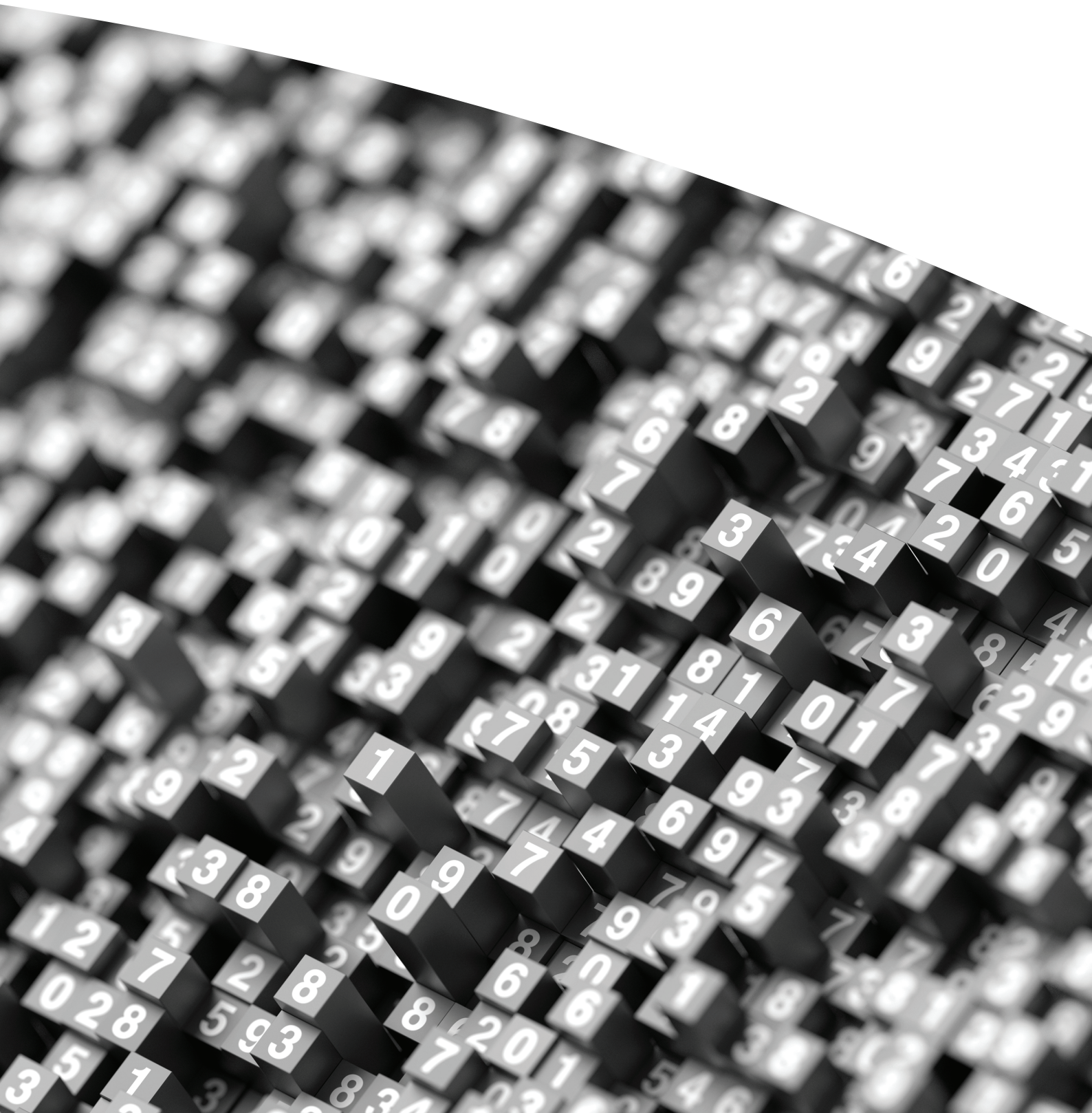




Strathclyde Partnership for Transport  
Annual Accounts  
for the year ended 31 March 2018





# Strathclyde Partnership for Transport

## Annual Accounts for the year ended 31 March 2018

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# Members of Strathclyde Partnership for Transport

Members of the Partnership as at 31 March 2018

## Member

**Councillor Graham Hardie**  
**Councillor Jim Roberts**  
**Councillor Alan Moir (Vice Chair)**  
**Councillor Alan Lafferty**  
**Councillor Malcolm Balfour**  
**Councillor Martin Bartos (Chair)**  
**Councillor Allan Casey**  
**Councillor Jacqueline McLaren**  
**Councillor Anna Richardson**  
**Councillor David Wilson (Vice Chair)**  
**Councillor Donald Reid**  
**Councillor Colin Cameron**  
**Councillor Michael McPake**  
**Councillor Marie McGurk**  
**Councillor Ian Cochrane**  
**Councillor Allan Falconer**  
**Councillor Richard Nelson**  
**Councillor David Shearer**  
**Councillor Jim Finn**  
**Gregory Beecroft**  
**Brian Davidson**  
**Ann Faulds**  
**Anne Follin**  
**Graham Johnston**  
**Alex Macaulay**  
**Jo MacLennan**  
**Jim McNally**

## Representing

Argyll & Bute Council  
East Ayrshire Council  
East Dunbartonshire Council  
East Renfrewshire Council  
Glasgow City Council  
Glasgow City Council  
Glasgow City Council  
Glasgow City Council  
Glasgow City Council  
Glasgow City Council  
Inverclyde Council  
North Ayrshire Council  
North Lanarkshire Council  
North Lanarkshire Council  
Renfrewshire Council  
South Ayrshire Council  
South Lanarkshire Council  
South Lanarkshire Council  
South Lanarkshire Council  
West Dunbartonshire Council  
Appointed Member  
Appointed Member  
Appointed Member  
Appointed Member  
Appointed Member  
Appointed Member  
Appointed Member  
Appointed Member

The Partnership consists of 20 Elected Members (see note 1) representing the 12 constituent unitary authorities in the west of Scotland and between seven and nine Appointed Members. There are currently eight Appointed Members. The Partnership met on six occasions during 2017/18.

The directors of the organisation are defined as the **Chief Executive, Gordon MacLennan; Assistant Chief Executive (Business Support), Valerie Davidson; and Assistant Chief Executive (Operations), Eric Stewart (see note 2).**

(1) There were only 19 members of the Partnership as at 31/03/2018 due to one member leaving and another member being appointed. Tracy Carragher (North Lanarkshire) joined the Partnership on 09/04/2018, which brings the Partnership back to the full complement of 20 members.

(2) Eric Stewart, Assistant Chief Executive (Operations) left SPT on 14/04/2018.

## Secretary / Treasurer

**Valerie Davidson**  
Assistant Chief Executive  
Strathclyde Partnership for Transport  
131 St. Vincent Street  
Glasgow  
G2 5JF

## Address for Correspondence

**Neil Wylie**  
Director of Finance & HR  
Strathclyde Partnership for Transport  
131 St. Vincent Street  
Glasgow  
G2 5JF



# Management Commentary

## Introduction

This management commentary puts the annual accounts into context of what SPT is aiming to achieve, how we manage the risks and challenges and what the future holds.

## About Strathclyde Partnership for Transport

Strathclyde Partnership for Transport is the Regional Transport Partnership for the west of Scotland covering 12 council areas.

SPT's Partnership Board is made up of 20 elected members representing 12 constituent councils, and in 2017/18 there were eight Appointed Members.

Following the local elections in May 2017, the Partnership was chaired by Councillor Dr Martin Bartos along with Vice Chairs Councillor Alan Moir and Councillor David Wilson. A full list of SPT's current members can be found at [spt.co.uk/corporate/about/our-team/members/](http://spt.co.uk/corporate/about/our-team/members/). The Partnership's policies and decisions are implemented by SPT staff under the strategic direction of Chief Executive, Gordon MacLennan, Assistant Chief Executive (Business Support), Valerie Davidson and Assistant Chief Executive (Operations), Eric Stewart.

SPT is at the heart of the region's transport planning, operations and project delivery; working to develop a joined up network now and for the future. We provide subsidised local bus services, are instrumental in the delivery and growth of community transport, and provide demand responsive services – MyBus – in areas not served by the commercial market and in rural communities where public transport would otherwise be unavailable. We deliver on street bus shelters and stops, transport information and are a key influence in the design of the bus network.

SPT organises the biggest school run in Scotland – ensuring around 38,000 pupils get to and from school every day. We own and operate Buchanan, East Kilbride, Greenock and Hamilton bus stations with a total of around 1.2 million bus departures from our stations every year.

SPT also own and operate the Subway in Glasgow – the world's third oldest underground system and a vital part of the west of Scotland's transport network. The Subway carried nearly 13 million passengers in 2017/18.

We continue with modernisation of the Subway which will transform the network and enhance our customers' travel experience. 2017/18 saw work continue on the delivery of the contracts for the manufacture and delivery of new rolling stock, signalling and control systems, control room and associated equipment. In addition, work continued to ensure the integrity of subway tunnels and infrastructure and also saw the completion of station refurbishments at Kelvinbridge and Shields Road in year.

SPT's Subway continues to operate its Smartcard ticketing system, with to date more than 161,000 Smartcards issued. On behalf of operators, SPT is also responsible for the operation and administration of the region's ZoneCard – an integrated multi-modal ticketing scheme – and on behalf of the 12 councils, the Strathclyde Concessionary Travel Scheme which provides discounted travel for those who are eligible on rail, subway and ferry.

The final stages of the Fastlink project to extend and upgrade key bus routes within Glasgow city centre, and the completion of the related cycling infrastructure was completed in 2017/18.

We also work with many other organisations central to the planning and delivery of transport, including constituent councils, Transport Scotland, Clydeplan and public transport operators to name a few.

'A Catalyst for Change', the Regional Transport Strategy (RTS) for the west of Scotland 2008 – 2021, sets out SPT's vision and high-level strategy for improving transport across the west of Scotland. It seeks to deliver our four Strategic Outcomes. These are:

- Attractive, seamless, reliable travel;
- Improved connectivity;
- Access for all; and
- Reduced emissions.

The RTS is supported by a Delivery Plan, which sets out the key investments, services and initiatives to be delivered in the shorter term to work towards achieving the strategic outcomes for the region.

In addition to our responsibilities as the Regional Transport Partnership, we also have responsibilities as a public body to ensure that public money is safeguarded and properly accounted for, used economically and efficiently. We must also ensure that we can demonstrate improved service delivery. This is underpinned by robust governance arrangements and processes.

SPT's functions are determined by the Transport (Scotland) Act 2005, which effectively transferred the functions of Strathclyde Passenger Transport Authority (SPTA) and Executive (SPTE) to the regional transport partnership for the west of Scotland. This resulted in SPT assuming the majority of responsibilities and roles of the former SPTA and SPTE with effect from 1 April 2006.

## Our Priorities

SPT's work is guided by the Regional Transport Strategy. This provides a strategic planning framework for planning, investment and delivery.

- **Attractive, seamless, reliable travel**

SPT believes that all modes of public transport in Strathclyde should be attractive, seamless and reliable. Those services should deliver regular, stable timetables which benefit existing passengers as well as attracting new customers. To achieve this priority in 2017/18 there was a major focus on Subway Modernisation and particularly the Subway Tunnels and associated infrastructure. In addition, work continued to improve the bus services that we provide, to improve the associated bus infrastructure in our area and also to further develop the Smart and Integrated Ticketing services provided.

- **Improved connectivity**

SPT aims to achieve more efficient transport networks to help reduce congestion, improve access to employment, to help businesses connect better with their customers, employees and suppliers and to attract investment to the area. It is all part of developing an efficient, sustainable transport network to ensure access to strategic locations for both residents and business.

We pursued this aim by focusing on extending Fastlink, an urban rapid transit system into the city centre, supporting strategic rail enhancements, including rail park & ride schemes, delivery of the Freight Strategy; and delivery of a new real time passenger information system.

- **Access for all**

Ensuring that the transport network is accessible, affordable and safe enables the people of Strathclyde to get to the places they need and want to be, be it for education, employment or leisure. SPT aims to achieve this by providing and supporting socially necessary transport services and minimising any physical and non-physical barriers so that everyone, importantly those most in need, can live independent, socially-active lives and access the same opportunities as everyone else.

Our activity focussed on continuing to support the provision of socially necessary services, improving access to healthcare, and promoting equal access to public transport.

- **Reduced emissions**

SPT is committed to improving the range, choice, access to and appeal of sustainable travel options and encouraging better travel choices. We are also committed to reducing carbon emissions produced by our own operations and have implemented carbon reduction measures across the organisation.

In 2017/18, SPT focussed on reducing emissions through investing in active travel assets such as cyclepaths and footpaths, as well as seeking improvements through the supply chain including purchase of low emission vehicles. In addition, SPT continues to focus on reducing its own carbon footprint through a number of energy reducing initiatives.

- **Improved service delivery**

SPT is focussed on not only delivering transport improvements for the public but we also work hard to ensure that we are delivering our work as effectively and efficiently as possible with a focus on delivering increased digitalisation in support of the drive for efficiency. 2017/18 also saw the launch of a structured Business Improvement Programme to further drive efficiencies in the organisation.

We are continually evaluating everything we do to make sure that we get the most out of our resources – making every penny and every action count.

## Performance Reporting

SPT monitors its performance regularly and reports on its performance publicly throughout the year to its members through the committee structure. All reports are available to the public and can be found at:

[spt.co.uk/corporate/about/minutes-agendas](http://spt.co.uk/corporate/about/minutes-agendas)

In addition, the full year performance is reported in the Annual Report 2018 and can be found at:

[spt.co.uk/corporate/about/annualreport](http://spt.co.uk/corporate/about/annualreport)

## Treasury Management

SPT has adopted in full the CIPFA Code of Practice on Treasury Management including the creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of SPT's treasury management activities. SPT publishes an annual Treasury Management Strategy for the year ahead and annual Treasury Management Report for the year past, including a commentary on compliance. The 2017/18 Treasury Management Strategy can be found at:

[spt.co.uk/documents/latest/sp170317\\_agenda6.pdf](http://spt.co.uk/documents/latest/sp170317_agenda6.pdf)

## Management of Risk

The main financial and operational risks to SPT are included within the corporate risk register. This includes identification of clear mitigating actions and risk owners. The major financial risks at this stage arise from the continuing uncertainty over future years' financial settlements and the potential for continued austerity measures. This is reviewed regularly and reported to each Audit & Standards Committee for scrutiny and can be found at:

[spt.co.uk/corporate/about/minutes-agendas/audit-standards-committee/](http://spt.co.uk/corporate/about/minutes-agendas/audit-standards-committee/)

## Look Ahead

### Subway modernisation

The roll-out of the £288.7 million Subway modernisation programme continues with work planned on building a new Operational Control Centre, redevelopment of the Operational Depot in advance of the continued work on design and build of rolling stock, signalling and associated systems. Station refurbishment works have commenced at Bridge Street Station and will be finished later in 2018. Refurbishment work at St George's Cross and Cowcaddens stations is planned to begin later in 2018.

### Smart and integrated ticketing

The Subway Smartcard continues to be a popular choice for customers with more than 161,000 cards in use and more than £4.2m of Subway Pay As You Go credit purchased on smartcards in 2017. Customers can also load ScotRail smart tickets as well as Tripper multi-operator bus tickets onto a Subway Smartcard.

Following the successful launch of online Subway ticket sales in 2016/17, the number of online sales has more than doubled for the same period in 2017/18. More than a quarter of all annual and six-month Subway season tickets are now purchased online.

SPT is working to develop innovative ticketing solutions through the Nevis Technologies joint venture with East Kilbride based tech firm Rambus. We are testing the Subway SmartApp, an Android app which emulates a plastic smartcard, the first application of its type to be used in Scotland.

### Regional Transport Strategy

SPT is working to develop a new RTS for the west of Scotland over the next three years. Over the year ahead we will be working in partnership with all stakeholders to update the evidence base of the transport problems, issues, constraints and opportunities for west-central Scotland, and to agree a new set of transport objectives for the region.

In addition, the Scottish Government have commenced consulting on a Transport Bill addressing many issues in the transport landscape, including bus related matters. SPT will continue to engage with the Scottish Government on what these solutions could be and how best they are implemented.

## Preparation of the Annual Accounts

The annual accounts demonstrate SPT's sound stewardship of the public funds it controls and manages. The annual accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 which is based upon International Financial Reporting Standards (IFRS). Therefore, the Code, which remains the authoritative accounting standard for local authorities (and related bodies) across the UK, is based upon internationally common accounting practices.

There remains an outstanding legislative matter relating to the preparation of the annual accounts. A technical bulletin, issued by Audit Scotland, in June 2007 suggests that the Transport (Scotland) Act 2005 does not permit RTP's, including SPT, to generate a surplus or deficit on the general fund and hence to add to reserves. Reserves and fund balances are a critical tool in the financial plans of any organisation to ensure it is in a position to respond to unexpected events and circumstances. SPT is therefore relying on the former powers transferred under the Act to hold and utilise reserves. However, according to the technical bulletin and the opinion of Audit Scotland, SPT cannot contribute to reserves. SPT, having taken legal advice does not agree with the view suggested by Audit Scotland, given that the powers of SPTA and SPTTE were transferred to SPT, but again in 2017/18 has prepared the annual accounts in accordance with the position expressed by Audit Scotland. The view that SPT cannot add to reserves impacts on strategic financial planning and limits SPT's ability to plan and prepare for replacement and repair funds, which is considered to be best practice. SPT continues to press the Scottish Government for the legislative change which is deemed necessary to resolve the issue as a matter of urgency and can report that this issue has been the subject of a recent Scottish Government consultation. It is hoped that the matter will be addressed through the planned Transport Bill.

Pages 17 to 24 of the annual accounts set out the accounting policies adopted by SPT in the preparation of the annual accounts to ensure that the annual accounts give a 'true and fair view' of SPT's financial position.

## Financial Review

The Comprehensive Income and Expenditure Statement (CIES) shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices. The current economic environment continues to put pressure on various elements of funding and service costs. However, efficiency plans implemented over the last five years, and again in 2017/18 ensured that SPT services were delivered within budget and available funding. SPT continues to make plans for responding to any further reductions in public sector funding.

SPT's net revenue budget was set at £37.670 million, of which £36.633 million was financed by requisition from the 12 local authority partners in the SPT area and £1.037 million was financed by Scottish Government direct grants. Requisition and Scottish Government grant was received as budgeted for and no draw on reserves was required within the year.

As in 2016/17 a contribution to the Subway Fund was planned for 2017/18, in accordance with the Subway Modernisation Business Case submitted to the Scottish Government, and has been generated. However, until the matter relating to the holding of reserves is resolved this contribution is deemed to be "Receipts in Advance". A contribution of £16.054 million (2016/17: £11.517 million) was made during the year and no 'Receipts in Advance' were utilised in 2017/18 (2016/17: £17.087 million). This resulted in a balance of £35.045 million (2016/17: £18.991 million). The current balance of £35.045 million is shown under Receipts in Advance (note 27). This approach will be necessary and will continue until the issue of SPT's power to hold reserves is resolved. The balance is in line with the agreed funding case approved by the Scottish Government. The Scottish Government have provided confirmed annual funding profiles for Subway Modernisation, allowing SPT to undertake more robust cash flow analysis to maximise the efficient use of its resources.



## Balance Sheet

SPT's balance sheet is shown on page 26 of the annual accounts and provides details of SPT's assets and liabilities as at 31 March 2018. Explanatory notes are also provided. The increases in Short Term Investments to £103.516 million (2016/17: £65.331 million) and Cash and Cash Equivalents to £64.099 million (2016/17: £21.616 million) primarily relate to the receipt of £53 million of Scottish Government specific capital grant for Subway Modernisation for 2018/19 in March 2018 (accounted for as Capital Grants Unapplied) and the further addition of £16.054 million to the "Receipts in Advance" in respect of the Subway Fund.

## Cash Flow Statement

The Cash Flow Statement on page 27 of the annual accounts summarises the inflows and outflows of cash arising from transactions with third parties for revenue and capital purposes during the year.

## Total Movement in Reserves

The movement in reserves statement on page 28 of the annual accounts shows the movement in revenue and capital reserves held by SPT as at 31 March 2018. The major movements in reserves in the year are: a £69.051 million increase in the Capital Grants Unapplied Account; a £25.011 million increase in the Capital Adjustment Account; a £0.561 million decrease in the Revaluation Reserve; and a £46.412 million increase in the Pension Reserve.

The increase in the Capital Grants Unapplied Account relates to the use of this reserve as a source of funding in future years for new capital expenditure.

## Capital Expenditure

SPT receives a specific grant from the Scottish Government to fund capital investment, although it does have the facility and powers to undertake prudential borrowing. SPT has not supplemented the direct government grant with borrowing during the financial year.

Details of capital expenditure are provided in note 21 (page 54 of the annual accounts). Total expenditure in support of the programme amounted to £39.960 million (2016/17: £59.648 million). The programme was funded by: £20.132 million of Scottish Government general capital grant; £19.273 million Scottish Government specific capital grant in support of Subway Modernisation; £0.537 million Scottish Government specific capital grant in support of the Fastlink project; £0.014 million from the Capital Receipts Reserve; and £0.004 million other grants and contributions.

Capital expenditure relating to Subway Modernisation is slower than originally anticipated and as a result there have been movements from one financial year end to the next financial year. This is closely monitored and reported upon.

A funding swap arrangement entered into with other Regional Transport Partnerships in 2007/08 has not yet crystallised and £1.564 million remains outstanding. This will be returned at a time agreed between the respective bodies.

## Valuation of Non-current Assets

In 2017/18 some properties were revalued in accordance with the Code, resulting in an increase of £0.559 million to the Revaluation Reserve (see note 7, Balance sheet – Unusable Reserves) and revaluation losses of £0.960 million charged to the Comprehensive Income and Expenditure Statement (CIES).

In 2017/18 the useful life of some intangible assets was re-assessed by management resulting in an increase of £0.240 million to the Revaluation Reserve (see note 7, Balance sheet – Unusable Reserves).

As a result of the Subway Modernisation programme, an annual review has been instigated of all Subway assets to determine if any would be rendered obsolete ahead of their scheduled useful life by the planned investment in new assets. This review also incorporates non subway fixed assets. In 2017/18, no impairment losses have been identified and charged to the CIES.

## Pension Assets and Liabilities

The common position for employers participating in the Strathclyde Pension Fund is that the International Accounting Standard 19 (IAS19), 'Retirement Benefits' calculation (page 36 of the annual accounts) is based on a snapshot valuation as at 31 March 2018, which shows a deficit of £3.245 million (£49.657 million deficit, 2016/17). The overall funding level of the pension fund has improved from previous valuations due to a reduction in future estimated liabilities and better than anticipated investment returns. These have been partially offset by a reduction in future expected investment returns.

## Membership of the Partnership

Details of the Members of the Partnership at 31 March 2018 are shown on page 4 of the annual accounts.

**Approved on behalf of Strathclyde Partnership for Transport and signed on their behalf.**



**Martin Bartos**  
Chair

28 September 2018



**Gordon MacLennan**  
Chief Executive

28 September 2018



**Valerie Davidson**  
Assistant Chief Executive

28 September 2018

# Statement of Responsibilities

## The Partnership's responsibilities

The Partnership is required to:

- Make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this Partnership, that officer is the Assistant Chief Executive;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- Ensure the Annual Accounts are prepared in accordance with legislation (the Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government Scotland Act 2003); and
- Approve the Annual Accounts for signature.

**I certify that the Annual Accounts have been approved for signature by the Partnership at its meeting on 28 September 2018.**



**Martin Bartos**  
Chair

28 September 2018

## The Assistant Chief Executive's responsibilities

The Assistant Chief Executive is responsible for the preparation of the Partnership's statement of accounts in accordance with proper practice as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 ("the Code of Practice").

In preparing these annual accounts, the Assistant Chief Executive has:

- Selected suitable accounting policies and applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with legislation;
- Complied with the Code of Practice on Local Authority Accounting in the UK;
- Kept proper 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 Annual Accounts give a true and fair view of the financial position of SPT at the reporting date and the transactions of SPT for the year ended 31 March 2018.**



**Valerie Davidson**  
Assistant Chief Executive

28 September 2018

# Annual Governance Statement and Statement of Internal Financial Control

## Scope of the Governance Framework

Strathclyde Partnership for Transport (SPT) has established governance arrangements that are consistent with the seven principles for good governance outlined in the *'Delivering good governance in local government: Framework 2016'* published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

SPT is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically and efficiently. There is also a duty under the Local Government (Scotland) Act 2003 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

SPT is also responsible for establishing proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions and is focused on meeting key strategic and business objectives and that benefits are realised.

## The Purpose of the Governance Framework

The purpose of *Delivering good governance in local government: Framework 2016* (the Framework) is to encourage better service delivery and improved accountability by establishing a benchmark for aspects of good governance in the public sector.

The governance framework comprises the behaviours, values, practices and systems by which the Partnership is directed and controlled and engages with the community. It enables the Partnership to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective outcomes.

The quality of governance arrangements underpins the level of trust in public services and is therefore a fundamental building block upon which SPT can build its promise to customers. Trust in public services is also influenced by the quality of services received, regardless of who is responsible for delivering them, and also by how open and honest an organisation is about its performance.

Good governance, and a framework (Local Code of Corporate Governance) for the implementation of good governance

allows SPT to be clear about its approach to discharging its responsibilities as outlined above and to promote this widely both internally, to employees and members, and externally to partners, stakeholders and most importantly the travelling public of the west of Scotland.

The Local Code of Corporate Governance has been populated with evidence of compliance to support each of the seven principles. The arrangements required for gathering information for the preparation of the Annual Governance Statement provide an opportunity for SPT to consider the robustness of the governance arrangements and to consider this as a corporate issue that affects all parts of the organisation. It also helps to highlight current arrangements and arrangements which will be subject to review in the forthcoming year.

## The Governance Framework

**Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.**

SPT has well established standing orders and terms of reference that regulate the operation of the Partnership and committee meetings. These standing orders are supported by a scheme of delegated functions, standing orders relating to contracts, the code of corporate governance and financial regulations with clear delegation arrangements and protocols for decision making and communication, and codes of conduct defining the standards of behaviour for employees and members. Guidance to support this principle is contained within SPT's governance manual.

SPT management have a designated role profile and these profiles are easily accessible for employees via the intranet and are structured to provide clear responsibility and accountability at both strategic and operational levels.

These arrangements are supplemented by HR policy and guidance.

Amendments to the Standing Orders Relating to Contracts, to reflect the Procurement Reform Act (Scotland) 2014, were approved by the Partnership at its meeting of 9 December 2016. The Procurement Strategy 2016/18 was approved by the Partnership at its meeting of 9 December 2016.

## Principle B: Ensuring openness and comprehensive stakeholder engagement.

SPT is clear about the leadership responsibilities for services, whether provided directly, through partners or by third parties. We will work closely with partners and stakeholders to make sure they deliver to agreed levels of quality and are accountable for what they do. SPT has a clear commitment to ensure services deliver the most appropriate combination of quality, value and choice to all.

SPT is a committed community planning partner and we work in partnership to deliver local and national outcomes and to ensure we make a positive contribution to the Single Outcome Agreement in each of our constituent council areas.

Each year we produce a Transport Outcome Report (TOR), which shows how our activities contribute to Single Outcome Agreements and SPT provide a summary of service delivery and local outcomes in each council area.

SPT interacts and engages with stakeholders and publishes annual reports, annual accounts, service performance information and the results of customer surveys.

In addition, communications are maintained through the local and national press, our website, staff intranet pages and officer and/or member representation at public meetings.

SPT remains committed to developing systems to allow stakeholders to engage electronically. Contact can be made through the website and social media.

Meetings of the Partnership and its committees are open to the public, and agendas, papers and minutes are published on our website in accordance with the Publication scheme.

Committee representation was approved by the Partnership at its meeting of 23 June 2017.

## Principle C: Defining outcomes in terms of sustainable, economic, social and environmental benefits.

The Annual Statement on Sustainable Economic Growth sets out the steps that SPT has taken in 2017/18 to promote and increase sustainable growth through the exercise of its functions.

The Regional Transport Strategy has a strong focus on the specific services, initiatives and projects which SPT seeks to deliver. The Regional Transport Strategy is integral to SPT's business planning processes which reflect current social, environmental and economic circumstances at local, regional and national levels.

In accordance with the Regional Transport Strategy, SPT presents Transport Outcomes Reports (TORs) for SPT's constituent councils and Community Planning Partnerships (CPPs) in accordance with their Single Outcome Agreements (SOAs).

The Regional Transport Strategy is subject to review and the Partnership approved the various stages of the review process at its meeting of 29 September 2017.

SPT's Carbon Management Plan 2025 was approved by the Partnership at its meeting of 23 June 2017.

## Principle D: Determining the interventions necessary to optimise the achievement of the intended outcomes.

The Partnership and committees receive regular and comprehensive reports on SPT service delivery and outcomes.

The decision making and scrutiny framework within SPT encompasses self-evaluation as well as internal and external inspection.

The SPT strategy group and senior management receive advice and guidance from officer led groups responsible for the consideration of, for example, environmental sustainability, Digital transformation, and health and safety to drive and direct the decision making process. This advice is supplemented by external support provided by specialist professionals and services, where appropriate.



## Principle E: Developing the entity's capacity, including the capability of its leadership and the individuals within it.

This principle is about enabling members and officers to develop and enhance their knowledge and skills to allow them to effectively fulfil their roles and responsibilities.

A programme of training has been put in place for all members to remain well versed in their role and the role of the committee(s).

SPT has adopted a corporate induction process, delivered by Human Resources (HR). All new employees are required to undertake this induction. This arrangement is supplemented by local induction which is delivered by the appropriate department.

SPT remains committed to developing its workforce through the provision of a learning and development scheme for employees, to ensure that training and development needs are documented and managed in a structured and planned way.

## Principle F: Managing risks and performance through robust internal control and strong public financial management

The Partnership's Standing Orders, Committee Terms of Reference, Scheme of Delegated Functions and Financial Regulations outline the roles and responsibilities for the monitoring and reporting of financial and risk management arrangements.

All reports presented to the Partnership/Committee require an assessment of financial and risk consequences to be detailed to support the decision making process.

The Partnership has an effective budget setting process which demonstrates an understanding of its costs, priorities and risks which is directly linked to outcomes.

The financial position is continually monitored throughout the year by the Strategy and Programmes committee.

The annual accounts demonstrate SPT's sound stewardship of the public funds it controls and manages. The annual accounts are prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom which is based upon International Financial Reporting Standards (IFRS). Therefore, the Code, which remains the authoritative accounting standard for local authorities (and related bodies) across the UK, is based upon internationally common accounting practices.

In accordance with the Scottish Government's *'Safe, secure and prosperous: A Cyber Resilience Strategy for Scotland: Public Sector Action Plan 2017/18'*, and pending further Scottish Government guidance, SPT has:

- senior management commitment and basic governance arrangements in place;
- cyber security information sharing partnership (CISP) membership;
- appropriate use of Active Cyber Defence measures;
- appropriate training and awareness raising processes;
- cyber incident response protocols, aligned with central mechanisms.

SPT will seek to achieve cyber essentials plus (CE+) certification by mid-2018.

## Principle G: Implementing good practices in transparency, reporting, and audit, to deliver effective accountability.

Stakeholders and other interested parties can easily access information on SPT, its performance and outcomes (e.g. Annual statement on sustainable economic growth and Public Services Reform (Scotland) Act 2010 statements) from the website.

The website provides clear information on the services that SPT delivers and its responsibilities to the community and the travelling public of the west of Scotland.

Stakeholders can communicate with SPT using a range of available channels including social media. SPT has a Facebook and Twitter accounts.

The Audit and Standards committee meet on a regular basis and have clear terms of reference.

## Monitoring and Review of Governance Arrangements

SPT's governance arrangements are formally monitored via:

- the Partnership's established committee framework, including the Audit and Standards committee;
- Strategy Group and senior management;
- internal and external audit work; and
- review(s) of the local code of corporate governance arrangements which inform this statement.

Review of governance arrangements are undertaken within the context of the Regional Transport Strategy, Community Planning, and our strategic objectives.

## Statutory Role

Section 95 of the Local Government (Scotland) Act 1973 places responsibility for the proper administration of SPT's financial affairs upon the proper officer of the Partnership. In SPT, the Assistant Chief Executive is the responsible officer and is a member of the SPT Strategy Group.

This arrangement is in accordance with good practice, as prescribed in the CIPFA Statement on the Role of the Chief Financial Officer in Local Government. Officer responsibilities are set out in SPT's Scheme of Delegated Functions and Financial Regulations which confirm that the Assistant Chief Executive shall be responsible for the financial affairs of the Partnership and act as adviser to the Partnership and all committees.

## System of Internal Financial Control

This section of the Annual Governance Statement relates to the system of internal financial control of SPT. It incorporates a level of assurance on the systems of internal financial control.

This statement applies to the 2017/18 annual accounts for SPT. We acknowledge our responsibility for ensuring that an effective system of internal control is maintained and operated in connection with the resources concerned.

The system of internal financial control is based on a framework of regulations, policies, processes, administrative and authorisation procedures and controls, management supervision and a system of delegated authority and accountability.

Development and maintenance of the system is undertaken by officers of SPT. Key elements include:

- comprehensive capital and revenue budgeting systems integrated with service planning;
- a regime for regular reporting to the Partnership and committees of periodic and annual reports which highlight financial performance against forecast;
- setting targets to measure financial and other performance;
- performance management information;
- project management disciplines; and
- guidance relating to financial processes, procedures and regulations.

Internal Audit is 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.

The Audit and Assurance function provides Internal Audit services to the Partnership in conformance with the Public Sector Internal Audit Standards (PSIAS). All engagements are completed in conformance with these standards and the Internal Audit Charter. The Audit and Assurance team completed an annual programme of work approved by the Audit and Standards committee based on a risk-based internal audit plan. The plan was reviewed throughout the year to reflect evolving risks and changes within the organisation.

Internal Audit reports identifying areas for improvement and/or non-compliance with expected controls are brought to the attention of management and include appropriate recommendations and action plans. It is management's responsibility to ensure that proper consideration is given to Internal Audit reports and that appropriate action is taken on recommendations. Reports are subsequently monitored by the section 95 officer, the Strategy Group and the Audit and Standards committee.

The effectiveness of internal financial controls is informed by officers throughout SPT and the Audit and Standards committee (as the scrutiny committee) and by the work of internal and external audit. It is SPT's view that the systems for internal control were effective during 2017/18 with no identified material weaknesses, and will be improved through implementation of the recommended actions from internal and external audit reports, and continuous corporate business planning.

It should be noted that the system of internal financial control can provide only reasonable and not absolute assurance that all transactions are properly assessed or that errors have been prevented, and as such SPT is continually seeking to improve the effectiveness of its system of internal financial control.

SPT is committed to ensuring that governance and internal financial control arrangements are robust, proportionate, and in line with good practice. SPT has established a culture of continuous improvement, and is thorough in addressing issues that emerge either through self-assessment, business improvement processes or as part of the external scrutiny process.



**Martin Bartos**

Chair

28 September 2018



**Gordon MacLennan**

Chief Executive

28 September 2018

# Accounting Policies

## General Principles

The annual accounts for the year ended 31 March 2018 have been compiled on the basis of recommendations made by the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) and have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the Code) and the Service Reporting Code of Practice 2017/18 (SeRCOP). The Code is based on International Financial Reporting Standards (IFRS) with interpretation appropriate to the public sector. The statements are designed to give a 'true and fair view' of the financial performance and position of SPT for 2017/18.

The accounting concepts of 'materiality', 'accruals', 'going concern' and 'primacy of legislative requirements' have been considered in the application of accounting policies. In this regard the materiality concept means that information is included where the information is of such significance as to justify its inclusion. The accruals concept requires the non-cash effects of transactions to be included in the financial statement for the year in which they occur, not in the period in which the cash is paid or received. The going concern concept assumes that SPT will not significantly curtail the scale of its operation. Wherever accounting principles and legislative requirements are in conflict the latter shall apply.

The accounting convention adopted in the annual accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

### 1. Basis of preparation

The accruals concept requires the non-cash effects of transactions to be reflected in the annual accounts for the accounting period in which those effects are experienced and not in the period in which any cash is received or paid.

#### • Revenue income and debtors

All transactions relating to the period to 31 March 2018 have been matched and accounted for in the period to which they relate. Government grants and other contributions are accounted for on an accruals basis and are recognised as income when the conditions of entitlement have been satisfied and there is reasonable assurance that the monies will be received.

#### • Revenue expenditure and creditors

Sundry creditors are accrued on the basis of payments made following 31 March 2018 relating to goods or services received in the year together with specific accruals in respect of further material items.

#### • Capital transactions

All capital transactions have been recorded on an accruals basis. All specific capital debtors and creditors have been accounted for.

## 2. Leases and Lease Type Arrangements

### Finance Leases

Leases are accounted for as finance leases when substantially all the risks and rewards relating to the leased asset transfer to the lessee. Finance leases have a number of characteristics, however, SPT has determined the principal factor in defining a lease as a finance lease to be where the present value of the minimum lease payments amounts to at least substantially all of the fair value of the leased asset. At present SPT has no finance leases.

## 2. Leases and Lease Type Arrangements (continued)

### Operating Leases

Leases that do not meet the definition of finance leases are accounted for as operating leases. Rentals payable are charged to the CIES as an expense of the services benefitting from use of the leased property, plant and equipment. Charges are made on a straight-line basis over the term of the lease.

Where SPT grants an operating lease over a property or an item of plant or equipment, the asset is retained in the balance sheet. Rental income is credited to the Other Operating Expenditure line in the CIES. Credits are made on a straight-line basis over the life of the lease. Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

## 3. Employee Benefits

Short-term employee benefits (those that fall due wholly within 12 months of the year-end), such as, wages and salaries and paid annual leave for current employees, are recognised as an expense in the year in which the employee renders service to SPT. An accrual is made against services in the Surplus or Deficit on the Provision of Services for the cost of holiday entitlements earned by employees but not taken before the year end and which employees can carry forward to the next financial year. The accrual is made at the remuneration rates applicable in the following financial year. Any accrual made is required under statute to be reversed out of the General Fund Balance by a credit to the Accumulating Compensated Absences Adjustment Account in the Movement in Reserves Statement.

## 4. Termination Benefits

Termination benefits are amounts payable as a result of a decision by SPT to terminate an officer's employment before the assumed normal retirement date or an officer's decision to accept a voluntary termination package in exchange for those benefits. Termination benefits do not provide SPT with future economic benefits and consequently they are recognised on an accruals basis immediately in the Surplus or Deficit on the Provision of Services line in the CIES when the Partnership is demonstrably committed to provision of the termination benefits.

Where termination benefits involve the enhancement of pensions, they are treated as pension costs for the purposes of the statutory transfer between the Pension Reserve and the General Fund of the amount by which pension costs calculated in accordance with the Code are different from the contributions due under the pension scheme regulations. In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for termination benefits related to pensions enhancements and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable, but unpaid at the year-end.

## 5. Retirement Benefits

SPT participates in the Strathclyde Pension Fund, which is a Local Government Pension Scheme.

The Local Government Pension Scheme is accounted for as a defined benefits scheme as follows:

- attributable assets are measured at fair value at the balance sheet date after deducting accrued expenses. Liabilities of the Strathclyde Pension Fund attributable to SPT are included in the Balance sheet on an actuarial basis using the projected unit method which assesses the future liabilities of the fund discounted to their present value. Net pension assets are recognised only to the extent that SPT is able to recover a surplus either through reduced contributions in the future or through refunds from the scheme. Unpaid contributions to the schemes are recorded as creditors due within one year.



## 5. Retirement Benefits (continued)

The change in the net pensions liability is analysed into the following components:

### Service cost comprising:

- current service cost – the increase in liabilities as a result of the year of service earned this year – allocated in the CIES to the services for which the employees worked;
- past service cost – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – debited to the Surplus/Deficit on the Provision of Services in the CIES;
- net interest on the net defined benefit liability (asset), i.e. net interest expense for SPT – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the CIES – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period – taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.

### Remeasurements comprising:

- the return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure;
- actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure; and
- contributions paid to the Strathclyde Pension Fund – cash paid as employer’s contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by SPT to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are appropriations to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact on the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Further details of Pension Costs can be found in note 12 on pages 40 to 45.

## 6. Stocks for repair and maintenance

Stocks are stated at the lower of cost or net realisable value.

## 7. Allocation of overheads

The costs of overhead and support services have not been charged to those that benefit from the supply or service. Overhead costs are contained within the categories Business Support and Corporate on the face of the CIES.

## 8. Debt redemption, interest charges and debt management expenses

In the event of SPT borrowing, repayment of debt is based on the annuity method of repayment. All loan charges are charged to the CIES.

## 9. Investments

Surplus cash balances are invested with major financial institutions as part of SPT’s treasury management function. In compliance with the ‘CIPFA Prudential Code for Capital Finance in Local Authorities (2011)’, SPT has adopted the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in Public Services Code. All interest received is shown on the face of the CIES.

## 10. Bank balances

Bank balances are included in the balance sheet at the closing balance in the SPT ledger.

### 11. Cash and Cash Equivalents

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

### 12. Provisions and Contingent Liabilities

Provisions are made where SPT has a present obligation, either legal or constructive, as a result of a past event that results in probable outflow of resources embodying economic benefits or service potential being required to settle the obligation 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 CIES Statement in the year that SPT becomes aware of the obligation, and measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties. Where the effect of the time value of money is material, the amount of the provision recognised is the present value of the expenditure expected to be required to settle the obligation.

Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is improbable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

### 13. Value Added Tax (VAT)

Income and expenditure excludes any amounts related to VAT, as all VAT collected is payable to HM Revenue & Customs and all VAT paid is recoverable from them i.e. VAT has a neutral impact on SPT's income and expenditure.

### 14. Usable and Unusable Reserves

Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus/Deficit on the Provision of Services in the CIES. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement.

The General Fund, Capital Grants Unapplied and Capital Receipts Reserve represent cash funds that are available to SPT.

Unusable reserves represent non cash funds that are not available to SPT. These balances are recognised as part of the accounting arrangements for capital, pensions and employee benefits. The Capital Adjustment Account contains entries relating to the financing of capital expenditure and the Revaluation Reserve reflects movement in the value of assets. The Pension Reserve has been set up in accordance with the accounting requirements of International Accounting Standard, IAS 19 'Employee Benefits'. The Employee Statutory Adjustment Account has been created to negate the impact of the employee benefits accrual on the General Fund.

### 15. Capital Grants

Capital grants or contributions are recognised immediately in the CIES, subject to the fulfilment of any grant conditions. Where grant conditions have not been met, the grant will be accounted for as capital grant receipts in advance on the balance sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line in the CIES.

Where capital grants are credited to the CIES, they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is charged to the Capital Grants Unapplied Account. Where it has been applied, it is charged to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Account are transferred to the Capital Adjustment Account once they have been applied.

## 16. Intangible assets

Expenditure on non-monetary assets that do not have physical substance, but are identifiable and controlled by SPT are capitalised when they bring benefits to SPT for more than one financial year. The balance is amortised to the relevant service revenue account over the economic life of the asset to reflect the pattern of consumption of benefits. All SPT intangible assets have a finite life.

SPT accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of property, plant and equipment. The intangible assets relate to purchased software licences and externally generated software.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to SPT. The useful lives assigned to the major software suites used by SPT are 3 years.

The carrying amount of intangible assets is amortised on a straight-line basis.

## 17. Property, Plant and Equipment

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

### Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to SPT and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (e.g. repairs and maintenance) is charged as an expense when it is incurred.

### Measurement

Assets are initially measured at cost, comprising:

- the purchase price;
- any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management; and
- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition will not increase the cash flows of SPT. In the latter case, the cost of the acquisition is the carrying amount of the asset given up by SPT.

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

- rolling stock, infrastructure, plant and machinery and sundry assets - depreciated historical cost;
- land and buildings - depreciated replacement cost or existing useful life; and
- all other assets - fair value, existing use value (EUJ).

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

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Land and buildings were revalued by SPT's valuer as at 31 March 2017 and will be revalued in accordance with the valuer's 5-year programme. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains.

## 17. Property, Plant and Equipment (continued)

Where decreases in value are identified, the revaluation loss is accounted as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains); or
- where there is no balance in the Revaluation Reserve or insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the CIES.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

### Impairment

Assets are assessed at each year-end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where impairment losses are identified, they are accounted for as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains); or
- where there is no balance in the Revaluation Reserve or insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the CIES.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line(s) in the CIES, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

### Disposals and Non-current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Surplus or Deficit on the Provision of Services in the CIES. Gains in fair value are recognised only up to the amount of any previously recognised losses. Depreciation is not charged on Assets Held for Sale.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale; adjusted for depreciation, amortisation or revaluations that would have been recognised had they not been classified as held for sale, and their recoverable amount at the date of the decision not to sell.

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

Amounts received for a disposal are categorised as capital receipts. The balance of receipts is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce SPT's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

## 17. Property, Plant and Equipment (continued)

### Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without a determinable finite useful life (i.e. freehold land) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following basis:

Category	Valuer	Current Basis of Valuation	Date of Last Valuation	Useful Life
Land & Buildings	External Valuer	Lower of net current replacement cost or net realisable value in existing use	31/03/2017	Land: Not Applicable Buildings: 2 - 100 years
Plant & Machinery	Not applicable	Cost	N/A	2-30 years
Rolling Stock and Vehicles	Not applicable	Cost	N/A	2-25 years
Infrastructure Assets	Not applicable	Cost	N/A	10-40 years
Sundry Assets	Not applicable	Cost	N/A	2-40 years
<b>Non - Operational Assets</b>				
Assets Under Construction	Not applicable	Cost	N/A	N/A
Investment Properties	External Valuer	Market Value	31/03/2018	N/A
Investment Property Held for Sale	Not applicable	Market Value	N/A	N/A
Land (non-operational)	Not applicable	Market Value	N/A	N/A

Where an item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. Where staff / consultancy costs are capitalised they are aligned to the appropriate asset / component and depreciated over the life of the asset.

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

### Investment properties

Investment properties include retail outlets contained within assets owned by SPT and other land and buildings, which are leased to third parties. The assets are valued annually at Fair Value (FV) in line with the guidance contained within the Code. The valuation method used is the market approach, which utilises prices and other relevant information generated by market transactions involving identical or comparable (i.e. similar) assets. This method of valuation corresponds with level 2 on the fair value hierarchy. Movements in valuations are initially recognised in the CIES, but are reversed through the movement in reserves statement before being posted to the capital adjustment account.



## 18. Related party transactions

Related party transactions are identified, considered and disclosed in line with the requirements of International Accounting Standard 24 - Related Party Disclosures (IAS 24).

## 19. Financial instruments

The interest receivable or payable that is recognised within Financing and Investment Income and Expenditure is based on the effective interest rate chargeable to the carrying amount.

There are two accounting reserves arising from the re-measurement of financial instruments:

- (i) The Available-for-sale Financial Instruments Reserve holds the gains or losses arising from the policy of carrying the available-for-sale investments at fair value;
- (ii) The Financial Instruments Adjustment Account holds the accumulated difference between the financing costs included in the CIES and the accumulated financing costs required in accordance with the regulations to be charged to the General Fund Balance.

## 20. Revenue Expenditure Funded from Capital under Statute

Expenditure incurred during the year that may be capitalised under statutory provisions but does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the CIES in the year. Where SPT has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged.

Revenue expenditure funded from capital is predominantly grants to other bodies to fund capital projects. The expenditure is recognised within the CIES, when the grant is approved by committee or in accordance with grant conditions.

## 21. Heritage Assets

Heritage assets are held or maintained principally for their contribution to knowledge and culture. They are initially recognised at cost if this is available. If cost is not available, values are only included in the Balance Sheet where the cost of obtaining valuation is not disproportionate to the benefit derived. Where no market exists or the asset is deemed to be unique, and it is not practicable to obtain a valuation, the asset is not recognised in the Balance Sheet but disclosed in the notes to the accounts.

Heritage assets are depreciated over their useful life if this can be established. If an asset is considered to have an indefinite life, no depreciation is charged. Disposals, revaluation gains and losses and impairments of heritage assets are dealt with in accordance with the SPT's policies relating to property, plant and equipment.

The cost of maintenance and repair of heritage assets is written off in the year incurred.

## 22. Carbon Reduction Commitment Scheme

SPT is required to participate in the Carbon Reduction Commitment Energy Efficiency Scheme. This scheme is currently in the third year of its second phase, which ends on 31 March 2019. SPT is required to purchase allowances, either prospectively or retrospectively, and surrender them on the basis of emissions, i.e. carbon dioxide produced as energy is used. As carbon dioxide is emitted (i.e. as energy is used), a liability and an expense are recognised. The liability will be discharged by surrendering allowances. The liability is measured at the best estimate of the expenditure required to meet the obligation, normally at the current market price of the number of allowances required to meet the liability at the reporting date. The cost to the authority is recognised and reported in the costs of the authority's services and is apportioned to services on the basis of energy consumption.

## 23. Accounting Standards Issued Not Adopted

There are no accounting standards that have been issued, but not yet adopted that will have a material impact on the accounts.

# Comprehensive Income and Expenditure Statement for the year ended 31 March 2018

2016/17				2017/18		
Gross Expenditure £000	Gross Income £000	Net Expenditure of Continuing Operations £000		Gross Expenditure £000	Gross Income £000	Net Expenditure of Continuing Operations £000
34,995	(16,885)	18,110	Subway operations	25,598	(19,715)	5,883
23,298	(3,660)	19,638	Bus operations	22,596	(3,847)	18,749
1,598	0	1,598	Operations - Other	1,887	0	1,887
3,054	0	3,054	Business Support	3,145	0	3,145
19,079	(1,250)	17,829	Corporate	13,426	(1,270)	12,156
<b>82,024</b>	<b>(21,795)</b>	<b>60,229</b>	<b>Cost Of Services</b>	<b>66,652</b>	<b>(24,832)</b>	<b>41,820</b>
		(829)	Financing and Investment Income and Expenditure (note 4)			(2,450)
		(80,461)	Taxation and Non-Specific Grant Income (note 5)			(130,667)
		<b>(21,061)</b>	<b>Surplus on Provision of Services</b>			<b>(91,297)</b>
		(9,959)	Upward valuation of non-current assets (note 7)			(1,288)
		18,651	Actuarial (gains) / losses on pension assets / liabilities (note 7)			(50,152)
		3,751	Other Comprehensive Income and Expenditure			1,749
		<b>(8,618)</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>(140,988)</b>

# Balance Sheet as at 31 March 2018

31 March 2017 £000		Note	31 March 2018 £000
180,790	Property, Plant & Equipment	20	203,303
5,363	Investment Properties	17	5,946
950	Assets Held for Sale	23	1,956
575	Intangible Assets	18	923
5	Investments in Joint Ventures and Associates	31	5
<b>187,683</b>	<b>Long Term Assets</b>		<b>212,133</b>
65,331	Short Term Investments		103,516
434	Inventories	24	593
7,847	Short Term Debtors	25	7,477
21,616	Cash and Cash Equivalents	10	64,099
<b>95,228</b>	<b>Current Assets</b>		<b>175,685</b>
(41,892)	Short Term Creditors	26	(19,368)
(1,792)	Provisions	28	(1,477)
<b>(43,684)</b>	<b>Current Liabilities</b>		<b>(20,845)</b>
0	Provisions	28	0
(1,875)	Receipts in Advance	27	(35,045)
(49,657)	Other Long Term Liabilities (Pensions)	12	(3,245)
<b>(51,532)</b>	<b>Long Term Liabilities</b>		<b>(38,290)</b>
<b>187,695</b>	<b>Net Assets</b>		<b>328,683</b>
(57,292)	Usable Reserves	6	(127,360)
(130,403)	Unusable Reserves	7	(201,323)
<b>(187,695)</b>	<b>Total Reserves</b>		<b>(328,683)</b>

The unaudited accounts were issued on 8 June 2018 and the audited accounts were authorised for issue on 28 September 2018.

*Valerie Davidson*

**Valerie Davidson**  
Assistant Chief Executive

28 September 2018

# Cash Flow Statement for the year ended 31 March 2018

<b>2016/17</b> <b>£000</b>		<b>2017/18</b> <b>£000</b>
(21,061)	Net surplus on the provision of services	(91,297)
(28,970)	Adjustments to net surplus or deficit on the provision of services for non cash movements (note 8)	(28,300)
630	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	664
<hr/> (49,401)	Net cash flows from Operating Activities	<hr/> (118,933)
82,589	Investing Activities (note 9)	76,450
<hr/> 33,188	Net (increase) or decrease in cash and cash equivalents	<hr/> (42,483)
54,804	Cash and cash equivalents at the beginning of the reporting period	21,616
<hr/> <b>21,616</b> <hr/> <hr/>	<b>Cash and cash equivalents at the end of the reporting period (note 10)</b>	<hr/> <b>64,099</b> <hr/> <hr/>

# Movement in Reserves Statement

## Current year

	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied Account £000	Total Usable Reserves £000	Total Unusable Reserves £000	Total Partnership Reserves £000
<b>Balance at 31 March 2017</b>	<b>(11,169)</b>	<b>(22,972)</b>	<b>(23,151)</b>	<b>(57,292)</b>	<b>(130,403)</b>	<b>(187,695)</b>
<b>Movement in reserves during 2017/18</b>						
Total Comprehensive Income and Expenditure	(91,297)	0	0	(91,297)	(49,691)	(140,988)
Adjustments between accounting basis & funding basis under regulations (note 3)	91,297	(1,017)	(69,051)	21,229	(21,229)	0
<b>(Increase)/Decrease in 2017/18</b>	<b>0</b>	<b>(1,017)</b>	<b>(69,051)</b>	<b>(70,068)</b>	<b>(70,920)</b>	<b>(140,988)</b>
<b>Balance at 31 March 2018 carried forward</b>	<b>(11,169)</b>	<b>(23,989)</b>	<b>(92,202)</b>	<b>(127,360)</b>	<b>(201,323)</b>	<b>(328,683)</b>

## Comparative Information for 2016/17

Comparative Year	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied Account £000	Total Usable Reserves £000	Total Unusable Reserves £000	Total Partnership Reserves £000
<b>Balance at 31 March 2016</b>	<b>(11,169)</b>	<b>(22,872)</b>	<b>(28,161)</b>	<b>(62,202)</b>	<b>(116,875)</b>	<b>(179,077)</b>
<b>Movement in reserves during 2016/17</b>						
Total Comprehensive Income and Expenditure	(21,061)	0	0	(21,061)	12,443	(8,618)
Adjustments between accounting basis & funding basis under regulations (note 3)	21,061	(100)	5,010	25,971	(25,971)	0
<b>(Increase)/Decrease in 2016/17</b>	<b>0</b>	<b>(100)</b>	<b>5,010</b>	<b>4,910</b>	<b>(13,528)</b>	<b>(8,618)</b>
<b>Balance at 31 March 2017 carried forward</b>	<b>(11,169)</b>	<b>(22,972)</b>	<b>(23,151)</b>	<b>(57,292)</b>	<b>(130,403)</b>	<b>(187,695)</b>



# Notes to the Financial Statements

## 1A. Expenditure and Funding Analysis for the year ended 31 March 2018

2016/17			2017/18			
Net Expenditure/ (Income) Chargeable to the General Fund £000	Adjustments between the Funding and Accounting Basis £000	Net Expenditure in the Comprehensive Income and Expenditure Statement £000		Net Expenditure/ (Income) Chargeable to the General Fund £000	Adjustments between the Funding and Accounting Basis £000	Net Expenditure in the Comprehensive Income and Expenditure Statement £000
2,246	15,864	18,110	Subway operations	(800)	6,683	5,883
16,131	3,507	19,638	Bus operations	15,218	3,531	18,749
1,476	122	1,598	Operations - Other	1,604	283	1,887
2,921	133	3,054	Business Support	2,798	347	3,145
4,127	13,702	17,829	Corporate	2,796	9,360	12,156
11,517	(11,517)	0	Contribution to Subway Fund	16,054	(16,054)	0
<b>38,418</b>	<b>21,811</b>	<b>60,229</b>	<b>Cost Of Services</b>	<b>37,670</b>	<b>4,150</b>	<b>41,820</b>
(38,418)	(42,872)	(81,290)	Other Income and Expenditure	(37,670)	(95,447)	(133,117)
<b>0</b>	<b>(21,061)</b>	<b>(21,061)</b>	<b>(Surplus) or Deficit</b>	<b>0</b>	<b>(91,297)</b>	<b>(91,297)</b>
(11,169)			Opening General Fund Balance	(11,169)		
0			Less (Surplus)/Deficit on General Fund	0		
<b>(11,169)</b>			<b>Closing General Fund Balance</b>	<b>(11,169)</b>		

**1B. Note to the Expenditure and Funding Analysis Statement (2017/18) –  
Adjustments from General Fund to arrive at the Comprehensive Income and  
Expenditure Statement amounts**

	Adjustments for Capital Purposes £000	Net change for the Pension Adjustments £000	Other Differences £000	Total Adjustments £000
Subway operations	5,391	1,233	59	6,683
Bus operations	2,643	522	366	3,531
Operations – Other	0	283	0	283
Business Support	0	347	0	347
Corporate	8,898	85	827	9,810
Contribution to Subway Fund	(16,504)	0	0	(16,504)
<b>Total income analysed on a segmental basis</b>	<b>428</b>	<b>2,470</b>	<b>1,252</b>	<b>4,150</b>
<b>Other income and expenditure from the Expenditure and Funding Analysis</b>	<b>(86,808)</b>	<b>1,270</b>	<b>(9,909)</b>	<b>(95,447)</b>
<b>Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement surplus on the Provision of Services</b>	<b>(86,380)</b>	<b>3,740</b>	<b>(8,657)</b>	<b>(91,297)</b>

**Comparative Information for 2016/17**

	Adjustments for Capital Purposes £000	Net change for the Pension Adjustments £000	Other Differences £000	Total Adjustments £000
Subway operations	15,288	494	82	15,864
Bus operations	2,680	251	576	3,507
Operations – Other	0	122	0	122
Business Support	0	133	0	133
Corporate	12,677	34	991	13,702
Contribution to Subway Fund	(11,517)	0	0	(11,517)
<b>Total income analysed on a segmental basis</b>	<b>19,128</b>	<b>1,034</b>	<b>1,649</b>	<b>21,811</b>
<b>Other income and expenditure from the Expenditure and Funding Analysis</b>	<b>(36,598)</b>	<b>999</b>	<b>(7,273)</b>	<b>(42,872)</b>
<b>Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement surplus on the Provision of Services</b>	<b>(17,470)</b>	<b>2,033</b>	<b>(5,624)</b>	<b>(21,061)</b>

## 1C. Segmental Income

Income received on a segmental basis is analysed below:

	2016/17 Income from Services £000	2017/18 Income from Services £000
Subway operations	(16,967)	(19,774)
Bus operations	(4,235)	(4,213)
Corporate	(2,218)	(2,156)
<b>Total income analysed on a segmental basis</b>	<b>(23,420)</b>	<b>(26,143)</b>

Please note the figures provided above show core SPT income for services and differs from the CIES as items such as rental income and interest received which are shown after net cost of services are included above.

## 2. Expenditure and Income Analysed by Nature

2016/17 £000		2017/18 £000
	<b>Expenditure</b>	
23,402	Employee costs	22,014
5,427	Premises costs	5,955
2,146	Supplies and services	2,015
237	Transport and plant	101
17,333	Third party payments	17,616
24,635	Financing costs (including impairments)	8,406
8,396	Grant Fund to Local Authorities and Others	8,082
999	Pension interest (income)/cost and expected return on pension assets	1,270
<b>82,575</b>	<b>Total Expenditure</b>	<b>65,459</b>
	<b>Income</b>	
(37,290)	Government grants	(110,083)
(43,145)	Other grants, reimbursements & contributions	(20,583)
(22,571)	Customer and client receipts	(25,426)
(630)	Financing and investment income	(664)
<b>(103,636)</b>	<b>Total Income</b>	<b>(156,756)</b>
<b>(21,061)</b>	<b>Surplus on Provision of Services</b>	<b>(91,297)</b>

### 3. Movement in Reserves Statement – Adjustments between Accounting Basis and Funding Basis under Regulations

2017/18

	Usable Reserves		
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied Account £000
<b>Adjustments to the Revenue Resources</b>			
<b>Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:</b>			
Pensions costs (transferred to (or from) the Pensions Reserve)	(3,740)	0	0
Holiday pay (transferred to the Accumulated Absences Reserve)	58	0	0
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	93,948	0	(69,588)
<b>Total Adjustments to Revenue Resources</b>	<b>90,266</b>	<b>0</b>	<b>(69,588)</b>
<b>Adjustments between Revenue and Capital Resources</b>			
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	1,031	(1,031)	0
<b>Total Adjustments between Revenue and Capital Resources</b>	<b>1,031</b>	<b>(1,031)</b>	<b>0</b>
<b>Adjustments to Capital Resources</b>			
Use of the Capital Receipts Reserve to finance capital expenditure	0	14	0
Application of capital grants to finance capital expenditure	0	0	537
<b>Total Adjustments to Capital Resources</b>	<b>0</b>	<b>14</b>	<b>537</b>
<b>Total Adjustments</b>	<b>91,297</b>	<b>(1,017)</b>	<b>(69,051)</b>

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

### 3. Movement in Reserves Statement – Adjustments between Accounting Basis and Funding Basis under Regulations (continued)

#### 2016/17 Comparative Figures

	Usable Reserves		
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied Account £000
<b>Adjustments to the Revenue Resources</b>			
<b>Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:</b>			
Pensions costs (transferred to (or from) the Pensions Reserve)	(2,033)	0	0
Holiday pay (transferred to the Accumulated Absences Reserve)	(24)	0	0
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	4,131	0	477
<b>Total Adjustments to Revenue Resources</b>	<b>2,074</b>	<b>0</b>	<b>477</b>
<b>Adjustments between Revenue and Capital Resources</b>			
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	100	(100)	0
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	18,887	0	0
<b>Total Adjustments between Revenue and Capital Resources</b>	<b>18,987</b>	<b>(100)</b>	<b>0</b>
<b>Adjustments to Capital Resources</b>			
Application of capital grants to finance capital expenditure	0	0	4,533
<b>Total Adjustments to Capital Resources</b>	<b>0</b>	<b>0</b>	<b>4,533</b>
<b>Total Adjustments</b>	<b>21,061</b>	<b>(100)</b>	<b>5,010</b>

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

#### 4. Comprehensive Income and Expenditure Statement – Financing and Investment Income and Expenditure

2016/17 £000		2017/18 £000
999	Pensions interest cost and expected return on pensions assets	1,270
(421)	Revaluation of Investment Property	(2,464)
(777)	Net rental income	(592)
(630)	Interest receivable and similar income	(664)
<b>(829)</b>	<b>Total</b>	<b>(2,450)</b>

#### 5. Comprehensive Income and Expenditure Statement – Taxation and Non Specific Grant Incomes

2016/17 £000		2017/18 £000
(42,951)	Funding received as requisition from constituent local authorities	(20,579)
(6,873)	Scottish Government direct Grant	(8,653)
(30)	Other Revenue Grant	0
(30,523)	Scottish Government Capital Grant	(101,431)
(19)	European Capital Grant	0
(65)	Other Capital Grant	(4)
<b>(80,461)</b>	<b>Total</b>	<b>(130,667)</b>

All of the above grants were credited to the “Taxation and Non-specific Grant Income” line on the Comprehensive Income and Expenditure Account. Not all of the Scottish Government - Capital Grant was applied during the year and therefore £69.588 million (2016/17: £0.027 million) was transferred to the Capital Grants Unapplied Account, within usable reserves (see Movement in Reserves Statement, page 28).

#### 6. Balance Sheet – Usable Reserves

Movements in SPT’s usable reserves are detailed in the Movement in Reserves Statement.

#### 7. Balance Sheet – Unusable Reserves

31 March 2017 £000		31 March 2018 £000
(56,680)	Revaluation Reserve	(56,119)
(123,517)	Capital Adjustment Account	(148,528)
49,657	Pensions Reserve	3,245
137	Accumulating Absences Account	79
<b>(130,403)</b>	<b>Total Unusable Reserves</b>	<b>(201,323)</b>

## 7. Balance Sheet – Unusable Reserves (continued)

### Revaluation Reserve

• The Revaluation Reserve contains the gains made by SPT arising from increases in the value of its property, plant and equipment and intangible assets. The balance is reduced when assets with accumulated gains are:

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

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

2016/17 £000		2017/18 £000
<b>(50,566)</b>	<b>Balance at 1 April</b>	<b>(56,680)</b>
(9,958)	Upward revaluation of assets	(1,288)
2,439	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	489
(7,519)	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(799)
1,311	Difference between fair value depreciation and historical cost depreciation	1,260
94	Accumulated gains on assets sold, scrapped or transferred	100
1,405	Amount written off to the Capital Adjustment Account	1,360
<b>(56,680)</b>	<b>Balance at 31 March</b>	<b>(56,119)</b>

### Capital Adjustment Account

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

The Account contains accumulated gains and losses on investment properties and gains recognised on donated assets that have yet to be consumed by SPT.

The Account also contains revaluation gains accumulated on property, plant and equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.



## 7. Balance Sheet – Unusable Reserves (continued)

Note 3 provides details of the source of all the transactions posted to the account, apart from those involving the Revaluation Reserve.

2016/17 £000		2017/18 £000
(95,395)	<b>Balance at 1 April</b>	<b>(123,517)</b>
	<b>Reversal of items relating to capital expenditure debited or credited to the CIES:</b>	
19,694	Charges for depreciation and impairment of non-current assets	8,363
4,934	Revaluation losses on property, plant and equipment	960
215	Amortisation of Intangible Assets	249
8,396	Revenue expenditure funded from capital under statute	8,082
113	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	1,119
33,352		18,773
(1,405)	Adjusting amounts written out of the Revaluation Reserve	(1,360)
31,947	Net written out amount of the cost of non-current assets consumed in the year	17,413
	<b>Capital financing applied in the year:</b>	
0	Use of the Capital Receipts Reserve to finance new capital expenditure	(14)
(36,228)	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(39,409)
(4,533)	Application of grants to capital financing from the Capital Grants Unapplied Account	(537)
(18,887)	Capital expenditure charged against the General Fund	0
(59,648)		(39,960)
(421)	Movements in the market value of investment properties debited or credited to the Comprehensive Income and Expenditure Statement	(2,464)
<b>(123,517)</b>	<b>Balance at 31 March</b>	<b>(148,528)</b>

### Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. SPT accounts for post-employment benefits in the CIES 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 SPT makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources SPT has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

## 7. Balance Sheet – Unusable Reserves (continued)

2016/17 £000		2017/18 £000
<b>28,973</b>	<b>Balance at 1 April</b>	<b>49,657</b>
18,651	Re-measurements of the net defined benefit liability/(asset)	(50,152)
5,251	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the CIES	7,646
(3,218)	Employer's pensions contributions and direct payments to pensioners payable in the year	(3,906)
<b>49,657</b>	<b>Balance at 31 March</b>	<b>3,245</b>

### Accumulating Compensated Absences Adjustment Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year (e.g. annual leave entitlement carried forward at 31 March). Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the account.

2016/17 £000		2017/18 £000
<b>113</b>	<b>Balance at 1 April</b>	<b>137</b>
0	Settlement or cancellation of accrual made at the end of the preceding year	(58)
24	Amounts accrued at the end of the current year	0
24	Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(58)
<b>137</b>	<b>Balance at 31 March</b>	<b>79</b>

## 8. Cash Flow Statement – Non Cash Movements

2016/17 £000		2017/18 £000
(18,821)	Depreciation (note 7)	(8,363)
(873)	Asset impairments (note 7)	0
1,311	Revaluation reserve released (note 7)	1,260
(4,934)	Revaluation losses on Property, Plant and Equipment	(960)
421	Revaluation of investment properties (note 7)	2,464
(215)	Amortisation of intangible assets (note 7)	(249)
(2,033)	Credit for retirement benefits (note 7)	(3,740)
(13)	Gain / (loss) on asset disposal (note 7)	(88)
(1,159)	(Increase) / decrease in provisions for liabilities and charges	315
(8,396)	Revenue expenditure funded from capital (note 7)	(8,082)
	<b>Accruals adjustments:</b>	
115	(Decrease)/increase in inventory	159
(992)	(Decrease)/increase in debtors	(370)
6,619	Decrease/(Increase) in creditors	(10,646)
<b>(28,970)</b>	<b>Net cash inflow from revenue activities</b>	<b>(28,300)</b>

## 9. Cash Flow Statement – Investing Activities

2016/17 £000		2017/18 £000
59,648	Purchase of property, plant and equipment, investment property, intangible assets and grants	39,960
23,671	Other payments for investing activities	38,185
(100)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(1,031)
(630)	Interest received (note 4)	(664)
<b>82,589</b>	<b>Net cash flows from investing activities</b>	<b>76,450</b>

## 10. Cash Flow Statement – Cash and Cash Equivalents

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

2016/17 £000		2017/18 £000
21,616	Bank current accounts	64,099
<b>21,616</b>	<b>Total cash and cash equivalents</b>	<b>64,099</b>

## 11. External Audit Costs

SPT has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections and to non-audit services provided by SPT's external auditor.

2016/17 £000		2017/18 £000
69	Fees payable with regard to external audit services carried out by the appointed auditor for the year	69
0	Fees payable for additional services	0
<b>69</b>	<b>Total</b>	<b>69</b>

## 12. Defined Benefit Pension Schemes

### Participation in pension schemes

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

### Benefits

- It is a defined benefit Career Average Revalued Earnings (CARE) scheme (defined benefit final salary scheme prior to 1st April 2015), meaning that SPT and employees pay contributions into a fund, calculated at a level to balance the pensions liability with investment assets.
- The pensions accrual rate guarantees a pension based on 1/49th of average pensionable salary and years of pensionable services (Prior to 2015, the accrual rate was 1/60th of final pensionable salary and years of pensionable services and prior to 2009, the accrual rate guaranteed a pension based on 1/80th and a lump sum based on 3/80th of final pensionable salary and years of pensionable service). There is no automatic entitlement to a lump sum for the current scheme. Members may opt to give up (commute) pension for lump sum up to the limit set by the Finance Act 2004. The scheme's normal retirement age for most members is 65, however it is based on state pension age. Pensions are increased annually in line with changes to the Pensions (Increases) Act 1971 and Section 59 of the Social Security Pensions Act 1975.

### Governance

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

### Principal Risks

- The principal risks to the scheme are the longevity assumptions, statutory changes to the scheme, changes to inflation, bond yields and the performance of the investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge the General Fund the amount due by statute as described in the accounting policy note.

### Discretionary Post-employment Benefits

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

## 12. Defined Benefit Pension Schemes (continued)

### Transactions Relating to Post-employment Benefits

The cost of retirement benefits is recognised in the reported Cost of Services when they are earned by SPT's employees, rather than when the benefits are eventually paid as pensions.

The following transactions have been made in the financial statements in 2017/18 and the prior year 2016/17.

	2016/17 £000	2017/18 £000
<b>Comprehensive Income and Expenditure Statement (CIES)</b>		
Cost of Services:		
Service cost comprising		
• current service cost	4,249	6,073
• past service costs (including curtailments)	3	303
• curtailments and unfunded benefits	0	
Financing and Investment Income and Expenditure		
• net interest expense	999	1,270
<b>Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services</b>	<b>5,251</b>	<b>7,646</b>
<b>Other Post Employment Benefit Charged to the CIES</b>		
• expected return on scheme assets	(36,342)	(3,724)
• re-measurements	54,993	(46,428)
<b>Total Post Employment Benefit Charged to the CIES</b>	<b>23,902</b>	<b>(42,506)</b>
<b>Movement in Reserves Statement</b>		
• reversal of net charges made to the Surplus or Deficit for the Provision of Services for post-employment benefits in accordance with the Code	<b>2,033</b>	<b>3,740</b>
Actual amount charged against the General Fund Balance for pensions in the year:		
• employers' contributions payable to scheme	<b>3,218</b>	<b>3,906</b>

### Pensions Assets and Liabilities Recognised in the Balance Sheet

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

	2016/17 £000	2017/18 £000
Present value of scheme liabilities	(273,245)	(233,163)
Fair value of scheme assets	223,588	229,918
<b>Deficit</b>	<b>(49,657)</b>	<b>(3,245)</b>

## 12. Defined Benefit Pension Schemes (continued)

### Reconciliation of the Movements in the Fair Value of Scheme (Plan) Assets

	2016/17 £000	2017/18 £000
<b>Opening fair value of pension fund assets at 1st April</b>	<b>185,232</b>	<b>223,588</b>
Interest income	6,230	5,555
Re-measurement gains and (losses)		
• The return on plan assets, excluding the amount included in the net interest expense	36,342	3,724
Contributions from employers	3,218	3,906
Contributions from employees into the scheme	993	971
Benefits paid	(8,427)	(7,826)
<b>Closing balance at 31st March</b>	<b>223,588</b>	<b>229,918</b>

### Reconciliation of Present Value of the Scheme Liabilities

	2016/17 £000	2017/18 £000
<b>Opening balance at 1st April</b>	<b>214,205</b>	<b>273,245</b>
Current service cost	4,249	6,073
Interest cost	7,229	6,825
Contributions by Pension Fund participants	993	971
Re-measurement (gains) and losses:		
• Losses arising from changes in demographic assumptions	0	(1,288)
• Losses arising from changes in financial assumptions	54,743	(14,091)
• Other	250	(31,049)
Past service costs (including curtailments)	3	303
Benefits paid	(8,427)	(7,826)
<b>Closing balance at 31st March</b>	<b>273,245</b>	<b>233,163</b>



## 12. Defined Benefit Pension Schemes (continued)

### Analysis of Pension Fund's Assets

SPT's share of the Pension Fund's assets comprised:

	2016/17			2017/18		
	Quoted Prices in Active Markets	Prices not quoted in Active Markets	Total	Quoted Prices in Active Markets	Prices not quoted in Active Markets	Total
	£000	£000	£000	£000	£000	£000
<b>Equity instruments (by industry type)</b>						
• Consumer	21,146	1	21,147	14,723	42	14,765
• Manufacturing	16,749	35	16,784	11,929	36	11,965
• Energy & utilities	6,645	0	6,645	3,074	0	3,074
• Financial institutions	15,560	0	15,560	9,912	0	9,912
• Health & care	9,093	1	9,094	5,821	60	5,881
• Information technology	12,856	5	12,861	7,577	2	7,579
• Other	0	0	0	0	0	0
<b>Sub-total equity</b>	<b>82,049</b>	<b>42</b>	<b>82,091</b>	<b>53,036</b>	<b>140</b>	<b>53,176</b>
Corporate Bonds	0	2	2	7,214	0	7,214
UK Property	0	26,969	26,969	0	20,817	20,817
Private equity	0	18,434	18,434	0	27,474	27,474
<b>Other investment funds</b>						
• Equities	2,163	69,723	71,886	65,300	5,660	70,960
• Bonds	0	12,553	12,553	10,054	16,565	26,619
• Commodities	150	0	150	115	0	115
• Other	282	2,750	3,032	0	295	295
<b>Sub-total other investment funds</b>	<b>2,595</b>	<b>85,026</b>	<b>87,621</b>	<b>75,469</b>	<b>22,520</b>	<b>97,989</b>
<b>Derivatives</b>						
• Foreign exchange	0	30	30	0	0	0
• Other	19	0	19	5	0	5
<b>Sub-total derivatives</b>	<b>19</b>	<b>30</b>	<b>49</b>	<b>5</b>	<b>0</b>	<b>5</b>
Cash and cash equivalents	8,050	372	8,422	11,836	11,407	23,243
<b>Total assets</b>	<b>92,713</b>	<b>130,875</b>	<b>223,588</b>	<b>147,560</b>	<b>82,358</b>	<b>229,918</b>

## 12. Defined Benefit Pension Schemes (continued)

### Basis for Estimating Assets and Liabilities

SPT's share of the liabilities of The Strathclyde Pension Fund has been assessed on an actuarial basis using the projected unit method, that estimates the pension that will be payable in future years dependent upon assumptions about mortality rates and salary levels for example.

The Funds 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.

The significant assumptions used by the actuary have been:

### Local Government Pension Scheme

	2016/17	2017/18
<b>Long-term expected rate of return on assets in the scheme:</b>		
Equity investments	2.8%	2.7%
Bonds	2.8%	2.7%
Property	2.8%	2.7%
Cash	2.8%	2.7%
<b>Mortality assumptions:</b>		
Longevity at 65 for current pensioners:		
Men	22.1	21.4
Women	23.6	23.7
<b>Longevity at 65 for future pensioners:</b>		
Men	24.8	23.4
Women	26.2	25.8
Rate of CPI	2.4%	2.4%
Rate of increase in salaries	4.4%	3.6%
Rate of increase in pensions	2.4%	2.4%
Rate for discounting scheme liabilities	2.5%	2.7%
Take-up of option to convert annual pension into retirement lump sum (Pre-April 2009)	50%	50%
Take-up of option to convert annual pension into retirement lump sum (Post-April 2009)	75%	75%

The estimation of the defined benefit obligation is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that

the assumption analysed changes while all the other assumptions remain constant. The methods and types of assumption used in preparing the sensitivity analysis below did not change from this used in the previous period.

## 12. Defined Benefit Pension Schemes (continued)

Change in assumptions at 31 March 2018	Approximate % increase to Employer Liability	Approximate monetary amount £000
0.5% decrease in Real Discount Rate	9%	20,254
0.5% increase in the Salary Increase Rate	2%	3,544
0.5% increase in the Pension Increase Rate	7%	16,369

In order to quantify the impact of a change in the financial assumptions used, the actuary has calculated and compared the value of the scheme liabilities as at 31 March 2018 on a varying basis. The approach taken is consistent with that adopted to derive the IAS19 figures contained in this note.

### Asset and Liability Matching (ALM) Strategy

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

### Impact on the Authority's Cash Flow

The objectives of the Fund are to keep employers' contributions at as constant a rate as possible. The Fund has agreed a strategy to achieve a funding rate of 100% in the longer term. The Scheme is a multi-employer defined benefit plan and employers' contributions have been determined so that employee and employer rates are standard across all participating Local Authorities. An actuarial valuation of the fund was undertaken in 2017, which has resulted in the contribution rates being set at 19.3% for 2018/19, 2019/20 and 2020/21.

The total contributions expected to be made by SPT to Strathclyde Pension Fund in the year to 31st March 2019 is £2.859 million.

The weighted average duration of the defined benefit obligation for Fund members is 17.9 years (2016/17: 16.7 years).

## 13. Events after the Balance Sheet Date

The accounts were authorised for issue by the Assistant Chief Executive on 28 September 2018. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2018, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

## 14. Related Parties

SPT is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence SPT. Disclosure of these transactions allows readers to assess the extent to which SPT 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.

### Scottish Government and its agencies

During 2017/18 Transport Scotland, an agency of the Scottish Government, provided SPT with revenue grant funding of £1.091 million (2016/17: £1.256 million) and capital grants totalling £108.977 million (2016/17: £36.133 million). Grant receipts and invoices outstanding at 31 March 2018 were £3.693 million (2016/17: £2.330 million) and are included in Central Government Bodies (note 25 Debtors).

Prepaid income and invoices outstanding at 31 March 2018 were £1.101 million (2016/17: £1.077million) and are included in Central Government Bodies (note 26 Creditors). Grants received but not utilised at 31 March 2018 were £92.202 million (2016/17: £20.340 million) and are included in Capital Grants Unapplied Account.

## 14. Related Parties (continued)

### Members and the 12 Local Authorities in Strathclyde

Nominated members from each of the 12 Local Authorities in Strathclyde have direct control over SPT's financial and operating policies. The total of members' allowances paid during 2017/18 is shown in the Remuneration Report.

During 2017/18 the 12 Local Authorities in Strathclyde provided funding totalling £36.633 million (2016/17: £37.381 million) in the form of requisition.

During 2017/18 Glasgow City Council provided SPT with capital funding (as either grants or contributions) of £0.014 million (2016/17: £0.038 million). SPT also received revenue income and grants from local authorities totalling £2.030 million (2016/17: £1.793 million).

During 2017/18 SPT provided capital grants totalling £6.766 million (2016/17: £7.005 million) to Local Authorities within the SPT area in support of various transport improvement projects. SPT also paid for goods / services and provided revenue grants to local authorities totalling £0.783 million (2016/17: £0.790 million).

There is a balance of £1.248 million (2016/17: £0.437 million) in relation to outstanding invoices and accrued income within Debtors (note 25). There is also a balance of £6.818 million (2016/17: £24.819 million) within Creditors (note 26) which primarily relates to outstanding invoices and receipts in advance. A balance for receipts in advance is also sitting within Receipts in Advance (note 27) totalling £35.090 million (2016/17: £1.875 million).

### Strathclyde Concessionary Travel Scheme (SCTS)

SPT provides SCTS with administrative and overhead support, as well as sharing a number of the same board members. During 2017/18 SPT charged £0.279 million (2016/17: £0.295 million) to SCTS for the provision of these services, and £0.237 million (2016/17: £0.258 million) received in income for Concessionary Travel reimbursements. Charges outstanding at 31 March 2018 were £0.150 million (2016/17: £0.333 million), and are included in SCTS (note 25 Debtors). A balance of £0.017 million (2016/17: £0.017 million) for prepaid income is included within SCTS (note 26 Creditors).

### Nevis Technologies Limited

SPT owns 49% of the ordinary shares in Nevis Technologies Limited, a joint venture between SPT and Ecebs Limited for the provision of a smartcard ticketing and payment service.

During 2017/18 SPT approved payments totalling £0.146 million (2016/17: £0.171 million) to Nevis Technologies Limited in support of the development of a smartcard ticketing and payment service. Payments outstanding at 31 March 2018 were £0.076 million (2016/17: £0.067 million) and are included in Bodies External to General Government (note 26 Creditors).

### Traveline Scotland Limited

Eric Stewart, Assistant Chief Executive (Operations) is a director of Traveline Scotland Limited.

During 2017/18 SPT approved payments totalling £0.019 million (2016/17: £0.040 million) to Traveline Scotland Limited in support of the development of health related travel information. There were no payments outstanding at 31 March 2018 (2016/17: nil).

## 15. Agency activities

In addition to its statutory duties, SPT acted as agents in respect of the following services:

<b>Total 2016/17 £000</b>		<b>Administration Recharge £000</b>	<b>Direct Service Payments £000</b>	<b>Total Costs £000</b>
27,682	School and Vocational Transport	1,000	27,842	28,842
891	Bus Shelter Maintenance	201	743	944
4,256	Strathclyde Concessionary Travel Scheme	284	4,035	4,319
<b>32,829</b>	<b>Year to 31 March 2018</b>	<b>1,485</b>	<b>32,620</b>	<b>34,105</b>

The above agency activities are carried out on a no loss, no profit basis for third parties and therefore do not appear in SPT's CIES.

## 16. Leases

### SPT as Lessee

#### Finance Leases

SPT does not currently have any leases that meet the definition of a finance lease (2016/17: nil).

#### Operating Leases

SPT has entered into a number of low value lease agreements.

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

<b>2016/17 £000</b>		<b>2017/18 £000</b>
48	Not later than one year	48
147	Later than one year and not later than five years	113
172	Later than five years	158
<b>367</b>	<b>Total</b>	<b>319</b>

## 17. Investment Properties

The following items of income and expense have been accounted for in the CIES:

2016/17 £000		2017/18 £000
(777)	Rental income from investment property	(592)
<b>(777)</b>	<b>Total</b>	<b>(592)</b>

There are no restrictions on SPT's ability to realise the value inherent in its investment property or on SPT's right to the remittance of income and the proceeds of disposal.

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

2016/17 £000		2017/18 £000
<b>6,342</b>	<b>Balance at start of the year</b>	<b>5,363</b>
0	Additions/disposals	0
421	Net gains/(losses) from fair value adjustments	2,464
(450)	Transfers from/(to) Property, Plant and Equipment	75
(950)	Transfers from/(to) Assets Held for Sale	(1,956)
<b>5,363</b>	<b>Balance at end of the year</b>	<b>5,946</b>

## 18. Intangible Assets

The movement on intangible asset balances during the year is as follows:

2016/17 £000		2017/18 £000
	<b>Balance at start of the year</b>	
2,004	• Gross carrying amounts	2,177
(1,387)	• Accumulated amortisation	(1,602)
<b>617</b>	<b>Net carrying amount at start of year</b>	<b>575</b>
173	Additions	372
0	Disposals cost	(464)
0	Transfers Cost	240
(215)	Amortisation for the period	(249)
0	Revaluations increases or decreases	240
0	Disposals amortisation	449
0	Transfers amortisation	(240)
<b>575</b>	<b>Net carrying amount at the end of the year</b>	<b>923</b>
	<b>Comprising:</b>	
2,177	• Gross carrying amounts	2,325
(1,602)	• Accumulated amortisation	(1,402)
<b>575</b>		<b>923</b>

During 2017/18, Transport Planning Model software development costs incurred in previous years were transferred from Sundry Assets to Intangible Assets. These assets had been fully depreciated in the year in which the development costs were incurred. At 31 March 2018, the development work had been completed and management have assessed the remaining useful life of these assets as 3 years. A revaluation gain has been recognised on these assets.

## 19. Impairment Losses

During 2017/18 SPT has recognised a management assessed impairment loss of nil (2016/17: £0.880 million) in relation to its Subway and Bus Operations assets.

The costs incurred on the upgrade of Subway Stations and the preparatory work for other stations was reviewed to ascertain if the cost of work done to date would increase that asset value by a similar or lesser amount.

Following the implementation of a Fleet Renewal Programme, a review was undertaken of existing fleet assets to determine if any required accelerated replacement.



## 20. Property, Plant and Equipment

### Movements in 2017/18:

	Land & Buildings £000	Plant & Machinery £000	Rolling Stock & Vehicles £000	Infra-structure Assets £000	Sundry Assets £000	Assets Under Construction £000	Investment Properties £000	Investment Property Held for Sale £000	Total £000
<b>Cost or Valuation</b>									
At 1 April 2017	112,756	8,600	39,852	78,961	22,077	19,517	5,363	950	288,076
Additions	3,546	224	0	5,045	346	22,345	0	0	31,506
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(341)	0	0	0	0	0	0	0	(341)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(2,241)	0	0	0	0	0	2,464	0	223
Derecognition – Disposals	(154)	0	(776)	0	(14,995)	0	0	(950)	(16,875)
Assets reclassified (to)/from held for sale	0	0	0	0	0	0	(1,956)	1,956	0
Transfers	(75)	0	0	0	(240)	0	75	0	(240)
<b>At 31 March 2018</b>	<b>113,491</b>	<b>8,824</b>	<b>39,076</b>	<b>84,006</b>	<b>7,188</b>	<b>41,862</b>	<b>5,946</b>	<b>1,956</b>	<b>302,349</b>
<b>Accumulated Depreciation and Impairment</b>									
At 1 April 2017	3,134	3,503	33,768	41,177	19,391	0	0	0	100,973
Depreciation charge	3,613	339	2,043	1,544	824	0	0	0	8,363
Depreciation written out to the Revaluation Reserve	(900)	0	0	0	0	0	0	0	(900)
Depreciation written out to the Surplus/Deficit on the Provision of Services	(431)	0	0	0	0	0	0	0	(431)
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services	(850)	0	0	0	0	0	0	0	(850)
Derecognition – Disposals	(6)	0	(773)	0	(14,992)	0	0	0	(15,771)
Transfers	0	0	0	0	(240)	0	0	0	(240)
<b>At 31 March 2018</b>	<b>4,560</b>	<b>3,842</b>	<b>35,038</b>	<b>42,721</b>	<b>4,983</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91,144</b>
<b>Net Book Value</b>									
<b>At 31 March 2018</b>	<b>108,931</b>	<b>4,982</b>	<b>4,038</b>	<b>41,285</b>	<b>2,205</b>	<b>41,862</b>	<b>5,946</b>	<b>1,956</b>	<b>211,205</b>
<b>At 31 March 2017</b>	<b>109,622</b>	<b>5,097</b>	<b>6,084</b>	<b>37,784</b>	<b>2,686</b>	<b>19,517</b>	<b>5,363</b>	<b>950</b>	<b>187,103</b>

## 20. Property, Plant and Equipment (continued)

### Comparative Movements in 2016/17:

	Land & Buildings £000	Plant & Machinery £000	Rolling Stock & Vehicles £000	Infra-structure Assets £000	Sundry Assets £000	Assets Under Construction £000	Investment Properties £000	Assets Held for Sale £000	Total £000
<b>Cost or Valuation</b>									
At 1 April 2016	106,957	8,571	40,401	59,498	12,307	9,513	6,342	0	243,589
Additions	7176	29	1,370	19,463	3,575	19,466	0	0	51,079
Revaluation increases/(decreases) recognised in the Revaluation Reserve	3,755	0	0	0	0	0	0	0	3,755
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(8,136)	0	0	0	0	0	421	0	(7,715)
Derecognition – Disposals	(186)	0	(1,919)	0	(527)	0	0	0	(2,632)
Assets reclassified (to)/from held for sale	0	0	0	0	0	0	(950)	950	0
Transfers	3,190	0	0	0	6,722	(9,462)	(450)	0	0
<b>At 31 March 2017</b>	<b>112,756</b>	<b>8,600</b>	<b>39,852</b>	<b>78,961</b>	<b>22,077</b>	<b>19,517</b>	<b>5,363</b>	<b>950</b>	<b>288,076</b>
<b>Accumulated Depreciation and Impairment</b>									
At 1 April 2016	5,727	3,167	33,778	38,808	9,284	0	0	0	90,764
Depreciation charge	3,610	336	1,872	2,369	10,634	0	0	0	18,821
Depreciation written out to the Revaluation Reserve	(3,771)	0	0	0	0	0	0	0	(3,771)
Depreciation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(2,236)	0	0	0	0	0	0	0	(2,236)
Impairment losses/(reversals) recognised in the Revaluation Reserve	7	0	0	0	0	0	0	0	7
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services	(123)	0	30	0	0	0	0	0	(93)
Derecognition – Disposals	(80)	0	(1,912)	0	(527)	0	0	0	(2,519)
<b>At 31 March 2017</b>	<b>3,134</b>	<b>3,503</b>	<b>33,768</b>	<b>41,177</b>	<b>19,391</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,973</b>
<b>Net Book Value</b>									
At 31 March 2017	109,622	5,097	6,084	37,784	2,686	19,517	5,363	950	187,103
At 31 March 2016	101,230	5,404	6,623	20,690	3,023	9,513	6,342	0	152,825

## 20. Property, Plant and Equipment (continued)

### Capital Commitments

SPT has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment. The major commitments are:

Service	Outstanding Commitment as at 31 March 2018 £000	Contract Completion Dates
Subway Modernisation	143,125	Various
Bus Operations	787	Various
Subway Operations	363	Various
Subway Infrastructure	56	Various
Projects / Other	70	Various
<b>Total</b>	<b>144,401</b>	

### Revaluations – Land and Buildings

To comply with the Code, SPT has completed a revaluation exercise on all land and buildings owned by SPT. The land and buildings were revalued at 31 March 2017 by external valuers, the District Valuer.

The valuation process was undertaken in accordance with the Statements of Asset Valuation Practice and Guidance Notes of the Royal Institution of Chartered Surveyors. Inspections were carried out at the end of the financial year. The District Valuer confirmed that the valuations were provided on the following basis:

“The valuations incorporated in these financial statements have been provided by District Valuer Services of the Valuation Office Agency in the capacity of External Valuer. The date of valuation is 31 March 2017 and in accordance with the requirements of the RICS Valuation Standards and International Financial Reporting Standards (IFRS) as applied to the United Kingdom public sector and interpreted by the current CIPFA Code of Practice for Local Authority Accounting, as applicable from 1 April 2015 the valuation of each property was provided on the following bases and assumptions:

- (a) For owner occupied property: valued to Current Value in existing use (EUV) having regard to the service potential that an asset provides in support of the entity’s service delivery and on the assumption that the properties valued will continue to be held by SPT for the foreseeable future having regard to the prospect and viability of the continuance of that occupation.

- (b) For investment property: valued to Fair Value as defined by IFRS 13, and equates to being the Market Value of the legal interest held.

District Valuer Services’ opinion of Current Value and Fair Value was primarily derived using:

- (a) comparable recent market transactions on arm’s length terms; and
- (b) for specialised assets, the Depreciated Replacement Cost approach because the specialised nature of the asset means that there are no market transactions of this type of asset except as part of the business or entity.

The sources of information and assumptions made in producing the various valuations are set out in the Valuation Report which is not published in the annual report and financial statements.

The valuation figures incorporated in the annual report and financial statements are the aggregate of separate valuations of parts of the portfolio, not a valuation or apportioned valuation of the portfolio valued as a whole.”

The revaluation exercise in 2017 excluded Kelvinhall Subway Station and Broomloan Depot since these properties were revalued in 2015 following completion of extensive modernisation work. Management have considered the valuations performed in 2015 and, as they are not aware of any material change in value, the valuations have not been updated for these two properties.

## 20. Property, Plant and Equipment (continued)

The revaluation exercise in 2017 excluded 131 St Vincent Street (headquarters) since this property was revalued in 2015 following acquisition and has subsequently undergone extensive fit-out and modernisation work completed in 2016. Management have considered the valuation performed in 2015 and, as they are not aware of any material change in value, the valuation has not been updated for this property.

The revaluation exercise in 2017 excluded St Enoch Subway Station and Buchanan Subway Station since these properties were revalued in 2016 following completion of extensive modernisation work. Management have considered the valuations performed in 2016 and, as they are not aware of any material change in value, the valuations have not been updated for these two properties.

Valuations have been carried out at 31 March 2018 by external valuers, the District Valuer, of Kelvinbridge Subway Station and Shields Road Subway Station following extensive modernisation work. Revaluation gains and losses have been recognised for these properties.

Extensive modernisation work at Bridge Street Subway Station is due to be completed in 2018/19 and this property will be revalued at that time. The costs incurred to 31 March 2018 were reviewed to ascertain if they would increase that asset value by a similar or lesser amount and no impairment loss has been recognised.

### **Revaluations – Non-operational investment and land properties**

As required by the Code, an annual valuation of non-operational investment and land properties was conducted at 31 March 2018. This exercise was conducted by SPT's external valuers, the District Valuer.

### **Revaluations – Investment property held for sale**

Investment properties held for sale are valued at market value. Market value is based on the offers received for the properties.

## 21. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below, together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by SPT, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by SPT that has yet to be financed. The CFR is analysed in the second part of this note.

2016/17 £000		2017/18 £000
<b>0</b>	<b>Opening Capital Financing Requirement</b>	<b>0</b>
	<b>Capital investment:</b>	
51,079	Property, Plant and Equipment	31,506
173	Intangible Assets	372
8,396	Revenue expenditure funded from capital under statute	8,082
	<b>Sources of finance:</b>	
0	Capital receipts	(14)
(40,761)	Government grants and other contributions	(39,946)
(18,887)	Revenue contributions*	0
<b>0</b>	<b>Closing Capital Financing Requirement</b>	<b>0</b>

\* The £18.887 million in 2016/17 is comprised of £1.8 million of direct revenue contributions to capital and £17.087 million contribution from the "Subway Fund", which is represented in the balance sheet as Receipts in Advance.

## 22. Heritage Assets

SPT's Heritage assets consist of low value pieces of artwork that are displayed at various locations throughout the SPT area. All of the art work has an individual value of less than £100,000 and therefore has not been separately identified within these accounts.

## 23. Investment Property Held for Sale

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

2016/17 £000		2017/18 £000
<b>0</b>	<b>Balance at start of year</b>	<b>950</b>
950	Assets newly classified as held for sale: Investment Properties	1,956
0	Assets sold	(950)
<b>950</b>	<b>Balance at year-end</b>	<b>1,956</b>

## 24. Inventories

2016/17 £000		2017/18 £000
319	Balance at start of year	434
1,514	Purchases	1,030
(1,399)	Recognised as an expense in the year	(871)
<b>434</b>	<b>Balance at year-end</b>	<b>593</b>

## 25. Short Term Debtors

31 March 2017 £000		31 March 2018 £000
1,571	Bodies external to general government	1,488
4,879	Central government bodies	4,559
998	Other local authorities	1,248
333	Strathclyde Concessionary Travel Scheme	150
66	NHS Bodies	29
0	Public corporations and trading funds	3
<b>7,847</b>	<b>Total</b>	<b>7,477</b>

## 26. Short Term Creditors

31 March 2017 £000		31 March 2018 £000
14,004	Bodies external to general government	9,459
1,456	Central government bodies	1,490
24,839	Other local authorities	6,838
17	Strathclyde Concessionary Travel Scheme	17
12	NHS Bodies	0
1,564	Public corporations and trading funds	1,564
<b>41,892</b>	<b>Total</b>	<b>19,368</b>

## 27. Long Term Creditors

31 March 2017 £000		31 March 2018 £000
1,875	Receipts in advance – other local authorities	35,045
<b>1,875</b>	<b>Total</b>	<b>35,045</b>

The £35.045 million balance within Receipts in Advance will be used to fund the Subway Modernisation programme and other future Subway initiatives.

## 28. Provisions

	Injury and Damage Compensation Claims £000	Employee £000	Legal and Other Claims £000	Total £000
<b>Balance at 1 April 2017</b>	<b>71</b>	<b>1,040</b>	<b>681</b>	<b>1,792</b>
Additional provisions made in 2017/18	109	458	0	567
Amounts used in 2017/18	(34)	(292)	0	(326)
Unused amounts reversed in 2017/18	(30)	(526)	0	(556)
<b>Balance at 31 March 2018</b>	<b>116</b>	<b>680</b>	<b>681</b>	<b>1,477</b>

The Injury and Damage Compensation Claims provision relate to public or employee liability claims that have been raised against SPT and are a best estimate of the potential liability to SPT.

The employee provision takes account of the estimated costs of legislative changes and estimates for severance payments due to reorganisations.

The legal and other claims provision takes account of estimated legal fees and settlement costs.

## 29. Contingent Liabilities

At 31 March 2018 SPT did not have any contingent liabilities (2016/17: nil).



### 30. Financial Instruments

SPT is debt free and therefore, SPT currently has no debt related financial instruments disclosure requirements. The following disclosure covers all areas relevant to SPT's activities.

#### Financial Instruments Gains / Losses / Expenses charged during 2017/18 (at amortised cost)

The gain incurred by SPT in 2017/18 was an interest gain of £0.664 million. There was no expense as SPT is debt free at present.

#### Nature and extent of risks arising from financial instruments

SPT has fully adopted CIPFA's Code of Treasury Management Practices and has specific written risk management policies and procedures.

#### Credit Risk

Credit risk arises from temporary deposits placed with banks and financial institutions, as well as credit exposure to SPT's customers. SPT maintains a formally approved counterparty list for these deposits, and investments are restricted to a prudent maximum amount for each financial institution.

The following analysis summarises SPT's potential maximum exposure to credit risk, based on experience of default assessed by the credit rating agency.

Amount as at 31 March 2017 £000		Amount as at 31 March 2018 £000	Historical Experience of Non-payment Adjusted for Market Conditions %	Estimated Maximum Exposure to Default and Uncollectability £000
88,182	Deposits with banks and other financial institutions	168,185	0	0
1,114	Customers	757	0.01	1
<b>89,296</b>	<b>Total</b>	<b>168,942</b>		<b>1</b>

SPT does not normally allow credit for customers, and therefore £0.506 million of the £0.757 million balance is past its due date for payment. The amount can be analysed as follows:

31 March 2017 £000	Age	31 March 2018 £000
901	Less than 3 months	744
210	3 to 6 months	12
3	6 months to 1 year	1
0	More than 1 year	0
<b>1,114</b>	<b>Total</b>	<b>757</b>

SPT held no bank overdraft facility as at 31 March 2018. Trade creditors amounted to £4.539 million.

The requirement that current liabilities are to be recognised even if refinanced post balance sheet, or if the original life deems the liability to be long term, has been complied with.

### 30. Financial Instruments (continued)

#### Market Risk

Movements in market interest rates expose SPT to risk due to uncertainty in the interest receivable on investments. Higher interest rates would increase income received on variable rate lending, which would impact on the CIES.

SPT's strategy for managing interest rate risk is covered in its Treasury Management Strategy. Taking cognisance of interest rate forecasts during the year, fixed rate investments may be taken for longer periods to secure better long term returns.

According to these investment strategies, as at 31 March 2018, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

31 March 2017 £000	Estimated Financial Effect	31 March 2018 £000
(961)	Increase in interest receivable on variable rate investments	(1,204)
<b>(961)</b>	<b>Net theoretical impact on I&amp;E Account</b>	<b>(1,204)</b>

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

### 30. Financial Instruments (continued)

#### Market Risk

SPT has no exposure to any price risk as a result of equity share investments, or to any foreign exchange rate movements.

Further to the disclosures made in the preceding comments, a number of potential disclosures relating to Financial Instruments do not apply to SPT for this financial year due to the limited complexity and profile of loans (none) and investments included in SPT's financial statements. These are summarised below:

- No reclassification of assets carrying value between fair value and amortised cost was made;
- No transfer of financial assets were made;
- No carrying value, or fair value of collateral was held;
- No credit losses on financial assets occurred;
- No defaults on loans payable occurred;
- No gain or loss on financial assets or liabilities at fair value were recorded in the CIES;
- There was no gain on loans and receivables;
- There was no gain or loss on financial liabilities at amortised cost;
- There was no gain or loss arising from impairment on any class of financial asset;
- SPT did not directly apply a fair value determination of financial instruments
- No carrying amount was estimated for short term receivables and payables;
- No offsetting of financial assets and liabilities occurred;
- There were no breaches of long term loan agreements that would have resulted in payment due in less than one year now being treated as current; and
- No current liabilities were rolled forward to a term longer than 12 months and treated as long term.

### 31. Interests in companies and other entities

During 2011/12 SPT acquired 49% of the ordinary shares in Nevis Technologies Limited, a company registered in Scotland, at a cost of £4,999. Nevis Technologies Limited is a joint venture between SPT and Ecebs Limited for the provision of a smartcard ticketing and payment service. This interest is recorded as a long-term investment at cost. Details of the transactions between SPT and Nevis Technologies can be found in Note 14, Related Party Transactions on page 45.

Group accounts have not been prepared on the grounds of materiality.

# Remuneration Report

All information contained within the tables in the Remuneration Report has been audited by Scott-Moncrieff. The other sections of the Remuneration Report were reviewed by Scott-Moncrieff to ensure that they are consistent with the financial statements.

## The remuneration paid to SPT's senior employees is as follows:

Total Remuneration 2016/17 £		Salary, Fees & Allowances £	Total Remuneration 2017/18 £
141,851	Gordon MacLennan: Chief Executive	143,265	143,265
120,574	Valerie Davidson: Assistant Chief Executive (Business Support)	121,776	121,776
120,574	Eric Stewart: Assistant Chief Executive (Operations)	121,776	121,776
<b>382,999</b>	<b>Total</b>	<b>386,817</b>	<b>386,817</b>

The senior employees included in the table are those who have responsibility for management of SPT to the extent that the person has power to direct or control the major activities of the organisation (including activities involving the expenditure of money), during the report to which the Report relates, whether solely or collectively with other persons.

The salary of senior employees is set by reference to national local authority arrangements. The Scottish Joint Negotiating Committee for Local Authority Services sets the salaries for the Chief Executives of Scottish Local Authorities. SPT sets the salary of the Chief Executive with reference to this framework. The salaries of the Assistant Chief Executives and Directors are based on a percentage of the Chief Executive's salary. Assistant Chief Executive's receive approximately 85% of the Chief Executive's salary and Directors receive approximately 75% of Assistant Chief Executive's salary. These arrangements were approved by the Partnership on 24 March 2006.

## The remuneration paid to SPT's Senior Councillors is as follows:

Total Remuneration 2016/17 £		Salary, Fees & Allowances £	Total Remuneration 2017/18 £
21,052	Jonathan Findlay, Chair to 04/05/2017	2,719	2,719
0	Dr Martin Bartos, Chair from 01/06/2017	16,812	16,812
11,580	Denis McKenna, Vice Chair to 04/05/2017	1,496	1,496
11,580	Kaye Harmon, Vice Chair to 04/05/2017	1,496	1,496
0	Alan Moir, Vice Chair from 01/06/2017	9,247	9,247
0	David Wilson, Vice Chair from 01/06/2017	7,565	7,565
<b>44,212</b>	<b>Total</b>	<b>39,335</b>	<b>39,335</b>

The remuneration of councillors is regulated by the Local Governance (Scotland) Act 2004. However these regulations do not apply directly to Regional Transport Authorities including SPT. Remuneration of councillors, namely the Chair and Vice-Chairs, is made under the previous powers of Strathclyde Passenger Transport Authority which were transferred to SPT. SPT has however adopted the principles outlined in the legislation in so far as is practicable. The level of payment to the Chair and Vice Chair(s) was approved by the Partnership on 31 May 2007.

## Remuneration paid to Councillors

SPT paid the following amounts to members (including Senior Councillors) of the Partnership during the year.

2016/17 £000		2017/18 £000
0	Salaries	0
44	Allowances	39
1	Expenses	1
<b>45</b>	<b>Total</b>	<b>40</b>

SPT is committed to promoting openness and transparency and therefore publishes Members' expenses at [www.spt.co.uk](http://www.spt.co.uk).

**The pension entitlements of senior employees for the year to 31 March 2018 are shown in the table below together with the contribution made by SPT to each senior employee's pension during the year:**

	In-year pension contributions			Accrued pension benefits	
	Year to 31 March 2017 £	Year to 31 March 2018 £		Year to 31 March 2017 £	Year to 31 March 2018 £
Gordon MacLennan: Chief Executive (1)	27,377	27,650	Pension	24,444	27,554
			Lump sum	13,113	13,244
Valerie Davidson: Assistant Chief Executive (Business Support) (2)	23,271	23,503	Pension	49,573	52,504
			Lump Sum	97,605	98,581
Eric Stewart: Assistant Chief Executive (Operations) (3)	23,271	23,503	Pension	24,302	27,300
			Lump Sum	21,795	22,013

(1) The pension figures shown relate to the benefits that the person has accrued from their current appointment only

(2) The pension figures shown relate to the benefits that the person has accrued as consequence of their total local government service, and not just their current appointment.

(3) The pension figures shown relate to the benefits that the person has accrued from their current appointment only, but includes a transfer in from another scheme.

Remuneration of councillors in SPT is not pensionable.

## Employees

Pension benefits for local government employees are provided through the Local Government Pension Scheme (LGPS).

For local government employees this is a Career Average Revalued Earnings (CARE) pension scheme. This means that pension benefits are based on average pay and the number of years that person has been a member of the scheme.

The scheme's normal retirement age for most employees is 65, however it is based on state pension age.

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.

The tier rates for 2017-18 have stayed the same as they were for 2016-17. Tiers are as follows: Whole time pay	Contribution rate 2017/18	Contribution rate 2016/17
On earnings up to and including £20,700	5.5%	
On earnings above £20,700 and up to £25,300	7.25%	
On earnings above £25,300 and up to £34,700	8.5%	
On earnings above £34,700 and up to £46,300	9.5%	
On earnings above £46,300	12%	
On earnings up to and including £20,500		5.5%
On earnings above £20,500 and up to £25,000		7.25%
On earnings above £25,000 and up to £34,400		8.5%
On earnings above £34,400 and up to £45,800		9.5%
On earnings above £45,800		12%

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 1/49th of final pensionable salary and years of pensionable service, (prior to 2015 the accrual rate guaranteed a pension based on 1/60th of final pensionable salary and years of pensionable service and prior to 2009, the accrual rate guaranteed a pension based on 1/80th and a lump sum based on 3/80th of final pensionable salary and years of pensionable service).

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 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.

**SPT's employees receiving more than £50,000 remuneration for the year (excluding employer's pension contributions and including severance payments):**

Remuneration band	2016/17 Number of employees	2017/18 Number of employees
£50,000 - £54,999	9 (1)	8 (1)
£55,000 - £59,999	8	9 (1)
£60,000 - £64,999	6	12 (1)
£65,000 - £69,999	7	3 (1)
£70,000 - £74,999	1	3
£75,000 - £79,999	1 (1)	0
£80,000 - £84,999	1	1
£85,000 - £89,999	1	0
£90,000 - £94,999	0	1
£95,000 - £99,999	1	0
£100,000 - £104,999	0	1
£105,000 - £109,999	0	0
£110,000 - £114,999	0	0
£115,000 - £119,999	0	0
£120,000 - £124,999	2	2
£125,000 - £129,999	0	0
£130,000 - £134,999	0	0
£135,000 - £139,999	0	0
£140,000 - £144,999	1	1
£145,000 - £149,999	0	0

Figures in brackets represent the number of employees in the year whose remuneration includes severance payments.

## Exit Packages

The number of exit packages with total cost per band and total cost of all redundancies are set out in the tables below:

Exit package cost band	2016/17 Number of compulsory redundancies	2016/17 Number of other departures	2017/18 Number of compulsory redundancies	2017/18 Number of other departures
£0 - £20,000	1	4	6	0
£20,001 - £40,000	1	2	8	2
£40,001 - £60,000	0	0	2	3
£60,001 - £80,000	0	2	2	1
£80,001 - £100,000	1	0	2	1
£100,001 - £150,000	2	0	0	1
£150,001 - £200,000	0	0	1	0
<b>Total</b>	<b>5</b>	<b>8</b>	<b>21</b>	<b>8</b>

Exit package cost band	2016/17 Total number of exit packages by cost band	2016/17 Total cost of exit packages (£000)	2017/18 Total number of exit packages by cost band	2017/18 Total cost of exit packages (£000)
£0 - £20,000	5	52	6	68
£20,001 - £40,000	3	83	10	287
£40,001 - £60,000	0	0	5	249
£60,001 - £80,000	2	132	3	217
£80,001 - £100,000	1	99	3	263
£100,001 - £150,000	2	219	1	123
£150,001 - £200,000	0	0	1	163
<b>Total</b>	<b>13</b>	<b>585</b>	<b>29</b>	<b>1,370</b>



## Facility Time

The tables below fulfil SPT's publication requirements under The Trade Union (Facility Time Publication Requirements) Regulations 2017 and covers the financial year 2017/18.

The 2017/18 data is a best estimate as the number of hours spent by union officials on facility time has been estimated. A system has now been put in place to capture actual time incurred and therefore the return for 2018/19 will be based on actual data.

**Table 1 - Relevant union officials**

The table below represents the total number of employees who were relevant union officials during the year.

Number of employees who were relevant union officials during the relevant period	Full-time equivalent employee number
18	176

**Table 2 - Percentage of time spent on facility time**

Union officials working hours spent on facility time, shown in percentage ranges.

Percentage of time	Number of employees
0%	3
1 - 50%	15
51 - 99%	0
100%	0

**Table 3 - Percentage of pay bill spent on facility time**

Description	Figures
Total cost of facility time	21,956
Total pay bill	20,058,729
Percentage of the total pay bill spent on facility time	0.11%

**Table 4 - Paid trade union activities**

The table below shows the time spent on paid trade union activities as a percentage of total paid facility time hours.

Time spent on paid trade union activities as a percentage of total paid facility time hours
100%



**Martin Bartos**  
Chair

28 September 2018



**Gordon MacLennan**  
Chief Executive

28 September 2018

# Independent auditor's report to the members of Strathclyde Partnership for Transport and the Accounts Commission

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

## Report on the audit of the financial statements

### Opinion on financial statements

We certify that we have audited the financial statements in the annual accounts of Strathclyde Partnership for Transport for the year ended 31 March 2018 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the Comprehensive Income and Expenditure Statement, Balance Sheet, Cash Flow Statement, Movement in Reserves Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the 2017/18 Code).

In our opinion the accompanying financial statements:

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

### Basis of opinion

We conducted our audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)). Our responsibilities under those standards are further described in the auditor's responsibilities for the

audit of the financial statements section of our report. We are independent of the body in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern basis of accounting

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

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

### Responsibilities of the Assistant Chief Executive and the Partnership for the financial statements

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

In preparing the financial statements, the Assistant Chief Executive is responsible for assessing the body's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

The Partnership is responsible for overseeing the financial reporting process.

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

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

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Other information in the annual accounts

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

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

## Report on other requirements

### Opinions on matters prescribed by the Accounts Commission

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

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

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

### Matters on which we are required to report by exception

We are required by the Accounts Commission to report to you if, in our opinion:

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

We have nothing to report in respect of these matters.



**Gary Devlin,**

For and on behalf of Scott-Moncrieff

28 September 2018

# Strathclyde Concessionary Travel Scheme Joint Committee Annual Accounts for the year ended 31 March 2018

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# Members of the Joint Committee

Members of the Joint Committee as at 31 March 2018

## Member

**Councillor Graham Hardie**

**Councillor Jim Roberts**

**Councillor Alan Moir**

**Councillor Allan Lafferty**

**Councillor Malcolm Balfour**

**Councillor Martin Bartos**

**Councillor David Wilson**

**Councillor Jimmy Miller**

**Councillor Jim Reddin**

**Councillor Cathy McEwan**

**Councillor Ian Cochrane**

**Councillor David Shearer**

**Councillor Marie McNair**

## Representing

Argyll & Bute Council

East Ayrshire Council

East Dunbartonshire Council

East Renfrewshire Council

Glasgow City Council

Glasgow City Council

Inverclyde Council

North Ayrshire Council

North Lanarkshire Council

Renfrewshire Council

South Ayrshire Council

South Lanarkshire Council

West Dunbartonshire Council

The Joint Committee consists of 13 Elected Members representing the 12 constituent unitary authorities in the west of Scotland, together with the Chair of Strathclyde Partnership for Transport. The Joint Committee met on 2 occasions during 2017/18.

## Secretary / Treasurer

**Valerie Davidson**

Strathclyde Partnership for Transport

131 St. Vincent Street

Glasgow

G2 5JF

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Any correspondence for the Strathclyde Concessionary Travel Scheme should be sent to the address above.

# Management Commentary

## Introduction

This management commentary puts the annual accounts into context of what the Joint Committee is aiming to achieve, how we manage the risks and challenges and what the future holds.

## About Strathclyde Concessionary Travel Joint Committee

SCTS covers the 12 councils within the designated Strathclyde Partnership for Transport area, and all councils are represented on the Joint Committee plus the chair of Strathclyde Partnership for Transport. The cost of the Scheme is met by the 12 councils. Strathclyde Partnership for Transport administers the Scheme on behalf of the Joint Committee.

The Joint Committee was established on 22 October 1999, although as outlined below, significant changes have been made since then.

## Scope of the Scheme

The Strathclyde Concessionary Travel Scheme (“the scheme”) offers reduced fares on ScotRail services, which start and finish within the Scheme’s boundaries, on Glasgow’s Subway and on local ferries for anyone who lives on an island or peninsula and meets the qualifying criteria.

The scheme is open to people aged 60 years old and over plus many disabled people if they live permanently in the area covered by the scheme. Strathclyde Concessionary Travel Cards with a named ferry route on them (Ferry Travel Cards) are also available to permanent residents of one of the islands covered by the scheme or where residents live on the Cowal or Rosneath peninsulas.

A National Concessionary Travel Scheme for Bus was introduced on 1 April 2006. As a result, all bus concession travel became a matter for Transport Scotland with effect from that date with railway, subway and ferry within the designated Scheme area remaining a matter for the Joint Committee.

The scheme was reviewed in 2009/10 with changes to fares being amongst a range of measures proposed to ensure the sustainability of the scheme in the longer term. These measures were approved by the Joint Committee on 11 December 2009 and were implemented in 2010/11, with a further fare increase implemented in 2011/12 and amendments to the operator reimbursement factors

and the introduction of a rail evening peak restriction implemented in 2012/13. In response to pressures, fares were again increased in 2017/18, the scheme continues to experience financial pressures from the impact of funding pressures from the partner local authorities and from increased operator costs driven by patronage growth.

## Our Priorities

The Joint Committee seeks to ensure the long-term financial sustainability of the scheme whilst maintaining benefits to users. This includes maintaining the scheme at levels affordable to the funding local authorities and utilising reserves in support of the scheme.

## Performance Reporting

The Joint Committee monitors its performance regularly and reports on its performance to its members through the Joint Committee meetings. All reports are available to the public and can be found at:

[spt.co.uk/corporate/about/minutes-agendas/sctj-committee/](http://spt.co.uk/corporate/about/minutes-agendas/sctj-committee/)

## Treasury Management

SPT manages all treasury management matters on behalf of the Joint Committee. SPT has adopted in full the CIPFA Code of Practice on Treasury Management including the creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of SPT’s treasury management activities. SPT publishes an annual Treasury Management Strategy for the year ahead and annual Treasury Management Report for the year past, including a commentary on compliance. The 2017/18 Treasury Management Strategy can be found at:

[spt.co.uk/documents/latest/sp170317\\_agenda6.pdf](http://spt.co.uk/documents/latest/sp170317_agenda6.pdf)

## Management of Risk

All financial and operational risks are reviewed throughout the year and are reported to the Joint Committee within the regular scheme costs reviews and as part of the annual revenue budget approval reports. All reports are available to the public and can be found at:

[spt.co.uk/corporate/about/minutes-agendas/sctj-committee/](http://spt.co.uk/corporate/about/minutes-agendas/sctj-committee/)

## Look Ahead

The basic concessionary fare was increased in 2017/18, which was the first increase since 2011/12. In 2018/19 there will be a further increase in concessionary travel return fares only. This measure, in line with the overall scheme strategy, is designed to maintain the overall scheme within levels affordable to funding authorities. The impact of this change will be monitored throughout the year and reported to the Joint Committee.

## Preparation of the Annual Accounts

The financial statements demonstrate SCTS sound stewardship of the public funds it controls and manages. The annual accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 which is based upon International Financial Reporting Standards (IFRS). Therefore the Code, which remains the authoritative source of accounting standards for local authorities (and related bodies) across the UK, is based upon internationally common accounting standards.

## Review of Performance

SCTS's comprehensive income and expenditure statement for the year ended 31 March 2018 is shown on page 81.

The agreed budget for 2017/18 was £4.173 million (£4.329 million, 2016/17). Funding contributions from the 12 participating councils were agreed at £4.173 million with no funding required from reserves.

Payments to operators in the year amounted to £4.035 million (£3.956 million, 2016/17). The final outturn inclusive of all costs is £4.304 million (£4.235 million, 2016/17) which is £0.131 million more than the original 2017/18 budget. This reflects a continuing increase in payments to operators, at the same time as seeing a reduction in funding from Local Authorities. Operator fares in 17/18 increased more than anticipated at the time of setting the budget, which resulted in higher payments to operators. This combined with increased patronage resulted in an overspend in year.

The Joint Committee has no influence over either the number of journeys made by cardholders or the commercial fare levels set by operators. This means that the actual cost of running the Scheme can vary substantially from the budgeted figure.

## Balance Sheet

The Balance Sheet is shown on page 82 and provides details of SCTS's assets and liabilities as at 31 March 2018.

## Cash Flow Statement

The Cash Flow Statement and the accompanying notes on page 83 summarise the inflows and outflows of cash arising from transactions with third parties for revenue purposes during the year.

## Movement in Reserves Statement

The Movement in Reserves Statement reported on page 84 shows the general reserves held by the SCTS as at 31 March 2018. The Joint Committee has in recent years implemented a policy of reducing the level of balances held to a level more commensurate with the local Scheme costs. This action has been taken by the Joint Committee following consultation with the funding bodies. In line with the policy, in 2017/18, £0.0131 of reserves were utilised to fund the deficit incurred during the financial year. The Joint Committee has already approved a resource utilisation policy, which will see the overall level reduced even further in future years.

## Membership of the Joint Committee

Details of representation on the Joint Committee at 31 March 2018 are shown on page 70. As a result of the recent local government elections the membership of the Joint Committee at the time of writing has yet to be finalised.

## Approved on behalf of Strathclyde Concessionary Travel Scheme Joint Committee and signed on their behalf



**Valerie Davidson**  
Secretary / Treasurer

28 September 2018



# Statement of Responsibilities

## The Joint Committee's responsibilities

### The Joint Committee is required to:

- Make arrangements for the proper administration of the scheme and its financial affairs. The responsibility for the administration of the scheme on a day to day basis has been delegated to Strathclyde Partnership for Transport;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- Ensure the Annual Accounts are prepared in accordance with legislation (the Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government Scotland Act 2003); and
- Approve the Annual Accounts for signature.

**I certify that the Annual Accounts have been approved for signature by the Partnership at its meeting on 28 September 2018.**



**Valerie Davidson**  
Secretary / Treasurer  
28 September 2018

## The Treasurer's responsibilities

The Treasurer is responsible for the preparation of the Scheme's statement of accounts in accordance with proper practices as set out in CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 ("the Code of Practice").

### In preparing this statement of accounts, the Treasurer has:

- Selected suitable accounting policies and applied them consistently;
- Made judgements and estimates that were reasonable and prudent; and
- Complied with the Code of Practice.

### The Treasurer has also:

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

**I certify that the Annual Accounts give a true and fair view of the financial position of the Scheme at the reporting date and the transactions of the Joint Committee for the year ended 31 March 2018.**

# Annual Governance Statement and Statement of Financial Control

## Scope of the Governance Framework

Although Strathclyde Concessionary Travel Scheme (SCTS) Joint Committee is a separate legal entity, due to the administrative relationship between SCTS and Strathclyde Partnership for Transport (SPT), there are a number of shared systems between the two bodies. The corporate governance and internal financial control arrangements that govern SCTS are also that of SPT.

Strathclyde Partnership for Transport (SPT) has established governance arrangements that are consistent with the seven principles for good governance outlined in the 'Delivering good governance in local government: Framework 2016' published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

SPT is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically and efficiently. There is also a duty under the Local Government (Scotland) Act 2003 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

SPT is also responsible for establishing proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions and is focused on meeting key strategic and business objectives and that benefits are realised.

## The Purpose of the Governance Framework

The purpose of Delivering good governance in local government: Framework 2016 (the Framework) is to encourage better service delivery and improved accountability by establishing a benchmark for aspects of good governance in the public sector.

The governance framework comprises the behaviours, values, practices and systems by which the Partnership is directed and controlled and engages with the community. It enables the Partnership to monitor the achievement of its strategic

objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective outcomes.

The quality of governance arrangements underpins the level of trust in public services and is therefore a fundamental building block upon which SPT can build its promise to customers. Trust in public services is also influenced by the quality of services received, regardless of who is responsible for delivering them, and also by how open and honest an organisation is about its performance.

Good governance, and a framework (Local Code of Corporate Governance) for the implementation of good governance allows SPT to be clear about its approach to discharging its responsibilities as outlined above and to promote this widely both internally, to employees and members, and externally to partners, stakeholders and most importantly the travelling public of the west of Scotland.

The Local Code of Corporate Governance has been populated with evidence of compliance to support each of the seven principles. The arrangements required for gathering information for the preparation of the Annual Governance Statement provide an opportunity for SPT to consider the robustness of the governance arrangements and to consider this as a corporate issue that affects all parts of the organisation. It also helps to highlight current arrangements and arrangements which will be subject to review in the forthcoming year.

## The Governance Framework

**Principle A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.**

SPT has well established standing orders and terms of reference that regulate the operation of the Partnership and committee meetings. These standing orders are supported by a scheme of delegated functions, standing orders relating to contracts, the code of corporate governance and financial regulations with clear delegation arrangements and protocols for decision making and communication, and codes of conduct defining the standards of behaviour for employees and members. Guidance to support this principle is contained within SPT's governance manual.

SPT management have a designated role profile and these profiles are easily accessible for employees via the intranet and are structured to provide clear responsibility and accountability at both strategic and operational levels.

These arrangements are supplemented by HR policy and guidance.

Appointment of Chair, Appointment of Vice-chairs, Committee structure and cycle of meetings, Standing Orders relating to the Partnership and SPT's corporate governance arrangements, and Representation on outside boards were all approved by the Partnership at its meeting of 1 June 2017.

Appointment of Chair of the Strathclyde Concessionary Travel Scheme (SCTS) Joint Committee was approved at its meeting of 6 October 2017.

## Principle B: Ensuring openness and comprehensive stakeholder engagement.

SPT is clear about the leadership responsibilities for services, whether provided directly, through partners or by third parties. We will work closely with partners and stakeholders to make sure they deliver to agreed levels of quality and are accountable for what they do. SPT has a clear commitment to ensure services deliver the most appropriate combination of quality, value and choice to all.

SPT is a committed community planning partner and we work in partnership to deliver local and national outcomes and to ensure we make a positive contribution to the Single Outcome Agreement in each of our constituent council areas.

Each year we produce a Transport Outcome Report (TOR), which shows how our activities contribute to Single Outcome Agreements and SPT provide a summary of service delivery and local outcomes in each council area.

SPT interacts and engages with stakeholders and publishes annual reports, financial statements, service performance information and the results of customer surveys.

In addition, communications are maintained through the local and national press, our website, staff intranet pages and officer and/or member representation at public meetings.

SPT remains committed to developing systems to allow stakeholders to engage electronically. Contact can be made through the website and social media.

Meetings of the Partnership and its committees are open to the public, and agendas, papers and minutes are published on our website in accordance with the Publication scheme.

## Principle C: Defining outcomes in terms of sustainable, economic, social and environmental benefits.

The Annual Statement on Sustainable Economic Growth sets out the steps that SPT has taken in 2017/18 to promote and increase sustainable growth through the exercise of its functions.

The Regional Transport Strategy has a strong focus on the specific services, initiatives and projects which SPT seeks to deliver. The Regional Transport Strategy is integral to SPT's business planning processes which reflect current social, environmental and economic circumstances at local, regional and national levels.

In accordance with the Regional Transport Strategy, SPT presents Transport Outcomes Reports (TORs) for SPT's constituent councils and Community Planning Partnerships (CPPs) in accordance with their Single Outcome Agreements (SOAs).

The Regional Transport Strategy is subject to review and the Partnership approved the various stages of the review process at its meeting of 29 September 2017.

SPT Carbon Management Plan 2025 was approved by the Partnership at its meeting of 23 June 2017.

## Principle D: Determining the interventions necessary to optimise the achievement of the intended outcomes.

The Partnership and committees receive regular and comprehensive reports on SPT service delivery and outcomes.

The decision making and scrutiny framework within SPT encompasses self-evaluation as well as internal and external inspection.

The SPT strategy group and senior management receive advice and guidance from officer led groups responsible for the consideration of, for example, environmental sustainability, Digital transformation, and health and safety to drive and direct the decision making process. This advice is supplemented by external support provided by specialist professionals and services, where appropriate.

### Principle E: Developing the entity's capacity, including the capability of its leadership and the individuals within it.

This principle is about enabling members and officers to develop and enhance their knowledge and skills to allow them to effectively fulfil their roles and responsibilities.

A programme of training has been put in place for all members to remain well versed in their role and the role of the committee(s).

SPT has adopted a corporate induction process, delivered by Human Resources (HR). All new employees are required to undertake this induction. This arrangement is supplemented by local induction which is delivered by the appropriate department.

SPT remains committed to developing its workforce through the provision of a learning and development scheme for employees, to ensure that training and development needs are documented and managed in a structured and planned way.

### Principle F: Managing risks and performance through robust internal control and strong public financial management.

The Partnership's Standing Orders, Committee Terms of Reference, Scheme of Delegated Functions and Financial Regulations outline the roles and responsibilities for the monitoring and reporting of financial and risk management arrangements.

All reports presented to the Partnership/Committee require an assessment of financial and risk consequences to be detailed to support the decision making process.

The Partnership has an effective budget setting process which demonstrates an understanding of its costs, priorities and risks which is directly linked to outcomes.

The financial position is continually monitored throughout the year by the Strategy and Programmes committee.

The annual accounts demonstrate SPT's sound stewardship of the public funds it controls and manages. The annual accounts are prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom which is based upon International Financial Reporting Standards (IFRS). Therefore the Code, which remains the authoritative accounting standard for local authorities (and related bodies) across the UK, is based upon internationally common accounting practices.

In accordance with the Scottish Government's '*Safe, secure and prosperous: A Cyber Resilience Strategy for Scotland: Public Sector Action Plan 2017/18*', and pending further Scottish Government guidance, SPT has:

- senior management commitment and basic governance arrangements in place;
- senior management commitment ;
- cyber security information sharing partnership (CiSP) membership;
- appropriate use of Active Cyber Defence measures;
- appropriate training and awareness raising processes;
- cyber incident response protocols, aligned with central mechanisms.

SPT will seek to achieve cyber essentials plus (CE+) certification by mid-2018.

### Principle G: Implementing good practices in transparency, reporting, and audit, to deliver effective accountability.

Stakeholders and other interested parties can easily access information on SPT, its performance and outcomes (e.g. Annual statement on sustainable economic growth and Public Services Reform (Scotland) Act 2010 statements) from the website.

The website provides clear information on the services that SPT delivers and its responsibilities to the community and the travelling public of the west of Scotland.

Stakeholders can communicate with SPT using a range of available channels including social media. SPT has a Facebook and Twitter accounts.

The Audit and Standards committee meet on a regular basis and have clear terms of reference.

## Monitoring and Review of Governance Arrangements

**SPT's governance arrangements are formally monitored via:**

- the Partnership's established committee framework, including the Audit and Standards committee;
- Strategy Group and senior management;
- internal and external audit work; and
- review(s) of the local code of corporate governance arrangements which inform this statement.

Review of governance arrangements are undertaken within the context of the Regional Transport Strategy, Community Planning, and our strategic objectives.

## Statutory Role

Section 95 of the Local Government (Scotland) Act 1973 places responsibility for the proper administration of SPT's financial affairs upon the proper officer of the Partnership. In SPT, the Assistant Chief Executive (Business Support) is the responsible officer and is a member of the SPT Strategy Group.

This arrangement is in accordance with good practice, as prescribed in the CIPFA Statement on the Role of the Chief Financial Officer in Local Government. Officer responsibilities are set out in SPT's Scheme of Delegated Functions and Financial Regulations which confirm that the Assistant Chief Executive (Business Support) shall be responsible for the financial affairs of the Partnership and act as adviser to the Partnership and all committees.

## System of Internal Financial Control

This section of the Annual Governance Statement relates to the system of internal financial control of SPT. It incorporates a level of assurance on the systems of internal financial control.

This statement applies to the 2017/18 annual accounts for SPT. We acknowledge our responsibility for ensuring that an effective system of internal control is maintained and operated in connection with the resources concerned.

The system of internal financial control is based on a framework of regulations, policies, processes, administrative and authorisation procedures and controls, management supervision and a system of delegated authority and accountability.

**Development and maintenance of the system is undertaken by officers of SPT. Key elements include:**

- comprehensive capital and revenue budgeting systems integrated with service planning;
- a regime for regular reporting to the Partnership and committees of periodic and annual reports which highlight financial performance against forecast;
- setting targets to measure financial and other performance;
- performance management information;
- project management disciplines; and
- guidance relating to financial processes, procedures and regulations.

Internal Audit is 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.

The Audit and Assurance function provides Internal Audit services to the Partnership in conformance with the Public Sector Internal Audit Standards (PSIAS). All engagements are completed in conformance with these standards and the Internal Audit Charter. The Audit and Assurance team completed an annual programme of work approved by the Audit and Standards committee based on a risk-based internal audit plan. The plan was reviewed throughout the year to reflect evolving risks and changes within the organisation.

Internal Audit reports identifying areas for improvement and/or non-compliance with expected controls are brought to the attention of management and include appropriate recommendations and action plans. It is management's responsibility to ensure that proper consideration is given to Internal Audit reports and that appropriate action is taken on recommendations. Reports are subsequently monitored by the section 95 officer, the Strategy Group and the Audit and Standards committee.

The effectiveness of internal financial controls is informed by officers throughout SPT and the Audit and Standards committee (as the scrutiny committee) and by the work of internal and external audit. It is SPT's view that the systems for internal control were effective during 2017/18 with no identified material weaknesses, and will be improved through implementation of the recommended actions from internal and external audit reports, and continuous corporate business planning.

It should be noted that the system of internal financial control can provide only reasonable and not absolute assurance that all transactions are properly assessed or that errors have been prevented, and as such SPT is continually seeking to improve the effectiveness of its system of internal financial control.

SPT is committed to ensuring that governance and internal financial control arrangements are robust, proportionate, and in line with good practice. SPT has established a culture of continuous improvement, and is thorough in addressing issues that emerge either through self-assessment, business improvement processes or as part of the external scrutiny process.



**Valerie Davidson**

Secretary / Treasurer

28 September 2018

# Accounting Policies

## General Principles

The annual accounts for the year ended 31 March 2018 have been compiled on the basis of recommendations made by the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) and have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the Code). The Code is based on International Financial Reporting Standards (IFRS) with interpretation appropriate to the public sector. The statements are designed to give a 'true and fair view' of the financial performance and position of SCTS for 2017/18.

The accounting concepts of 'materiality', 'accruals', 'going concern' and 'primacy of legislative requirements' have been considered in the application of accounting policies. In this regard the materiality concept means that information is included where the information is of such significance as to justify its inclusion. The accruals concept requires the non-cash effects of transactions to be included in the financial statement for the year in which they occur, not in the period in which the cash is paid or received. The going concern concept assumes that SCTS will not significantly curtail the scale of its operation. Wherever accounting principles and legislative requirements are in conflict the latter shall apply.

The accounting convention adopted in the annual accounts is principally historical cost.

### 1. Basis of Preparation

The accruals concept requires the non-cash effects of transactions to be reflected in the annual accounts for the accounting period in which those effects are experienced and not in the period in which any cash is received or paid.

#### • Revenue income and debtors

All transactions relating to the period to 31 March 2018 have been matched and accounted for in the period to which they relate. Government grants and other contributions are accounted for on an accruals basis and are recognised as income when the conditions of entitlement have been satisfied and there is reasonable assurance that the monies will be received.

#### • Revenue expenditure and creditors

Sundry creditors are accrued on the basis of payments made following 31 March 2018 relating to goods or services received in the year together with specific accruals in respect of further material items.

### 2. Amounts Due to Operators

Amounts due to operators are based on actual claims processed. Where claims have not been received the liability is estimated based on the historic level of payments and known passenger trends. Outstanding additional cost claims have been included at the cost shown in the operators claims or if under negotiation at the latest negotiated figure. The operators claim includes compensation to operators for lost fares as permitted under the current Strathclyde Concessionary Travel Scheme.

### 3. Corporate Costs

Strathclyde Partnership for Transport provides the administrative support to the Scheme and also meets certain costs attributable solely to the administration of the Scheme.

The recharge includes:

- employees who are involved full time in administering the National Entitlement Card and the local scheme, including employer on-costs such as National Insurance and employer pension contributions;
- general support staff who are charged on the basis of estimated time spent on the Scheme's activities, including employer on-costs; and
- an allowance for the Partnership overheads. These overheads are allocated based on staff numbers and include property costs, printing and stationery, supplies and services and audit costs charged to the Partnership.



#### 4. Retirement Benefits

In accordance with IAS19, SCTS is required to disclose certain information concerning assets, liabilities, income and expenditure relating to pension schemes for its employees.

As SCTS does not have any direct employees, the standard does not apply and accounting requirements are contained with the annual accounts of Strathclyde Partnership for Transport.

#### 5. Investments

Temporary surplus cash balances are invested with UK banks. An investment return is earned on these investments and is shown in the Comprehensive Income and Expenditure Statement as interest received.

#### 6. Bank Balances

Bank balances are included in the balance sheet at the closing balance in the SCTS ledger.

#### 7. Cash and Cash Equivalents

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

#### 8. Value Added Tax (VAT)

Income and expenditure excludes any amounts related to VAT, as all VAT collected is payable to HM Revenue & Customs and all VAT paid is recoverable from them i.e. VAT has a neutral impact on SCTS's income and expenditure.

#### 9. Usable Reserves

Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus/Deficit on the Provision of Services in the CIES. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement.

The General Fund Balance represents cash funds that are available to SCTS.

#### 10. Related Party Transactions

Related party transactions are identified, considered and disclosed in line with the requirements of International Accounting Standard 24 - Related Party Disclosures (IAS 24).

#### 11. Financial Instruments

Loans and Receivables and Loans Payable are carried at amortised cost on the Balance Sheet. Available-for sale investments are carried at fair value based on quoted market price.

The interest receivable or payable that is recognised within Financing and Investment Income and Expenditure is based on the effective interest rate chargeable to the carrying amount.

#### 12. Accounting Standards Issued Not Adopted

There are no accounting standards that have been issued, but not yet adopted that will have a material impact on the accounts.



# Comprehensive Income and Expenditure Statement for the year ended 31 March 2018

2016/17			2017/18			
Gross Expenditure £000	Gross Income £000	Net Expenditure of Continuing Operations £000		Gross Expenditure £000	Gross Income £000	Net Expenditure of Continuing Operations £000
3,956	0	3,956	Payments to Operators	4,035	0	4,035
300	0	300	Corporate Costs (note 1)	284	0	284
<b>4,256</b>	<b>0</b>	<b>4,256</b>	<b>Cost Of Services</b>	<b>4,319</b>	<b>0</b>	<b>4,319</b>
		(21)	Financing and Investment Income and Expenditure (note 2)			(15)
		(4,258)	Taxation and Non-Specific Grant Income (note 3)			(4,173)
		<b>(23)</b>	<b>(Surplus)/Deficit on Provision of Services</b>			<b>131</b>
		0	Other Comprehensive Income and Expenditure			0
		<b>(23)</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>131</b>

An Expenditure and Funding Analysis note has not been produced for SCTS as the note would simply mirror the Income and Expenditure Statement details above.

# Balance Sheet as at 31 March 2018

31 March 2017 £000		Note	31 March 2018 £000
2,002	Short Term Investments	8	2,014
720	Cash and Cash Equivalents	7	452
1	Short Term Debtors	9	1
<b>2,723</b>	<b>Current Assets</b>		<b>2,467</b>
(1,033)	Short Term Creditors	10	(908)
<b>(1,033)</b>	<b>Current Liabilities</b>		<b>(908)</b>
<b>1,690</b>	<b>Net Assets</b>		<b>1,559</b>
(1,690)	Usable Reserves	4	(1,559)
<b>(1,690)</b>	<b>Total Reserves</b>		<b>(1,559)</b>

The unaudited accounts were issued on 08 June 2018 and the audited accounts were authorised for issue on 28 September 2018.

**Signed on behalf of the Joint Committee:**



**Valerie Davidson**  
Secretary / Treasurer  
28 September 2018

# Cash Flow Statement for the year ended 31 March 2018

2016/17 £000		2017/18 £000
(23)	Net (surplus)/deficit on the provision of services	131
(555)	Adjustments to net surplus or deficit on the provision of services for non cash movements (note 5)	125
21	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	15
<hr/>		
(557)	Net cash flows from Operating Activities	271
981	Investing Activities (note 6)	(3)
<hr/>		
<b>424</b>	<b>Net decrease in cash and cash equivalents</b>	<b>268</b>
<hr/>		
1,144	Cash and cash equivalents at the beginning of the reporting period	720
<b>720</b>	<b>Cash and cash equivalents at the end of the reporting period (note 7)</b>	<b>452</b>
<hr/>		
<b>424</b>		<b>268</b>
<hr/>		

# Movement in Reserves Statement

## Current year

	<b>General Fund Balance £000</b>
<b>Balance at 31 March 2017</b>	<b>(1,690)</b>
<b>Movement in reserves during 2017/18</b>	
Total Comprehensive Income and Expenditure	131
<b>(Increase) / Decrease in 2017/18</b>	<b>131</b>
<b>Balance at 31 March 2018 carried forward</b>	<b>(1,559)</b>

## Comparative figures for year ended 31 March 2017

	<b>General Fund Balance £000</b>
<b>Balance at 31 March 2016</b>	<b>(1,667)</b>
<b>Movement in reserves during 2016/17</b>	
Total Comprehensive Income and Expenditure	(23)
<b>(Increase) / Decrease in 2016/17</b>	<b>(23)</b>
<b>Balance at 31 March 2017 carried forward</b>	<b>(1,690)</b>

# Notes to the Financial Statements

## 1. Comprehensive Income and Expenditure Statement - Corporate Costs

2016/17 £000		2017/18 £000
176	Staff costs	156
5	Auditor's Remuneration	5
0	Members Allowances and Expenses	0
74	Other Costs	64
45	Postage Costs	59
<b>300</b>	<b>Total</b>	<b>284</b>

The average number of full time SPT staff dealing with the administration of the Scheme was 7 (2016/17: 8), including the issue of the national entitlement card.

## 2. Comprehensive Income and Expenditure Statement - Financing and Investment Income and Expenditure

2016/17 £000		2017/18 £000
(21)	Interest receivable and similar income	(15)
<b>(21)</b>	<b>Total</b>	<b>(15)</b>

### 3. Comprehensive Income and Expenditure Statement - Taxation and Non Specific Grant Incomes

The Scheme is funded by contributions received from the local authorities within the area served by the Scheme and from a draw on reserves. The funding is set as part of the budget process and takes account of expected participation, changes in fares and the level of reserves.

The funding received or due from local authorities is set out in the table below:

2016/17 £000		2017/18 £000
(176)	Argyll & Bute Council	(173)
(242)	East Ayrshire Council	(237)
(219)	East Dunbartonshire Council	(215)
(178)	East Renfrewshire Council	(174)
(1,052)	Glasgow City Council	(1,031)
(171)	Inverclyde Council	(168)
(283)	North Ayrshire Council	(277)
(575)	North Lanarkshire Council	(563)
(333)	Renfrewshire Council	(327)
(264)	South Ayrshire Council	(259)
(586)	South Lanarkshire Council	(574)
(179)	West Dunbartonshire Council	(175)
<b>(4,258)</b>	<b>Total</b>	<b>(4,173)</b>

### 4. Balance Sheet – Usable Reserves

Movements in SCTS's usable reserves are detailed in the Movement in Reserves Statement.

### 5. Cash Flow Statement – Non Cash Movements

2016/17 £000		2017/18 £000
0	(Decrease) / increase in debtors	0
(555)	(Increase) / decrease in creditors	125
<b>(555)</b>	<b>Net cash inflow from revenue activities</b>	<b>125</b>

## 6. Cash Flow Statement – Investing Activities

2016/17 £000		2017/18 £000
1,002	Purchase of short-term investments	12
(21)	Interest Received (note 2)	(15)
<b>981</b>	<b>Net cash flows from investing activities</b>	<b>(3)</b>

## 7. Cash Flow Statement – Cash and Cash Equivalents

2016/17 £000		2017/18 £000
720	Bank current accounts	452
<b>720</b>	<b>Total cash and cash equivalents</b>	<b>452</b>

## 8. Short Term Investments

As at 31 March 2018, the Scheme had short-term investments of £2.014 million (2016/17: £2.002 million).

## 9. Short Term Debtors

As at 31 March 2018, the Scheme had debtors of £0.001 million (2016/17: £0.001 million). This is in respect of bank interest outstanding and amounts due from Strathclyde Partnership for Transport.

## 10. Short Term Creditors

2016/17 £000		2017/18 £000
631	Bodies external to general government	756
69	Other local authorities	2
333	Amounts due to SPT	150
<b>1,033</b>	<b>Total</b>	<b>908</b>

## 11. External Audit Costs

SCTS has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections and to non-audit services provided by SCTS's external auditor.

2016/17 £000		2017/18 £000
5	Fees payable with regard to external audit services carried out by the appointed auditor for the year	5
0	Fees payable for additional services	0
<u>5</u>	<b>Total cash and cash equivalents</b>	<u>5</u>

## 12. Related Parties

SCTS is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence SCTS. Disclosure of these transactions allows readers to assess the extent to which SCTS 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.

### Members and the 12 Local Authorities in Strathclyde

Nominated members from each of the 12 Local Authorities in Strathclyde have direct control over SCTS's financial and operating policies.

During 2017/18 the 12 Local Authorities in Strathclyde provided funding totalling £4.173 million (2016/17: £4.258 million) in the form of requisition.

There is a balance of £0.002 million (2016/17: £0.069 million) within Short Term Creditors (note 10), which relates to outstanding ferry payments to Argyll and Bute Council.

### Strathclyde Partnership for Transport (SPT)

SPT provides SCTS with administrative and overhead support, as well as sharing a number of the same board members. In addition, SPT receives a reimbursement from SCTS for concessionary travel usage on the Subway.

During 2017/18 SPT charged £0.279 million (2016/17: £0.295 million) to SCTS for the provision of administrative services. SCTS reimbursed SPT £0.237 million (2016/17: £0.244 million) for concessionary travel journeys made on the Subway.

There is a balance of £0.150 million (2016/17: £0.333 million) within Short Term Creditors (note 10) which relates to the administration charge owed to SPT and outstanding concessionary travel payments for the Subway.



### 13. Financial Instruments

SCTS is debt free and therefore currently has no debt related financial instruments disclosure requirements and the following disclosure covers all areas relevant to SCTS's activities.

#### Financial Instruments Gains / Losses / Expenses charged during 2017/18 (at amortised cost)

The gain incurred by SCTS in 2017/18 was an interest gain of £0.015 million. There was no expense as SCTS is debt free at present.

#### Nature and extent of risks arising from financial instruments

Treasury Management for SCTS is carried out by SPT who has fully adopted CIPFA's Code of Treasury Management Practices and has specific written risk management policies and procedures.

#### Credit Risk

Credit risk arises from temporary deposits placed with banks and financial institutions, as well as credit exposure to SCTS's customers. SCTS through SPT maintain a formally approved counterparty list for these deposits, and investments are restricted to a prudent maximum amount for each financial institution.

The following analysis summarises SCTS's potential maximum exposure to credit risk, based on experience of default assessed by the credit rating agency.

Amount as at 31 March 2017 £000		Amount as at 31 March 2018 £000	Historical Experience of Non-payment Adjusted for Market Conditions %	Estimated Maximum Exposure to Default and Uncollectability £000
2,722	Deposits with banks and other financial institutions	2,466	0	0
0	Customers	0	0	0
<b>2,722</b>	<b>Total</b>	<b>2,466</b>		<b>0</b>

SCTS held no bank overdraft facility as at 31 March 2018. Creditors amounted to £0.908 million.

The requirement that current liabilities are to be recognised even if refinanced post balance sheet, or if the original life deems the liability to be long term, has been complied with.

#### Market Risk

Movements in market interest rates expose SCTS to risk due to uncertainty in the interest receivable on investments. Higher interest rates would increase income received on variable rate lending, which would impact on the CIES.

SCTS's strategy for managing interest rate risk is covered in SPT's Treasury Management Strategy. Taking cognisance of interest rate forecasts during the year, fixed rate investments may be taken for longer periods to secure better long term returns.

### 13. Financial Instruments (continued)

According to these investment strategies, as at 31 March 2018, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

31 March 2017 £000	Estimated Financial Effect	31 March 2018 £000
(31)	Increase in interest receivable on variable rate investments	(29)
<b>(31)</b>	<b>Net theoretical impact on I&amp;E Account</b>	<b>(29)</b>

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

SCTS has no exposure to any price risk as a result of equity share investments, or to any foreign exchange rate movements.

Further to the disclosures made in the preceding comments, a number of potential disclosures relating to Financial Instruments do not apply to SCTS for this financial year due to the limited complexity and profile of loans (none) and investments included in SCTS's annual accounts. These are summarised below:

- No reclassification of assets carrying value between fair value and amortised cost was made;
- No transfer of financial assets were made;
- No carrying value, or fair value of collateral was held;
- No credit losses on financial assets occurred;
- No defaults on loans payable occurred;
- No gain or loss on financial assets or liabilities at fair value were recorded in the CIES;
- There was no gain on loans and receivables;
- There was no gain or loss on financial liabilities at amortised cost;
- There was no gain or loss arising from impairment on any class of financial asset;
- SPT did not directly apply a fair value determination of financial instruments
- No carrying amount was estimated for short term receivables and payables;
- No offsetting of financial assets and liabilities occurred;

- There were no breaches of long term loan agreements that would have resulted in payment due in less than one year now being treated as current; and
- No current liabilities were rolled forward to a term longer than 12 months and treated as long term.

### 14. Events after the Balance Sheet Date

The annual accounts were authorised for issue by the Treasurer on 28 September 2018. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2018, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

### 15. Remuneration Report

The Local Authority Accounts (Scotland) Regulations 2014 and the Code require a remuneration report to be produced and included within the annual accounts. As SCTS has no employees and no allowances or expenses have been paid to any councillor there is nothing to report and therefore a Remuneration Report has not been included within the annual accounts.

# Independent auditor's report to the members of Strathclyde Concessionary Travel Scheme Joint Committee and the Accounts Commission

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

## Report on the audit of the financial statements

### Opinion on financial statements

We certify that we have audited the financial statements in the annual accounts of Strathclyde Concessionary Travel Scheme Joint Committee for the year ended 31 March 2018 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the Comprehensive Income and Expenditure Statement, Balance Sheet, Cash Flow Statement, Movement in Reserves Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 (the 2017/18 Code).

In our opinion the accompanying financial statements:

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

### Basis of opinion

We conducted our audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)). Our responsibilities under those standards are

further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the body in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern basis of accounting

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

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

### Responsibilities of the Treasurer and the Joint Committee for the financial statements

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

In preparing the financial statements, the Treasurer is responsible for assessing the body's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

The Joint Committee is responsible for overseeing the financial reporting process.

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

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

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Other information in the annual accounts

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

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

## Report on other requirements

### Opinions on matters prescribed by the Accounts Commission

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

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

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

### Matters on which we are required to report by exception

We are required by the Accounts Commission to report to you if, in our opinion:

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

We have nothing to report in respect of these matters.



**Gary Devlin**

For and on behalf of Scott-Moncrieff  
28 September 2018



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