for estimating assets and liabilities

The Joint Committee's share of the liabilities of the Strathclyde Pension Fund have been assessed on an actuarial basis using the projected unit method, that estimates the pensions that will be payable in future years dependent upon assumptions about mortality rates, salary levels and so on. The Scheme's liabilities have 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 principal assumptions used by the actuary have been:

2018/19	Mortality assumptions	2019/20
<b>Longevity at 65 for current pensioners (years)</b>		
21.4	Men	20.7
23.7	Women	22.9
<b>Longevity at 65 for future pensioners (years)</b>		
23.4	Men	22.2
25.8	Women	24.6
2018/19	Other assumptions	2019/20
3.6%	Rate of increase in salaries	3.0%
2.4%	Rate of increase in pensions	1.9%
2.7%	Rate for discounting scheme liabilities	2.3%
<b>Take-up of option to convert annual pension into retirement lump sum:</b>		
50.0%	Pre-April 2009 service	50.0%
75.0%	Post-April 2009 service	75.0%

The pension scheme's assets consist of the following categories, by proportion of the total assets held:

2018/19			2019/20
£000		%	£000
993	Equity Securities	23.1%	954
135	Debt Securities	3.1%	129
513	Private Equity	12.0%	493
389	Real Estate	9.1%	374
1,831	Investment Funds and	42.6%	1,758
434	Cash & Cash	10.1%	417
<b>4,295</b>		<b>100.0%</b>	<b>4,125</b>

## 14e: Impact on cashflows

An objective of the fund is to keep employer's 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. Employers' and employees' contributions have been determined so that rates are standard across all participating employers. The rate for employer contributions has been set at 19.3% for 2019/20 and 2020/21.

## Note 15: Contingent Liabilities and Assets

Guaranteed Minimum Pension (GMP) was accrued by members of the Local Government Pension Scheme between 6 April 1978 and 5 April 1997. The value of GMP is inherently unequal between males and females for a number of reasons, including a higher retirement age for men and GMP accruing at a faster rate for women; however overall equality of benefits was achieved for public service schemes through the interaction between scheme pensions and the Second State Pension.

The introduction of the new Single State Pension in April 2016 disrupted this arrangement and brought uncertainty over the ongoing indexation of GMPs, which could lead to inequalities between men's and women's benefits.

Strathclyde Pension Fund's actuary has carried out calculations and estimates that the potential impact of GMP indexation would be an increase in the pension liability of approximately £21,000 for Clydeplan. This estimate is not reflected in the Primary Financial Statements because the trigger event that would require recognition has not yet occurred.

## Note 16: Accounting Policies

### A General Principles

The Annual Accounts summarise the Joint Committee's transactions for the 2019/20 financial year and its financial position as at 31 March 2020. The Joint Committee is required to prepare Annual Accounts by the Local Authority (Scotland) Regulations 2014 and section 12 of the Local Government in Scotland Act 2003 requires these 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 (the Code), supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under section 12 of the 2003 Act.

The Code is issued jointly by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) and is designed to give a true and fair view of the financial performance of the Joint Committee.

The accounting convention adopted in the Annual Accounts is principally historical cost, modified by the valuation of pension assets and liabilities where appropriate. The Annual Accounts have been prepared on a going concern basis.

Materiality refers to a level of information or value of such significance that it could influence the decisions or assessments of users of the Annual Accounts by its presence or omission.

## B 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 the sale of goods is recognised when the Joint Committee transfers the significant risks and rewards of ownership to the purchaser, and it is probable that the economic benefits or service potential associated with the transaction will flow to the Joint Committee;
- Revenue from the provision of services is recognised when the authority satisfies the performance obligation of the transaction and it is probable that the economic benefits or service potential associated with the transaction will flow to the Joint Committee;
- 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;
- Where income 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 there is evidence that debts are unlikely to be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected;
- Suppliers invoices paid in the one week following the year-end are accrued together with specific accruals in respect of further material items provided the goods or services were received by the Balance Sheet date.

## C Contingent Liabilities

Contingent liabilities are disclosed in the accounts, but not recognised in the Balance Sheet, in circumstances where:

- an event has taken place that gives the Committee a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Joint Committee; or
- a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

## D Employee Benefits

### Benefits payable during employment

All salaries and wages earned up to the Balance Sheet date are included in the accounts irrespective of when payment was made. An accrual is made for the cost of holiday and flexi-leave entitlements earned by employees but not taken before the year end; and which employees may carry forward into the next financial year.

### Post-employment benefits

The Joint Committee participates in the Local Government Pension Scheme which is administered by the Strathclyde Pension Fund. The Local Government Pension Scheme is accounted for as a defined benefit scheme, and in accordance with International Accounting Standard 19 (IAS19) the Joint Committee has disclosed certain information concerning the assets, liabilities, income and expenditure relating to the pension scheme. IAS 19 requires that an organisation must account for retirement benefits when it is committed to giving them, even if the payment will be many years into the future.

This involves the recognition in the Balance Sheet of the Joint Committee's share of the net pension asset or liability in the Strathclyde Pension Fund and a pension reserve. The Comprehensive Income and Expenditure Statement also recognises changes during the year in the pension asset or liability.

Service expenditure includes pension costs based on employers' pension contributions payable and payments to pensioners in the year.

The liabilities of the Strathclyde Pension Fund attributable to the Joint Committee are included in the Balance Sheet on an actuarial basis using the projected unit method i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates and projections of earnings for current employees. Liabilities are discounted to their value at current prices using a discount rate based on the current rate of return available on a high-quality corporate bond of equivalent currency and term to the scheme liabilities.

The assets of the Strathclyde Pension Fund attributable to the Joint Committee are included in the Balance Sheet at their fair value, principally the bid price for quoted securities, and estimated fair value for unquoted securities.

## E Events after the Balance Sheet date

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statements are authorised for issue. There are two types of events:

- Adjusting events – those that provide evidence of conditions that existed at the end of the reporting period, and the Statements are adjusted to reflect such events;
- Non-adjusting events – those that are indicative of conditions that arose after the reporting period, and the Statements are not adjusted. Where a category of events would have a material effect, disclosure is made in the notes of the nature of the event and its estimated financial effect.

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

## F Prior Period Adjustments

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, i.e. in the current and future years affected by the change and do not give rise to a prior period adjustment.

Changes in accounting policies are made only when required by proper accounting practices, or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Committee's financial position or financial performance. Where a change is made, it is applied retrospectively (unless otherwise stated) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

Material misstatement or omission discovered in prior period figures are corrected retrospectively (unless otherwise stated) by adjusting opening balances and comparative amounts for the prior period.

## G Government Grants and other Contributions

Whether paid on account, by instalments or in arrears, government grants and third-party contributions and donations are recognised as due to the Joint Committee when there is reasonable assurance that:

- the Joint Committee will comply with the conditions attached to the payments; and
- the grants or contributions will be received.

Amounts recognised as due to the Joint Committee are not credited to the Comprehensive Income and Expenditure Statement until conditions attaching to the grant or contribution have been satisfied. Monies advanced as grants and contributions are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the Specific Grant Income line in the CIES.

## H Leases

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

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets. The Joint Committee is not party to any finance leases.

## Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment.

Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g., there is a rent-free period at the commencement of the lease). The risks and rewards of ownership remain with the lessors along with the title of the property.

## I Non-current Assets

Clydeplan carried out a review during 2019/20 on plant and equipment and intangible assets and deemed that no items currently qualify for recognition. Assets that are held for use in the supply of services or other administrative purposes and are expected to be used for more than one year are classed as property, plant and equipment and intangible assets.

Assets costing less than £9,000 are not treated as capital expenditure.

## J Provisions

Provisions are made where an event has taken place that gives the Joint Committee a legal or constructive obligation that probably requires a settlement by a transfer of economic benefit or service potential, and a reliable estimate can be made of the amount of the obligation. Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement. 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.

## K Reserves

Reserves are classified under accounting regulations into two categories: usable reserves, which are available to spend; and unusable reserves, which are unrealised net gains that have a deferred impact on the Joint Committee.

### Usable Reserves

The Revenue Reserve represents surplus funds held by the Joint Committee, which are ultimately repayable to the constituent authorities in the same allocation proportions as the requisitions.

### Unusable Reserves

The Pension Reserve arises from the IAS19 accounting disclosures for retirement benefits and recognises the Joint Committee's share of actuarial gains and losses in the Strathclyde Pension Fund and the change in the Joint Committee's share of the Pension Fund net liability chargeable to the CIES.

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

## L VAT

Income and Expenditure excludes any amount relating to Value Added Tax (VAT), as all VAT is payable to HM Revenue & Customs and all VAT is recoverable from them.

**GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING  
AUTHORITY JOINT COMMITTEE**

**To:** **Joint Committee**

**On:** **8 June 2020**

---

**Report by:** **Chief Auditor**

---

**Heading:** **Internal Audit Annual Report 2019/20**

---

**1. SUMMARY**

- 1.1 The Public Sector Internal Audit Standards require the Chief Auditor to prepare a report, at least annually, to senior management and the Board on the internal audit activity's purpose, authority, and responsibility, as well as performance relative to its plan.
- 1.2 The annual report must also provide an annual audit opinion on the overall adequacy and effectiveness of the Glasgow and Clyde Valley Strategic Development Planning Authority's internal control environment.
- 1.3 The Annual Report for Glasgow and Clyde Valley Strategic Development Planning Authority is attached at Appendix 1 and outlines the role of Internal Audit, the performance of the Internal Audit Team, the main findings from the internal audit work undertaken in 2019/20 and contains an audit assurance statement.

---

**2. RECOMMENDATIONS**

- 2.1 Members are invited to consider and note the contents of the Annual Report.

---



# **Glasgow and Clyde Valley Strategic Development Planning Authority**

## **Annual Report 2019-2020**

**Renfrewshire Council  
Internal Audit**

**June 2020**



**Glasgow and Clyde Valley Strategic Development Planning Authority**

**Internal Audit Annual Report 2019/2020**

**Contents**

		<b>Page</b>
1.	Introduction	1
2.	Responsibilities of Management and Internal Audit	2
3.	Internal Audit Activity in 2019/20	2
4.	Internal Audit Performance	3
5.	Planned Audit Work for 2020/21	4
6.	Audit Assurance Statement	4



# Glasgow and Clyde Valley Strategic Development Planning Authority

## Internal Audit Annual Report

1 April 2019 – 31 March 2020

### 1. Introduction

1.1 As host Authority, Renfrewshire Council provides an internal audit service to Glasgow and Clyde Valley Strategic Development Planning Authority. This includes:

- The compilation of an annual audit plan following consideration and evaluation of those areas of greatest risk in the organisation's operation, and consultation with the Strategic Development Plan Manager;
- Delivery of the planned audit assignments;
- Follow up of previous audit recommendations;
- Provision of any ongoing advice and support on audit and risk management related matters;
- Provision of an Annual Report and Assurance Statement, and presentation to elected members at the Glasgow and Clyde Valley Strategic Development Planning Authority.

1.2 The Service operates in accordance with the Public Sector Internal Audit Standards which defines Internal Audit's role as:

“.....an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.”

1.3 In line with the Standards, the purpose of this Annual Report is to report on:

- The outcome of any planned Internal Audit reviews 2019/20 relating to the Glasgow and the Clyde Valley Strategic Development Planning Authority;
- The outcome of Internal Audit reviews of supporting Renfrewshire Council corporate systems;
- Internal audit performance;
- Planned audit work for 2020/21;
- The annual assurance statement which provides an opinion on the overall adequacy and effectiveness of the Planning Authority's internal control environment.

## 2. Responsibilities of Management and Internal Audit

- 2.1 It is the responsibility of management to ensure that the areas under their control are adequate and effective and that there is a sound system of internal control which facilitates the effective exercise of the organisation's functions and which includes arrangements for the management of risk.
- 2.2 Internal Audit is not a substitute for effective control exercised by management as part of their responsibilities. Internal Audit's role is to independently assess the adequacy of the risk management, internal controls and governance arrangements put in place by management and to undertake sufficient work to evaluate and conclude on the adequacy of those controls for the period under review.

## 3. Internal Audit Activity during 2019/2020

- 3.1 The Annual Report for 2018/2019 was submitted to the Joint Board on 10 June 2019.
- 3.2 There were no outstanding audit recommendations which required to be followed up as part of the 2019/20 annual follow up exercise.
- 3.3 Internal Audit also carried out reviews of the main corporate systems operating within Renfrewshire Council which support the Committee's activity. The main findings in relation to these are summarised in Table 1 below and Renfrewshire Council management have agreed to implement the audit recommendations made in relation to each review:

**Table 1**

Audit Area	Conclusion
General Ledger	<ul style="list-style-type: none"><li>• <b>Reasonable Assurance</b></li></ul> <p>The audit highlighted that the guidance available to staff was satisfactory. Recommendations were made to strengthen the controls surrounding password access, transaction coding and journal entry authorisation.</p>
Procurement – Quick Quote process	<ul style="list-style-type: none"><li>• <b>Reasonable Assurance</b></li></ul> <p>The audit has identified that small number of improvements are required to the execution of the council's quick quote processes surrounding retaining evidence, approval of successful quotes and analysing spend to ensure the quick quote process is used when required.</p>

Cloud Services	<ul style="list-style-type: none"> <li><b>Limited Assurance</b></li> </ul> <p>The review identified that there was scope to improve the cloud security control environment, a number of the areas identified were already known to management and work was underway to address. Recommendations were made in relation to formal Cloud Security Assessments for all contractors. We also identified processes that would benefit from completion and implementation of a formal framework for supplier assurance and performance.</p>
----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

#### 4. Review of Internal Audit Performance

4.1 Internal Audit produces regular reports on its performance during the year to the Renfrewshire Council, Audit, Risk and Scrutiny Board, against a range of measures set annually by the Director of Finance and Resources. These targets are set for all internal audit engagements and include Renfrewshire Council and other associated bodies, for which the team provides internal audit services. Table 2 shows the actual performance against targeted performance for the year.

**Table 2**

Internal Audit Performance 2019/20		
Performance measure	Target 2019/20	Actual 2019/20
% of audit assignments completed by target date	95%	95.4%
% of audit assignments completed within time budget	95%	96.9%
% completion of audit plan for the year*	95%	98.5%

\* this measures the completion percentage as at 31 March. 100% of the plan is ultimately delivered through the finalisation of the outstanding elements in the new financial year.

4.2 Actual performance for the year, is above the target performance level. There were no specific audit engagements undertaken for GCVSDPA during 2019/20.

4.3 The Chief Auditor is required to develop and maintain a quality assurance and improvement programme that covers all aspects of internal audit including

conformance with the PSIAS. The review did not identify any areas of non-conformance that require to be addressed.

#### 4.4 External Audit

External Audit's review of the internal audit service concluded that overall the service operates in accordance with the PSIAS.

#### 4.5 Risk Management

The internal audit service through the Risk Manager, provides advice and support to the GCVSDPA officers, as required.

### **5. Planned Work for 2020/21**

5.1 Following a risk based assessment of the activities of the Glasgow and Clyde Valley Strategic Development Planning Authority and consultation with the Strategic Development Plan Manager, the audit plan provides for ad-hoc advice, reactive investigative work, follow-up of previous audits and risk management advice.

### **6. Audit Assurance Statement**

6.1 Internal Audit has performed its work in accordance with the role defined in paragraph 1.2. The audit work performed has been reported to the Strategic Development Plan Manager, and to the Joint Committee in this annual report. Where areas for improvement in internal control have been identified appropriate recommendations have been made and accepted for action by management.

6.2 In view of the continued challenges common to all public bodies, there will be a requirement for the council and the bodies for which it is host authority to exercise very close scrutiny over expenditure, and both areas will continue to receive due internal audit attention.

6.3 It is not feasible for the system of internal control to be without any weakness. It is important to balance the risks involved in accepting systems limitations with the consequences if a problem emerges. Internal Audit recognises this and assesses this in its reporting mechanism.

6.4 In this context, it is considered that a reasonable level of assurance can be placed upon the adequacy and effectiveness of the Glasgow and Clyde Valley Strategic Development Planning Authority's internal control, risk management and governance arrangements, as evidenced by:-

- The results of the audit work in 2019/20 in relation to the corporate systems which supported the Glasgow and Clyde Valley Strategic Development Planning Authority's activities.

- Management action to respond to audit recommendations.
- management self assessment of internal control, risk management and governance arrangements.
- The regular review and updating of the Local Code of Corporate Governance by the Council in accordance with the CIPFA/SOLACE framework for corporate governance requirements and of the corporate governance arrangements within the Glasgow and Clyde Valley Strategic Development Planning Authority.

Signed *Andrea Monahan*

Chief Auditor

Date 8 June 2020



**GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING  
AUTHORITY JOINT COMMITTEE**

**To:** Joint Committee

**On:** 8 June 2020

---

**Report by:** The Treasurer and the Strategic Development Plan Manager

---

**Heading:** Corporate Purchasing Card Expenditure 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020

---

**1. Summary**

- 1.1 At the Joint Committee meeting of 20<sup>th</sup> June 2016, members requested that a list of expenses incurred through corporate procurement card payment be submitted to the Joint Committee on a quarterly basis.
- 1.2 A list of expenses by type and employee for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

---

**2 Recommendations**

- 2.1 It is recommended that members note the report.

---

**3 Corporate Procurement Card Expenditure**

- 3.1 In the period from 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020 a total of £5,596.72 was spent by Corporate Procurement Card. Details can be found in the table below.

---



**CPC Expenditure for the Period 1st April 2019 to 31 March 2020**

	Travel & Subsistence	Operational Supplies and Services	Total
SDP Manager	£1,421.25		£1,421.25
Assistant SDP Manager	£708.95		£708.95
Planning Analyst	£123.00		£123.00
Strategic Planner	£64.00		£64.00
Admin Officer	£0.00		£0.00
Operational Supplies and Services		£3,279.52	£3,279.52
<b>Total</b>	<b>£2,317.20</b>	<b>£3,279.52</b>	<b>£5,596.72</b>

