

LANARKSHIRE VALUATION JOINT BOARD

ANNUAL ACCOUNTS 2020/2021



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Membership of the Board

Lanarkshire Valuation Joint Board (herein after referred to as ‘the Board’) is comprised of Elected Members from its two constituent local authorities. The serving Members of the Board during financial year 2020/2021 were as follows:

South Lanarkshire Council

Councillor Lynsey Hamilton (Depute Convenor)
Councillor Poppy Corbett
Councillor Peter Craig
Councillor Isobel Dorman
Councillor Geri Gray
Councillor Ann Le Blond
Councillor Jim Wardhaugh
Councillor Walter Brogan
Councillor Margaret Walker
(*substitute covering maternity leave*)

North Lanarkshire Council

Councillor Alex McVey (Convenor)
Councillor Caroline Stephen
Councillor Bob Burgess
Councillor Tom Castles
Councillor Lynne Anderson
Councillor Jim Reddin
Councillor William Shields
Councillor Annette Valentine

Chief Officers

Assessor and Electoral Registration Officer: Gary Bennett BSc MSc AEA (Cert-Scotland)
MRICS IRRV (Hons)

The following appointed office bearers of the Board are employed on a substantive basis by South Lanarkshire Council:

Clerk:

Cleland Sneddon (Chief Executive of South Lanarkshire Council)

Treasurer:

Paul Manning (Executive Director of Finance and Corporate Resources, South Lanarkshire Council)

Management Commentary 2020/21

The management commentary provides an overview of the key messages in relation to the objectives and strategy of Lanarkshire Valuation Joint Board (the Board) and its financial performance for the year ended 31 March 2021. It also provides an indication of the issues and risks that may impact upon the Board's finances in the future.

The Board was established by the Valuation Joint Boards (Scotland) Order 1995 and came into existence on 1 April 1996. It provides a range of valuation and electoral registration services to and on behalf of South Lanarkshire Council and North Lanarkshire Council (the constituent authorities), working in partnership with other Valuation Joint Boards and professional bodies throughout Scotland.

Core Purpose, Vision, Service Function and Core Objectives

The Board's Service Plan was approved at the Board meeting in March 2019 and covers the period April 2019 through to March 2022. The Plan incorporates the Board's Vision statement, which is "to deliver quality in the work which we undertake, provide efficient services to all service users, and ensure completeness and accuracy of the Electoral Registers, Valuation Rolls and the Valuation (Council Tax) Lists".

- The Plan sets out the key business areas identified for Lanarkshire Valuation Joint Board over the three-year period, with a view to ensuring that LVJB's services are delivered as effectively and efficiently as possible to service users.

Where deemed appropriate, each key business area is supported by a series of priorities and measurable key actions, against which performance is regularly reported to the Board.

Review of Performance

The Board's performance against key performance indicator (KPI) targets during 2020/21, was as follows:

- Of 2,116 new Council Tax entries added, 93% were completed within 3 months of the effective date against a target of 87%. 98% were completed within 6 months against a target of 92%.
- Of 561 alterations to the non-domestic valuation roll, 38% were completed within 3 months of the effective date against a target of 77%. 66% were completed within 6 months against a target of 92%. The three monthly and six monthly targets were not met. This is as a result of the pandemic, and in particular the valuation roll changes which resulted from the grants scheme introduced by central government which required an entry in the valuation roll before a grant payment could be made.

With regards to electoral registration, within the period 2020/2021, in addition to two by-elections held in North Lanarkshire, the principal activities centred on maintaining the completeness and accuracy of the registers. Early 2021 involved significant preparatory work for the Scottish Parliament Election, held on 6 May 2021, including dealing with the significant increase in postal voting applications received as a result of the pandemic.

The annual canvass of electors 2020 was subject to major reform with introduction of The Representation of the People (Annual Canvass) (Miscellaneous Amendments) (Scotland) Regulations 2020. Under the reformed canvass, data matching was used at the outset of the

canvass to help identify those properties where the residents are more likely to have changed. All EROs in Great Britain were required to match specified data they hold on registered electors against the Department for Work and Pensions' Customer Information System (DWP CIS) dataset. This dataset is already used in the electoral registration process to verify an applicant's identity.

Due to the lockdown restrictions and social distancing rules during the pandemic, the household visit element of the 2020 canvass was not able to go proceed, however the canvass reforms allowed for e-communications which included telephone and email contact. The canvass was concluded successfully and the registers were published on 1 December 2020.

More information on the Board's performance during 2020/2021 can be found on the Board's website at www.lanarkshire-vjb.gov.uk

Financial Performance

Revenue

The Comprehensive Income and Expenditure Statement on page 22 summarises the total costs of providing services and the income available to fund those services. The Board set a net operating expenditure budget for 2020/2021 of £4.283m to be funded by requisitions from the two constituent local authorities and the Cabinet Office. The budget was based on experience of expenditure and income levels during previous years and included a planned contribution from the Board's reserves of £0.175m. During the year, this budget was revised to include additional funding received from the Scottish Government (Electoral Registration, Postal Votes, Household Notification and Barclay Review), reduced funding from the Cabinet Office and an increase from Reserves to cover the costs of the office relocation. This gives a final budget of £5.033m.

In comparison to this revised 2020/2021 budget, the Board returned a surplus of income over expenditure of £0.180m which, compared with the budgeted deficit of £0.370m, resulted in £0.550m of an improvement in the Board's position. This surplus excludes the accounting adjustments relating to pensions and short-term accumulating absences.

The Table overleaf compares the revised budget of the Board at the 31 March 2021. The difference between the net expenditure figure overleaf and that reported in the Comprehensive Income and Expenditure Statement is due to the accounting adjustments, which are analysed in the Expenditure and Funding Analysis on page 21.

Lanarkshire Valuation Joint Board Revenue Budget 2020/2021

	Budget	Actual	Variance
	£000	£000	£000
Employee Costs	3,470	2,711	759
Property Costs	384	381	3
Supplies and Services	87	122	(35)
Transport and Plant	0	0	0
Administration Costs	871	848	23
Payments to Other Bodies	33	28	5
Financing Charges	195	202	(7)
Total Expenditure	5,040	4,292	748
Income	(7)	(18)	11
Net Expenditure	5,033	4,274	759
Funded by:			
Requisition Income	(4,612)	(4,403)	(209)
Government Funding (Cabinet Office and Scottish Government Grant)	(51)	(51)	0
Total	(4,663)	(4,454)	(209)
(Surplus) / Deficit for the Financial Year	370	(180)	550

The main underspend was in respect of employee costs. This reflects a combination of the turnover of staff and the current level of spend in relation to the implementation of the Barclay recommendations. Recruitment is ongoing for posts made vacant through staff turnover, and posts required to undertake the workload associated with the Barclay Review.

Balance Sheet

The Board's Balance Sheet as at 31 March 2021 reported net liabilities of £1.017m compared with net liabilities of £0.205m as at 31 March 2020, a movement of £0.812m during the year. This is mainly due to a £1.082m increase in the Board's pension fund liability which is calculated by independent actuaries as part of the Strathclyde Pension Fund.

Adding the surplus on the Balance Sheet as at 31 March 2021 (£0.180m) to the Board's General Reserve carried forward from 2019/2020 (£0.947m), gives the Board a closing General Reserve position of £1.127m at the end of 2020/21. This is shown in the Expenditure and Funding Analysis on page 21 and the Movement in Reserves Statement on page 24.

Pension Fund

The disclosure requirements for pension benefits under International Accounting Standard 19 are detailed at Note 14. The appointed actuary assessed the Board's share of Strathclyde Pension Fund as a net liability of £2.200m as at 31 March 2021, compared with a net liability of £1.118m as at 31 March 2020. Changes in the assumptions used by the actuary when calculating the liability, including financial and demographic assumptions, resulted in a reduction in the liability, however these were partially offset by service costs and a negative return on assets. The net effect was an increase to the overall pension liability. The Pension Liability shown is the result of the accounting legislation and standards and reflects the cost to the Board if all staff retired as at 31 March 2021.

Whilst indicative of a broad position in terms of a pension liability, the reader should be aware of a range of factors, inherent in the figure, before drawing conclusions on such a significant number in the Board's Financial Statements. The Board is meeting pension contributions on an annual basis. Note 14: Defined Benefit Pension Schemes on page 36 provides more details on pensions including the factors affecting the pension liability such as assumptions about mortality, salary inflation, pension inflation and discount rates.

The Board's actuary has confirmed that the IAS19 Balance Sheet is based on financial market values and future market expectation indicators as at 31 March 2021 to comply with the standard. The financial markets at the accounting date will have taken into account COVID19 risks as one of many national and worldwide economic considerations.

Provisions, contingencies and write-offs

The Board is not aware of any eventualities which may have a material effect on its financial position and has therefore made no provision for such eventualities. Contingent assets and liabilities are disclosed as a note to the financial statements. No debts were written off during the financial year.

Service changes and future developments.

The Board approved LVJB's Service Plan at its meeting of March 2019. An update on the service plan is provided annually to the Board. Future developments are anticipated in the following service areas:

Electoral registration

Following the Scottish Parliament Election, preparatory work will again commence for the annual canvass of electors. It is unclear whether the door to door element of the canvass will be undertaken given the on-going uncertainties with the pandemic. Principal work in connection with electoral registration will continue to centre on maintaining the electoral registers. It is also expected that a number of by-elections will take place within the period 2021/22.

Valuation

Preparatory work associated with implementing the Non-Domestic Rates (Scotland) Act 2020, which came into force on 11 March 2020, will continue into the period 2021/22. The disposal of outstanding appeals, both the remaining 2017 non domestic revaluation appeals and the voluminous levels of appeals received as a result of the coronavirus pandemic, will require significant resource allocation, particularly if statutory disposal timescales (31 December 2021 for 2017 revaluation appeals and running roll appeals received before 31 March 2020) are not revised. The Scottish Assessors Association remain in dialogue with ratepayers' representatives and the Scottish Government in this regard.

The impact of the coronavirus on the ability to undertake site visits will continue to present particular challenges in respect of making changes to the valuation roll and valuation list. New working practices have been introduced, such as encouraging the provision of digital photographs, to reduce the requirement to carry out site visits. This has worked particularly well in respect of making changes to the valuation list for council tax, whereby targets were met in respect of adding new dwellings to the list.

Financial Outlook

Most economic commentators forecast that pressures on public finances will continue for the foreseeable future. The Board recognises the impact of this difficult financial

climate on its constituent authorities and as a consequence it continues to seek to generate efficiencies where possible. A three-year Financial Budget Strategy for 2020/21 to 2021/22 was approved by the Board at its meeting in March 2018. An extension to the Strategy was approved by the Board in June 2019 to include the years to 2023/24. The Financial Strategy assists in managing a number of key risks which directly impact on the funding available to deliver the Board's objectives. It also identifies a future strategy in respect of financial reserves. The Board's Strategy is revised annually with consideration given to any changes in the financial horizon, which will be presented to the Board.

Consequently, the Assessor and Electoral Registration Officer will look to continue to implement efficiency savings in future, although with a significant number of statutory duties to be met, the continual reduction of resources could have an adverse impact on performance and service delivery.

Risks and Uncertainties

The Board noted the Risk Register Update 2021 at its meeting in March 2021. The main risks highlighted are: the inability to deal with the increase in non-domestic appeals activity; failure to deliver electoral registers and data exports in time for elections; the inability to process registration applications due to voluminous levels received in the run up to an election; and the inability to process voluminous postal vote applications in connection with, in particular, the Scottish Parliamentary election scheduled for May 2021. All risks are monitored by the senior management team of the Board and reported to the Board on an annual basis.

Coronavirus Pandemic

Like all organisations, LVJB's operations were materially affected by the pandemic. The sudden closure of our offices with the requirement to work from home posed significant challenges in ensuring that statutory undertakings could be carried out. The securement of laptop computers for all staff early in the financial year 2020/21 ensured that a level of service continued to be provided across all three main business areas. The roll out of remote telephone technology prior to the annual canvass of electors was key in maintaining service throughout the canvass process. The main impact on LVJB's operations of the pandemic were, and continue to be, the ability to carry out site visits for council tax, non-domestic changes, and electoral matters. A variety of new working practices have been introduced to deal with business whilst such site visits remain suspended. LVJB's staff have embraced such new working practices and have to be commended on their flexibility and commitment during a very challenging period.

Conclusion

Given the challenges which all organisations have faced as a result of the coronavirus pandemic, operational performance, in the circumstances, continued to remain positive for the period 2020/21. Sound financial management and medium term planning has enabled the Board to successfully manage the financial challenges faced during financial year 2020/21. However, there remain a number of challenges going forward, not least the challenges posed by the worldwide coronavirus pandemic, and in particular its effect on being able to carry out site visits and the door to door visits normally undertaken each year as part of the annual canvass of electors.

We wish to acknowledge the significant efforts of all staff in contributing to the Board's operational performance, of budget managers and support staff whose financial stewardship contributed to the Board's financial position at 31 March 2021, and to everyone involved in the preparation of the Annual Accounts.



Paul Manning
Treasurer



Gary Bennett
Assessor and ER Officer



Councillor Alex McVey
Convenor

Statement of Responsibilities

This statement sets out the respective responsibilities of the Board and the Treasurer for the Annual Accounts.

The Board's Responsibilities

The Board is required to:

- make arrangements for the proper administration of its financial affairs, and to ensure that one of its officers has responsibility for the administration of those affairs. For the Board, that officer is the Executive Director of Finance and Corporate Resources for South Lanarkshire Council, designated as the Treasurer of the Board;
- 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 is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland Act 2003); and
- approve the Annual Accounts for signature

I confirm that these Annual Accounts were approved for signature by the Board at its meeting on 6 September 2021.



Councillor Alex McVey
Convenor of Lanarkshire Valuation Joint Board
6 September 2021

The Treasurer's Responsibilities

The Treasurer is responsible for the preparation of the Board's Annual Accounts which, in terms of the CIPFA / LASAAC Code of Practice on Local Authority Accounting in the United Kingdom is required to present a true and fair view of the financial position of the Board at the accounting date, and its comprehensive income and expenditure for the financial year then ended.

In preparing the Annual Accounts, the Treasurer has:

- Selected suitable accounting policies, and applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with legislation; and
- Complied with the Code of Practice on Local Authority Accounting in the United Kingdom.

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 financial statements give a true and fair view of the financial position of the Board at 31 March 2021, and its income and expenditure for the year ended 31 March 2021.



Paul Manning
Treasurer of Lanarkshire Valuation Joint Board
6 September 2021

Annual Governance Statement

This statement sets out the framework within which the Board has proper arrangements for the governance of the Board's affairs, thereby facilitating the effective exercise of its functions, ensuring that appropriate arrangements are in place for the management of risk and appropriate systems of internal control are in place. While the Board's governance arrangements have not been consolidated in a formal Code of Corporate Governance, the Annual Governance Statement has been prepared within the context of the Board's governance framework, and meets legislative requirements to include the Annual Governance Statement with the Annual Accounts. A consolidated Code of Corporate Governance was approved at the Board meeting of 4 March 2019.

Scope of Responsibility

In delivering its aims and objectives, the Board is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. The Board also has a statutory duty to make arrangements to secure best value under the Local Government in Scotland Act 2003. In discharging this responsibility, the Board's elected members and senior officers are responsible for putting in place proper arrangements for its affairs and facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

Governance Framework

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

The main features of our governance arrangements are:

- Clearly defined Standing Orders, Scheme of Delegation and Financial Regulations and Tender Procedures;
- Comprehensive business planning arrangements, setting key targets and action plans designed to achieve our corporate objectives;
- Arrangements to manage risk, including a risk management strategy and Corporate Risk Register and business continuity plans;
- Clear customer complaints procedures;
- Policies to regulate employee related matters, including the Employee Code of Conduct and Disciplinary Procedures; and
- Regular public performance monitoring

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

Development and maintenance of the system is undertaken by managers within the Board. In particular, the system includes:

- Financial management supported by Financial Regulations;
- Detailed budgeting systems;
- Regular reviews of periodic and annual financial reports which indicate financial performance against forecasts;
- Setting targets to measure performance, including financial performance;
- The preparation of regular financial reports that compare actual expenditure and income against forecasts.

South Lanarkshire Council is the administering authority. All financial transactions of the Board are processed through the financial systems of the Council and are subject to the same controls and scrutiny as those of the Council. This includes regular reviews by the Council's Internal Audit Manager.

CIPFA Financial Management Code

The Chartered Institute of Finance and Public Accountancy (CIPFA) has introduced a Financial Management Code (the FM Code). The FM Code provides "guidance for good and sustainable financial management in local authorities. By complying with the principles and standards within the code, authorities will be able to demonstrate their financial sustainability". A key goal of the FM Code is to improve the financial resilience of organisations by embedding enhanced standards of financial management.

The Board has reviewed the principles of the FM Code as part of its internal governance regime. A self-assessment was carried out during the shadow implementation year (2020/2021) which identified that the Board where appropriate had fully embedded all but 1 of the principles of the Code in its normal business by the end of that year. For the remaining principle which is not fully embedded, an action plan has been developed, to ensure full compliance by the end of the first full year of implementation (2021/2022). The action plan is summarised in the bullets below and will be complete by end March 2022.

- A statement re the adequacy of reserves will be included in the 2022/2023 budget strategy paper

Review of Effectiveness

The Board purchases an internal audit service from South Lanarkshire Council, through a Service Level Agreement. The role of Internal Audit is to provide an independent audit opinion on the adequacy and effectiveness of the Board's governance, risk management and internal control systems based on audit work undertaken in the year.

The internal audit service provided to the Board operates in accordance with the Public Sector Internal Audit Standards (revised 2017). A rolling programme of audits are undertaken on an annual basis targeted at the areas of greatest risk.

The Internal Audit Manager provides an annual report to the Board and an audit opinion on the adequacy and effectiveness of the Board's governance, risk management and internal control systems based on audit work undertaken in the year. The annual report for 2020/2021 was presented to the Board on 7 June 2021. The Internal Audit Manager's annual assurance statement concluded that a reasonable level of assurance can be placed on the adequacy and effectiveness of the Board's framework of governance, risk management and control arrangements for the year ended 31 March 2021.

Statement on the Role of the Chief Financial Officer

CIPFA published the statement on the role of the Chief Financial Officer in 2010 and under the Code, the Board is required to state whether it complies with the statement, and if not, to explain how their governance arrangements deliver the same impact.

The Board's financial management arrangements comply with the principles set out in CIPFA's statement on the Role of the Chief Financial Officer.

Continuous Improvement

As part of the annual audit review, recommendations are provided which not only assist management to improve their control environment, but also provide an assessment of the adequacy of existing systems and procedures, including highlighting any necessary improvements to maintain and improve the Board's governance arrangements going forward. The external auditor's [Annual Audit report](#) did not identify any Governance actions for implementation during 2020/2021.

Coronavirus Pandemic

LVJB's Business Continuity/Emergency Planning (BC/EP) team have met frequently during the Coronavirus pandemic which affected the Board during 2020/21. The BC/EP meetings focused on, amongst other things, the welfare of staff, and continued homeworking in order that statutory undertakings could continue to be carried out where possible. Arrangements were put in place to deal with all correspondence, both electronic and by post, and for LVJB staff to have access to IT systems. A variety of new working practices have been introduced to deal with business whilst site visits for council tax, non-domestic changes and electoral matters are suspended.

Accordingly, the arrangements allowed for the following;

- The electoral registers to be maintained and monthly updates produced as normal. Invitation to Register forms to be issued as appropriate, although there is a current halt on any door to door visits.
- The Valuation List for Council Tax to be maintained, including any band increases as a result of dwellings being materially altered and then subsequently sold where information exists which allows such changes to be made without the need to undertake site visits. Proposals and appeals continue to be dealt with where possible.
- The Valuation Roll for non domestic rating to be maintained, however activity in this area is minimal. Appeals continue to be dealt with where possible. Staff are dealing with an upsurge in correspondence in relation to Valuation Roll entries, in particular in respect of the new grant legislation put in place by the government. Additionally, approximately 7,750 appeals have been received against valuation roll entries as a result of the pandemic.

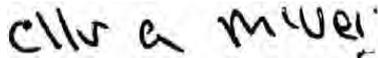
Assurance

In conclusion, there were no significant weaknesses identified in the Annual Audit Report relating to improvements requiring action in 2020/2021. Systems are in place to continually review and improve the control environment and governance arrangements operated by the Board.

The effectiveness of governance is dependent on the actions of officers of the Board and by the work of Internal and External audit. It is the Board's view that the governance arrangements were effective during financial year 2020/2021.



Gary Bennett
Assessor and Electoral Registration Officer
Lanarkshire Valuation Joint Board
6 September 2021



Councillor Alex McVey
Convenor of Lanarkshire Valuation Joint Board
6 September 2021

Remuneration Report

The remuneration report provides details of the Board's remuneration policy for senior Board members and senior employees.

Introduction

The Remuneration Report has been prepared in accordance with the Local Authority Accounts (Scotland) Regulations 1985 (as amended by the Local Authority Accounts (Scotland) Regulations 2014). These Regulations require various disclosures about the remuneration and pension benefits of senior Board members and senior employees.

All information disclosed in tables 1 – 3 and 5 and 6 in this Remuneration Report and details of exit packages have been audited by Audit Scotland. The other sections of the Remuneration Report have been reviewed by Audit Scotland to ensure that they are consistent with the financial statements.

Senior Employees

The remuneration of senior employees is set by reference to national arrangements. The Scottish Joint Negotiating Committee (SJNC) for Local Authority Services sets the salaries for the Chief Officers of Scottish local authorities. Circular CO/150 sets the amount of salary for Chief Officers for the period 1 April 2018 to 31 March 2021.

Senior Councillors

The Convenor and Depute Convenor of the Lanarkshire Valuation Joint Board are remunerated by the Council of which they are a council member, as shown in Table 3.

The remuneration of councillors is regulated by the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 (SSI No. 2007/183) as amended most recently by the Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2020 (SSI 2020/26). The Regulations provide for the grading of Councillors for the purposes of remuneration arrangements, as either the Leader of the Council, the Provost, Senior Councillors or Councillors. These regulations also set out the amounts a councillor may be paid for being a Convenor or Depute Convenor of a Joint Board. This is inclusive of any amount payable to them as either a Councillor or Senior Councillor.

The Board has an arrangement with each Council who remunerates the Convenor and Depute Convenor/s to reimburse the Council for the additional costs of that councillor arising from them being a Convenor or Depute Convenor of the Board. The disclosures made in this report are limited to the amounts paid to the Council by the Board for remuneration and does not reflect the full value of the remuneration that may be paid to the councillor.

Trade Unions (Facility Time Publication Requirements) Regulations 2017

In addition to the regulations governing senior employees and councillors, the Trade Union (Facility Time Publication Requirements) Regulations 2017, which applied from 1 April 2017, require public sector employers to collect and publish a range of information on trade union facility time in respect of their employees who are Trade Union Representatives. This information is available on the Board's website.

There are no employees within the Board who are Trade Union Representatives, as noted on the Board's website.

General Pay Bands for Senior Employees

The number of officers who received remuneration (excluding pension contributions) in excess of £50,000 for the financial year is shown in Table 1 below:

Table 1 - General Pay Band Disclosure for Senior Employees

Annual Remuneration	Number of Employees	Number of Employees
£	2020/21	2019/20
50,000 – 54,999	2	2
55,000 – 59,999	0	0
60,000 – 64,999	2	2
65,000 – 69,999	0	1
70,000 – 74,999	2	1
75,000 – 114,999 (Note 1)	0	0
115,000 – 119,999	1	1

Note 1: These are merged pay bands covering more than £5,000 due to the fact that no employees fell into these bands in either financial year.

Disclosure of Remuneration

Table 2 and 3 below provides details of the remuneration paid to the Board's senior employees, Convenor and Depute Convenor. Comparative figures for 2019/2020 have been shown.

Table 2 – Senior Employees

Name / Post	Salary / Fees	Taxable Expenses	Compensation for Loss of Office	Any other Remuneration	2020/21 Total	2019/20 Total
G Bennett Assessor and Electoral Registration Officer	£118,976	£60	-	-	£119,036	£115,128
J Neason Assistant Assessor and Electoral Registration Officer	£72,449	-	-	-	£72,449	£70,247
R Pacitti Assistant Assessor and Electoral Registration Officer	£72,449	-	-	-	£72,449	£68,384
Total	£263,874	£60	-	-	£263,934	£253,759

The senior employees included in Table 2 include any Board employee:

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

Table 3 – Convenors and Depute-Convenors

Name / Post	Salary / Fees	Taxable Expenses	Compensation for Loss of Office	Any other Remuneration	2020/21 Total	2019/20 Total
A McVey Convenor	£4,468	-	-	-	£4,468	£4,188
L Hamilton Depute Convenor	£3,796	-	-	-	£3,796	£3,267
Total	£8,264	-	-	-	£8,264	£7,455

Pension Rights

Pension benefits for councillors and Lanarkshire Valuation Joint Board (LVJB) employees are provided through the Local Government Pension Scheme (LGPS).

LVJB employees had a final salary pension scheme prior to 1 April 2015. This means that pension benefits are based on the final year's pay and the number of years that person has been a member of the scheme. As of 1 April 2015, LVJB employees are now part of a defined benefit pension scheme worked out on a career average basis. Benefits built up are calculated using pensionable pay each scheme year, rather than final salary. All benefits built up prior to this date are protected.

From 1 April 2009, a five-tier contribution system was introduced with contributions from scheme members based on how much pay falls into each tier. This is designed to give more equality between the costs and benefits of scheme membership. Under The Local Government Pension Scheme (Scotland) Regulations 2014, the earnings ranges used to determine annual contribution rates are to be increased each year by any increase applied to pensions under the Pensions (Increase) Act 1971. In accordance with this the salary bands for 2019/2020 were updated by the Consumer Price Index (CPI) increase for 2020/2021.

The member contribution rates and tiers for 2020/2021 are shown overleaf along with those that applied in 2019/2020:

Table 4 – Pension Contribution Rates

Pensionable Pay	Contribution rate 2020/21	Pensionable Pay	Contribution Rate 2019/20
On earnings up to an including £22,200	5.50%	On earnings up to an including £21,800	5.50%
On earnings above £22,200 and up to £27,100	7.25%	On earnings above £21,800 and up to £26,700	7.25%
On earnings above £27,100 and up to £37,200	8.50%	On earnings above £26,700 and up to £36,600	8.50%
On earnings above £37,200 and up to £49,600	9.50%	On earnings above £36,600 and up to £48,800	9.50%
On earnings above £49,600	12.0%	On earnings above £48,800	12.0%

From April 2015, if a person works part-time their contribution is based on their part-time pay. Prior to this, if a person worked part-time, their contribution rate was 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 lump sum up to the limit set by the Finance Act 2004.

From 1 April 2015, benefits are calculated on the basis of a revalued annual pension built up of 1/49th of pensionable pay each year, plus inflation to keep up with the cost of living. Prior to this date, 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 benefits has been calculated without exercising any option to commute pension entitlement into a lump sum and without any adjustment for the effects of future inflation.

In those cases where members have transferred pension entitlements from previous employments, the pension figures shown relate to the benefits that the person has accrued as a consequence of their total local government service, and not just their current appointment. It also reflects both employer and employee contributions.

The Pension entitlement of Senior Employees for the year to 31 March 2021 are shown in the table overleaf, together with the contribution made by the Board to each senior employees' pension during the year. The accrued pension benefit reflects both the employer and employee contributions.

Table 5 – Pension Benefits: Senior Employees

Name / Post		Accrued Pension Benefits March 2021	Movement in accrued pension benefits since 31 March 2020	Pension Contribution made by Board 2020/21	Pension Contribution made by Board 2019/20
G Bennett Assessor and Electoral Registration Officer	Pension Lump Sum	£62,541 £108,649	£4,031 £3,165	£22,962	£22,220
J Neason Assistant Assessor and Electoral Registration Officer	Pension Lump Sum	£40,199 £72,811	£2,515 £2,128	£13,983	£13,528
R Pacitti Assistant Assessor and Electoral Registration Officer	Pension Lump Sum	£36,149 £65,829	£3,254 £3,797	£13,983	£13,127
Total				£50,928	£48,875

Table 6 – Pension Benefits: Convenors and Depute Convenors

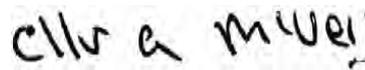
Name / Post	Pension Contribution made by Board 2020/21	Pension Contribution made by Board 2019/20
L Hamilton Depute Convenor	£644	£630

Exit Packages

There were no exit packages agreed or paid for financial years 2020/2021 or 2019/2020.



Gary Bennett
Assessor and ER Officer
6 September 2021



Councillor Alex McVey
Convenor
6 September 2021

Expenditure and Funding Analysis

The Expenditure and Funding Analysis shows the expenditure and income figures reported to Lanarkshire Valuation Joint Board and, through a single adjustments column, reconciles it to the accounting figures presented in the Comprehensive Income and Expenditure Statement.

Expenditure and Funding Analysis 2020/2021

	2019/2020				2020/2021	
Net Exp. Chargeable to GF	Adjustment between Funding and Accounting Basis (note 5)	Net Exp. in CIES		Net Exp. Chargeable to GF	Adjustment between Funding and Accounting Basis (note 5)	Net Exp. in CIES
Column 1	Column 2	Column 3		Column 5	Column 6	Column 7
£000	£000	£000		£000	£000	£000
2,639	236	2,875	Employee Costs	2,711	400	3,111
323		323	Property Costs	381		381
172		172	Supplies and Services	122		122
1		1	Transport and Plant	0		0
807	17	824	Administration Costs	848	16	864
32		32	Payments to Other Bodies	28		28
11	2	13	Financing Charges	202	(175)	27
3,985	255	4,240	Total Expenditure	4,292	241	4,533
(4,508)	-	(4,508)	Income	(4,472)	-	(4,472)
(523)	255	(268)	Net Cost of Services	(180)	241	61
-	87	87	Financing and Investment Income and Expenditure	0	30	30
(523)	342	(181)	(Surplus) or Deficit	(180)	271	91

2019/20		2020/21
General Fund		General Fund
£000		£000
(424)	Opening General Fund Balance	(947)
(523)	(Less)/plus (Surplus) or Deficit on General Fund (per column 1 and 5 of EFA)	(180)
-	Transfers To/From Reserves	-
(947)	Closing General Fund Balance	(1,127)

Comprehensive Income and Expenditure Statement for the year ended 31 March 2021

This statement shows income generated by the Board during the year and how it was spent on services and financing costs.

2019/20		2020/21	Note
Actual		Actual	
£000		£000	
2,875	Employee Costs	3,111	
323	Property Costs	381	
172	Supplies and Services	122	
1	Transport and Plant	0	
824	Administration Costs	864	
32	Payments to Other Bodies	28	
13	Financing Charges	27	
4,240	Total Expenditure	4,533	
(4,508)	Income	(4,472)	
(268)	Net Cost of Services	61	
87	Financing and Investment Income and Expenditure	30	
(181)	Deficit on the Provision of Services	91	
(2,629)	Re-measurement of the Net Defined Benefit Asset/Liability	721	14
(2,629)	Other Comprehensive Income and Expenditure	721	
(2,810)	Total Comprehensive Income and Expenditure	812	

Balance Sheet as at 31 March 2021

This statement shows the resources of the Board and means by which they were financed. It shows the values as at the Balance Sheet date of the assets and liabilities recognised by the Board.

31 March 2020			31 March 2021	Note
£000			£000	
	Non-Current Assets:			
0	Property, Plant and Equipment		177	11
2	Intangible Assets		0	12
	Total Non-Current Assets		177	
	Current Assets:			
37	Short Term Debtors	58		13
1,005	Cash and Cash Equivalents	1,427		
1,042			1,485	
	Current Liabilities:			
(131)	Short Term Creditors	(479)		14
(131)	Total Current Liabilities		(479)	
913	Total Assets less Current Liabilities		1,183	
	Long Term Liabilities			
(1,118)	Pension Liability		(2,200)	16
(205)	Total Assets less Liabilities		(1,017)	
	Financed By:			
	Unusable Reserves			
(1,118)	Pension Reserve		(2,200)	19
(36)	Accumulating Compensated Absences Reserve		(121)	19
2	Capital Adjustment Account		177	19
	Usable Reserves			
947	General Fund Reserve		1,127	19
(205)			(1,017)	

The notes on pages 28 to 43 form part of the financial statements.

The unaudited accounts were approved for issue by the Board on 7 June 2021, and the audited accounts were authorised for issue on 6 September 2021. The audited accounts are signed on behalf of the Board by:



Paul Manning
Treasurer of Lanarkshire Valuation Joint Board
6 September 2021

Movement in Reserves Statement for the year ended 31 March 2021

This statement shows the movement in the year on the different reserves held by the Board, analysed into usable reserves and unusable reserves. The deficit on the provision of services shows the true economic cost of providing the Board's services, which is fully analysed in the Comprehensive Income and Expenditure Statement on page 22. This cost excludes other statutory charges to the General Fund balance. The net increase / (decrease) before transfers to / from other statutory reserves shows the statutory General Fund balance before any discretionary transfers to or from the other statutory reserves of the Board.

	General Fund Balance	Total Usable Reserves	Unusable Reserves	Total Reserves
	£000	£000	£000	£000
Balance at 31 March 2020	947	947	(1,152)	(205)
Movement in Reserves during 2020/2021				
Surplus on the provision of services	(91)	(91)		(91)
Other comprehensive income and expenditure			(721)	(721)
Total comprehensive income and expenditure	(91)	(91)	(721)	(812)
Adjustments between accounting basis and funding basis (note 5)	271	271	(271)	
Net increase before transfers to / from other statutory reserves	180	180	(992)	(812)
Transfers to / from other statutory reserves				
Increase / (Decrease) in 2020/2021	180	180	(992)	(812)
Balance as at 31 March 2021	1,127	1,127	(2,144)	(1,017)

Movement in Reserves Statement for the year ended 31 March 2020

	General Fund Balance	Total Usable Reserves	Unusable Reserves	Total Reserves
	£000	£000	£000	£000
Balance at 31 March 2019	424	424	(3,439)	(3,015)
Movement in Reserves during 2019/2020				
Deficit on the provision of services	181	181	-	181
Other comprehensive income and expenditure	-	-	2,629	2,629
Total comprehensive income and expenditure	181	181	2,629	2,810
Adjustments between accounting basis and funding basis (note 5)	342	342	(342)	-
Net increase before transfers to / from other statutory reserves	523	523	2,287	2,810
Transfers to / from other statutory reserves	-	-	-	-
Increase / (Decrease) in 2019/2020	523	523	2,287	2,810
Balance as at 31 March 2020	947	947	(1,152)	(205)

Cash Flow Statement

This statement shows the changes in cash and cash equivalents of the Board during the year. The statement shows how the Board generates and uses cash and cash equivalents by classifying them as either operating, investing or financing activities.

- The level of net cash arising from operating activities is a key indicator of the extent to which the operations of the Board are funded by way of taxation and grant income or from service users and constituent authorities.
- Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Board's future service delivery.
- There were no financing activities as the board had no requirement to borrow.

Further analysis of movements is provided in the cash flow notes following the statement.

2019/20		2020/21
£000		£000
181	Net deficit / (surplus) on the provision of services	(91)
382	Adjust net deficit / (surplus) on the provision of service for non-cash movements	692
5	Adjust for items included in the net deficit / (surplus) on the provision of services that are investing and financing activities	2
568	Net cash flows from operating activities	603
0	Investing Activities	(181)
568	Net increase or decrease in cash and cash equivalents	422
437	Cash and cash equivalents at 1 April	1,005
1,005	Cash and cash equivalents at 31 March	1,427

Cash Flow Statement Note – Non Cash Movements

The balance of non-cash movements is made up of the following elements:

2019/20		2020/21
£000		£000
2	Depreciation, impairment and amortisation of assets	6
(16)	Movement in Debtors	(21)
61	Movement in Creditors	263
336	Movement in Pension Liability	361
4	Movement in the Employee Statutory Adjustment Account	85
(5)	Interest received	(2)
382	Net Cash flows from the provision of services for non-cash movements	692

Cash Flow Statement Note – Operating Activities

The cash flows for operating activities include the following items:

2019/20		2020/21
£000		£000
5	Interest received	2
0	Interest paid	0
5	Net cash flows from operating activities	2

Cash Flow Statement Note – Cash and Cash Equivalents

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

2019/20		2020/21
£000		£000
1,005	Short term deposits	1,427
1,005	Total Cash and Cash Equivalents	1,427

Notes to the Financial Statements

Note 1: Accounting Policies

General Principles

Lanarkshire Valuation Joint Board is required to prepare annual accounts by the Local Authority Accounts (Scotland) Regulations 2014, section 12 of the Local Government in Scotland Act 2003 requires they be prepared in accordance with proper accounting practices. The general policies adopted in compiling and presenting the Accounts are those recommended by the Code of Practice on Local Authority Accounting in the United Kingdom 2020/2021 issued jointly by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC), supported by International Financial Reporting Standards (IFRS). There are no significant departures from those recommendations.

The Annual Accounts has been prepared under the historic cost convention. All accounting policies have been applied consistently.

Debtors and Creditors

Accruals basis

The Comprehensive Income and Expenditure Statement is compiled on an accruals basis. Income and expenditure activities are accounted for in the year in which they take place, not simply when payments are made or received. Where goods and services have been sold but the income not received by 31 March 2021 or goods have been received but not paid for by 31 March 2021 then the Comprehensive Income and Expenditure Statement has been amended to reflect the outstanding amounts and a debtor or creditor for the relevant amount is recorded in the Balance Sheet.

(i) Debtors

All specific and material sums payable to the Board have been brought into account.

(ii) Creditors

Sundry Creditors are accrued on the basis of payments made during the first three weeks following 31 March 2021; together with specific accruals in respect of further material items.

(iii) Accumulating Compensated Absences

International Accounting Standard 19 (IAS19) states that 'an organisation should account for employment benefits when employees earn them and the authority is committed to providing them, even if the actual provision might be in future years.' All salaries and wages earned up to 31 March 2021 are included irrespective of when actual payments were made. The requirements of IAS 19 have been fully applied in the current year, in respect of annual leave provision, including recognition of the net liability and an accumulating compensated absences reserve in the Balance Sheet and entries in the Comprehensive Income and Expenditure Statement for movements in the liability relating to the scheme.

(iv) Pension Costs

The Board participates, through South Lanarkshire Council, in the Local Government Superannuation Scheme, which is managed by Glasgow City Council.

The cost of providing pensions for employees is charged to the Comprehensive Income and Expenditure Statement in accordance with the statutory requirements governing the particular pension schemes to which the Board contributes.

The requirements of IAS19 have been fully applied in the current year, including recognition of the net liability and a pensions reserve in the Balance Sheet and entries in the

Comprehensive Income and Expenditure Statement for movements in the liability relating to the scheme. Previous year budget and expenditure information has been provided to allow comparability.

In assessing liabilities for retirement benefits for the 2020/2021 Annual Accounts, a discount rate based on the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme was used. The Actuary has advised that a rate of 2% per annum is appropriate (2019/2020 - 2.3%).

Actuarial Gains and Losses – changes in the net pension liability that arise because of events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – debited to the Pension Reserve.

(v) Allocation of Central Support Expenses

The allocation of Central Support Expenses is the cost of those South Lanarkshire central support departments which provide a service to the Board. The individual support departments are Administration Services, Personnel, Information Technology and Finance Services. The method of allocation is determined by each individual department and in most instances is a time based allocation of employee costs or the recharge of actual costs incurred. The recharge is made on a consistent basis.

(vi) Borrowing Facilities

The Board is a separate legal entity and has South Lanarkshire Council as its lead authority. The loans' fund of South Lanarkshire Council acts as banker to the Board and consequently lends or borrows according to the required cash flow and activities of the Board.

(vii) Financial Instruments

Where an instrument has a maturity of less than 12 months the fair value is taken to be the principal outstanding.

Creditors due within 12 months are not classed as a financial instrument.

Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Board as a result of past events (for example, software licences) is capitalised when it is expected that it will bring benefits to the Board for more than 12 months.

Intangible Assets are measured at cost. The depreciable amount of an intangible asset is amortised over its useful life in the Comprehensive Income and Expenditure Statement. The useful life of these assets is deemed to be 5 years.

Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.

The Board as Lessee – Operating Leases

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

Property, Plant and Equipment

Assets that have physical substance and are held for use in the supply of services or 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. Expenditure that merely maintains the condition of an asset e.g. repairs and maintenance is charged as an expense when it is incurred.

Measurement

Assets are initially measured at cost, comprising:

- the purchase price
- 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

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

- other land and buildings – fair value, determined by the amount that would be paid for the asset in its existing use (existing use value – EUV)
- vehicles, plant and equipment – where non- property assets that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for fair value

Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets and is calculated on the following bases:

- other buildings – straight-line allocation over the useful life of the property as estimated by the valuer (other buildings 10 – 40 years)
- vehicles, plant and equipment – straight line allocation over the useful life of the asset (5 – 20 years)
- over the term of the remaining lease of David Dale House.

Note 2: Prior Period Adjustments

There are no prior period adjustments included within the 2020/2021 Annual Accounts.

Note 3: Accounting Standards Issued but Not Adopted

The Accounting Code of Practice requires the Board to disclose information relating to the impact of an accounting change that is required by a new standard that has been issued but not yet adopted.

For this disclosure, the standards introduced by the 2021/22 Code, which are required to be applied by 1 April 2021, and will be adopted by the Board on 1 April 2021:

- **Amendments to IFRS 3 Business Combinations:** Definition of a business. The amendments clarify the definition of a business, with the aim of helping entities to determine whether a transaction should be accounted for as an asset acquisition or a business combination.
- **Amendments to IFRS 9, IAS 39 and IFRS 7, IFRS 4 and IFRS 16:** Interest Rate Benchmark Reform (Phases 1 and 2). The amendments address issues that might affect financial reporting after the reform of an interest rate benchmark, including its replacement with alternative benchmark rates.

Adoption of the standards by the Board on 1 April 2021 is not expected to have any impact on the financial statements.

Note 4: Critical Judgements in Applying Accounting Policies

In applying the accounting policies, the Board is obliged to highlight whether it has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Annual Accounts are:

- There is a high degree of uncertainty about future levels of funding for local government in Scotland. However, the Board has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Board might be impaired as a result of a need to reduce levels of service provision.

Note 5: Notes to the Expenditure and Funding Analysis - Adjustments Between Funding and Accounting Basis

	2020/21	2020/21	2020/21	2020/21
	Adjustments for Capital Purposes (note a) £000	Net Change for the Pensions Adjustments (note b) £000	Other Differences (note c) £000	Total Adjustments between Funding and Accounting Basis £000
Employee Costs	-	315	85	400
Property Costs	-	-	-	-
Supplies and Services	-	-	-	-
Transport and Plant	-	-	-	-
Administration Costs	-	16	-	16
Payments to Other Bodies	-	-	-	-
Financing Charges	(175)	-	-	(175)
Total Expenditure	(175)	331	85	241
Income	-	-	-	-
Net Cost of Services	(175)	331	85	241
Financing and Investment Income and Expenditure	-	30	-	30
Surplus or Deficit	(175)	361	85	271

	2019/20	2019/20	2019/20	2019/20
	Adjustments for Capital Purposes (note a) £000	Net Change for the Pensions Adjustments (note b) £000	Other Differences (note c) £000	Total Adjustments between Funding and Accounting Basis £000
Employee Costs	-	232	4	236
Property Costs	-	-	-	-
Supplies and Services	-	-	-	-
Transport and Plant	-	-	-	-
Administration Costs	-	17	-	17
Payments to Other Bodies	-	-	-	-
Financing Charges	2	-	-	2
Total Expenditure	2	249	4	255
Income	-	-	-	-
Net Cost of Services	2	249	4	255
Financing and Investment Income and Expenditure	-	87	-	87
Surplus or Deficit	2	336	4	342

Note a – Adjustment for Capital Purposes

This column adds in depreciation and impairment and revaluation of gains and losses in the financing charges line.

Note b – Net Change for the Pensions Adjustment

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

- For Employee Costs and Administration Costs this represents the removal of the employer contributions made by the Board as allowed by statute and the replacement with current service costs and past service costs.
- For Financing and Investment Income and Expenditure – the net interest on the defined benefit liability is charged to the Comprehensive Income and Expenditure Statement.

Note c – Other Differences

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

- For Employee Costs this represents the accrual made for the cost of holiday/leave entitlements earned by employees but not taken before the year-end which employees can carry forward into the next financial year. These require to be included within the Net Cost of Services under generally accepted accounting practices, however, are not chargeable to the General Fund.

Note 6: Adjustments between Accounting Basis and Funding Basis Under Regulations

This note details the adjustments that are made to the total Comprehensive Income and Expenditure Statement recognised by the Board in the year in accordance with proper accounting practice to arrive at the resources that are specified by statutory provisions as being available to the Board to meet future revenue expenditure.

Useable Reserves		
	£000	£000
	2020/21	2019/20
Adjustments to Revenue Resources		
Pension Costs (transferred to (or from) the Pensions Reserve)	1,082	(2,293)
Holiday Pay (transferred to the Employee Statutory Adjustment Account)	85	4
Reversal of entries in the surplus or deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	6	2
Total Adjustments to Revenue Resources	1,173	(2,287)
Adjustments between Revenue and Capital Resources		
Capital expenditure finance from revenue balances (transfer to Capital Adjustment Account)	(181)	-
Total Adjustments between Revenue and Capital Resources	(181)	-
Total Adjustments	992	(2,287)
Total Comprehensive Income and Expenditure	(812)	2,810
Net Increase / (Decrease) before transfers to / from Reserves	180	523
Increase / (Decrease) in year	180	523

Note 7: Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty

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

The items in the Board's Balance Sheet at 31 March 2021 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Items	Uncertainties	Effect if Actual Results Differ from Assumptions
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries, commissioned by Strathclyde Pension Fund, is engaged to provide the Board with expert advice about the assumptions to be applied.	<p>The effect on the net pension liability of changes in individual assumptions can be measured. For instance, a 0.5% decrease in the discount rate assumption would result in an increase in the pension liability of £3.366m.</p> <p>However, the assumptions interact in complex ways. During 2020/2021, the actuaries advised that the net pension liability had increased by: £6.634m attributable to the updating of financial assumptions; decreased by £0.743m attributable to changes in demographic assumptions; and increased by £0.589m due to other experience. The net liability had decreased by £5.759m due to the expected return on pension fund assets.</p>

Note 8: Events after the Balance Sheet

The unaudited Annual Accounts were authorised for issue by the Treasurer of Lanarkshire Valuation Joint Board on 7 June 2021. There were no events that occurred between 1 April 2021 and the date that the Annual Accounts were authorised for issue that would have an impact on the financial statements.

Note 9: Contingent Liabilities

Pensions

A circular from the Scottish Public Pensions Agency (Local Government Pension Scheme 2020/04) refers to a ruling that same-sex survivors were originally entitled to survivor benefits, taking into account the member's service from 6 April 1978. Following the Goodwin Tribunal, regulatory amendments will now need to be made with effect from the same date to extend that entitlement to male survivors of female members. While this could have a financial impact on future years' costs, and the impact cannot yet be quantified, current information from the Board's actuaries suggests that any impact is likely to be minimal. Given the uncertainty, and the expected immaterial nature of any potential impact, no provision has been made in the Accounts.

The Board's actuaries also highlighted an awareness of 2 other court cases which may impact on pension benefits in the future. The first was the Walker case where it was ruled that surviving spouses in same sex marriages should be entitled to the same benefits as those in different sex marriages and also the O'Brien case where it was ruled that recognition of part time benefits should apply to service for the period prior to 7 April 2000. The actuaries understanding is that these are unlikely to be significant judgements in terms of impact on future pension obligations of Employers. Again, given the uncertainty, and the immaterial nature of any potential impact, no provision has been made in the Accounts.

Valuation Appeals

The Board is involved in a number of ongoing valuation appeals. Some of these valuations have been referred to the Land Tribunal for Scotland and their outcomes may potentially impact on other Valuation Joint Boards and local authorities. The Board expects that it will incur additional expenditure in legal costs as a consequence of these appeals, however neither the value nor the timing of these costs can be reliably estimated at this time. Accordingly, the Board recognises that a contingent liability may exist in respect of potential costs arising from these appeals.

Note 10: Leases

Operating Leases – LVJB as Lessee

The Board has entered into an operating lease and details are provided across the asset category of Property, Plant and Equipment, and Land and Buildings.

Land and Buildings – the Board leases their offices which have been accounted for as an operating lease. The lease commenced on 1 April 2021, therefore, there were no lease payments due in 2020/2021.

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

	2020/21	2019/20
	£000	£000
Not later than one year	93	n/a
Later than one year and not later than five years	377	n/a
Later than five years	444	n/a
Total	914	

Note 11: Property, Plant and Equipment

	2020/21	2019/20
	£000	£000
Cost or Valuation		
At 1 April	0	
Additions	181	
At 31 March	181	n/a
Accumulated Depreciation		
At 1 April	0	
Depreciation	4	
At 31 March	4	n/a
Net Book Value at 31 March	177	n/a

Note 12: Intangible Assets

	2020/21	2019/20
	£000	£000
Cost or Valuation		
At 1 April	8	8
Additions	0	0
Derecognition - Disposals	(6)	0
At 31 March	2	8
Accumulated Amortisation		
At 1 April	6	4
Amortisation of Intangible Assets	2	2
Derecognition - Disposals	(6)	0
At 31 March	2	6
Net Book Value at 31 March	0	2

Note 13: Short Term Debtors

The debtors figure comprises prepayments and is analysed as follows:

	2020/21	2019/20
	£000	£000
Information Technology Annual Support and Maintenance	51	24
Water Services	0	4
Insurance Services	7	8
General Supplies	0	1
Total	58	37

Note 14: Short Term Creditors

The creditors figure is analysed as follows:

	2020/21	2019/20
	£000	£000
Valuation Appeal Panel – Fees	25	0
Royal Mail – Postal Charges	8	0
North Lanarkshire Council – Convenor Salary	0	4
Accumulated Compensated Absences – Annual Leave	126	41
Scottish Government – Barclay Underspend	209	0
Other – Employee Cost Accrual	111	86
Total	479	131

Note 15: Related Party Transactions

The Board is required to disclose material transactions with related parties. During the year transactions arose with the following related parties:

	2020/21	2020/21	2019/20	2019/20
	Receipts	Payments	Receipts	Payments
	£000	£000	£000	£000
South Lanarkshire Council	2,208	684	2,102	487
North Lanarkshire Council	2,195	5	2,103	4
Total	4,403	689	4,205	491

The Board occupied the premises at the North Stand, Cadzow Avenue, Hamilton, ML3 0LU during 2020/21, and are recharged for the cost of accommodation by South Lanarkshire Council. Included within payments to South Lanarkshire Council is a charge of £0.318m (2019/20: £0.318m) for the annual rental of office accommodation at Hamilton Academical's Football Stadium.

Note 16: Defined Benefit Pension Schemes

As part of the terms and conditions of employment, the Board offers retirement benefits. The Board participates in the Local Government Pension Scheme (Strathclyde Pension Fund), a funded defined benefit scheme, administered by Glasgow City Council. The scheme is supported by contributions from both employer and employees.

Transactions relating to Retirement Benefits

The cost of retirement benefit is recognised in the reported cost of services when it is earned by the Board's employees, rather than when the benefits are eventually paid as pensions. However, the charge that is statutorily required to be made against the requisition funding is based on the pension contributions payable by the Board in the year, and an adjustment is made in the Movement in Reserves Statement to this effect.

The following transactions have been made in the Comprehensive Income and Expenditure Statement.

Comprehensive Income and Expenditure Statement	2020/21	2019/20
	£000	£000
Cost of Services:		
Service cost comprising:		
• Current service cost	749	825
• Past Service Cost (including curtailments)	0	(206)
Financing and Investment Income and Expenditure		
• Net interest expense	30	87
Total post-employment benefit charged to the Deficit on the Provision of Services	779	706
Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement:		
Re-measurement of the net defined benefit liability/(asset) comprising:		
• return on pension fund assets	5,759	(1,752)
• actuarial gains or losses arising on changes in demographic assumptions	743	1,066
• actuarial gains or losses arising on changes in financial assumptions	(6,634)	3,178
• actuarial gains or losses arising on changes in other experience	(589)	137
Total post-employment benefit charged to the Comprehensive Income and Expenditure Statement	(721)	2,629
Net Charge to the Surplus/Deficit on the Provision of Services brought forward	779	706
Movement In Reserves Statement		
• reversal of net charges made to the surplus or deficit for the provision of services for post-employment benefits in accordance with the Code	(361)	(336)
Actual amount charged against the General Fund balance for pensions in the year:		
• employers' contributions payable to the scheme	418	370

Pensions Assets and Liabilities Recognised in the Balance Sheet

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

	2020/21	2019/20
	£000	£000
Present value of the defined obligation	(32,593)	(26,356)
Fair value of pension fund assets	30,393	25,238
Net liability arising from defined benefit obligations	(2,200)	(1,118)

A reconciliation of the Board's share of the present value of the Fund's defined obligation is as follows:

	2020/21	2019/20
	£000	£000
Opening Balance at 1 April	(26,356)	(29,791)
Current Service Cost	(749)	(825)
Interest Cost	(611)	(720)
Contributions by scheme participants	(135)	(120)
Re-measurement gains / (losses)		
• actuarial gains / (losses) arising on changes in demographic assumptions	743	1,066
• actuarial gains / (losses) arising from changes in financial assumptions	(6,634)	3,178
• actuarial gains / (losses) arising from changes in other experience	700	137
Past service gains / (losses)	-	206
Settlements and curtailments	-	-
Estimated Unfunded benefits paid	25	25
Estimated Benefits paid	424	488
Closing Balance at 31 March	(32,593)	(26,356)

A reconciliation of the movement in the Board's share of the fair value of the Fund's assets is as follows:

	2020/21	2019/20
	£000	£000
Opening Fair Value of Pension Fund Assets	25,238	26,380
Interest Income	581	633
Re-measurement gains and (losses)		
• expected return on pension fund assets	5,759	(1,752)
• actuarial gains and losses	-	-
• other experiences	(1,289)	-
The effect of changes in foreign exchange rates	-	-
Contributions by members	135	120
Contributions by the employer	393	345
Contributions in respect of Unfunded Benefits	25	25
Benefits Paid	(449)	(513)
Closing Fair Value of the Scheme Assets	30,393	25,238

Analysis of Pension Fund Assets

			31/03/21			31/03/20
	Quoted prices in active markets	Quoted prices not in active markets	Total	Quoted prices in active markets	Quoted prices not in active markets	Total
	£000	£000	£000	£000	£000	£000
Cash and Cash Equivalents	490	21	511	1,299	1,252	2,551
Equity Instruments	7,099	33	7,132	5,822	15	5,837
Debt Instruments	0	0	0	792	0	792
Real Estate	0	2,462	2,462	0	2,285	2,285
Derivatives	5	0	5	1	0	1
Private Equity	0	5,436	5,436	0	3,016	3,016
Investment Funds	286	14,561	14,847	8,284	2,472	10,756
Asset Backed Securities	0	0	0	0	0	0
Structured Debt	0	0	0	0	0	0
Total	7,880	22,513	30,393	16,198	9,040	25,238

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, to provide an estimate of the pensions that will be payable in future years dependant on assumptions about mortality rates, salary levels etc. The Local Government Pension Scheme has been assessed by Hymans Robertson LLP, an independent firm of actuaries, with estimates for the Strathclyde Pension Fund being based on the latest valuation of the scheme as at 31 March 2020.

The principal assumptions used by the actuary were:

	2020/21	2019/20
	Years	Years
Mortality Assumptions:		
Longevity at 65 for current pensioners		
• Male	19.8	20.7
• Female	22.6	22.9
Longevity at 65 for future pensioners		
• Male	21.2	22.2
• Female	24.7	24.6
Financial Assumptions:		%
Rate of inflation / pension increase rate	2.85	1.9
Rate of increase in salaries	3.55	3.0
Expected return on assets	2.0	2.3
Rate for discounting scheme liabilities	2.0	2.3
Take up option to convert annual pension into retirement lump sum Pre April 2009 / (Post April 2009)	50 (75)	50 (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 assumptions analysed changes while all the other assumptions remain constant:

	Approximate % increase in employer's liability	Approximate monetary amount
Change in assumption at 31 March 2020		£000
0.5% decrease in real discount rate	10%	3,366
1 year increase in member life expectancy	3 – 5%	N/A
0.5% increase in the salary increase rate	2%	507
0.5% increase in the pension increase rate	9%	2,773

Asset and Liability Matching Strategy

The Fund has an asset and liability matching (ALM) strategy that matches, to the extent possible, the types of assets invested to the liabilities in the defined benefit obligation. The Fund has matched assets to the pension obligations by investing in long-term fixed interest securities and index linked gilt edged investments with maturities that match the benefits payments as they fall due. A large proportion of the assets relate to equities (76%) and bonds (14%). The scheme also invests in properties (8%) and cash (2%). The comparative year's figures for equities and bonds are 69% and 12% respectively. The ALM strategy is monitored annually or more frequently if necessary.

Impact on the Board's Cash Flow

The objectives of the fund are to keep employers' contributions at a constant a rate as possible. The Fund has an agreed 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. Employers' contributions have been set at 19.3% for 2020/2021 based on the last triennial valuation completed on 31 March 2017. Following completion of the triennial valuation as at 31 March 2020, employers' contribution rates have been set at 19.3% for the next year (2021/2022).

The total contributions expected to be made by the Board to the Fund for the year ending 31 March 2022 is approximately £0.3393m.

The weighted average duration of the defined benefit obligation for Fund members is 20 years.

Note 17: External Audit Costs

The Board has incurred the following external audit costs:

	2020/21	2019/20
	£000	£000
Fees payable to Audit Scotland with regard to external audit services carried out by the appointed auditor for the year	8	7
Total	8	7

Note 18: Grant Income

The following Government Grants were received during the year:

	2020/21	2019/20
	£000	£000
Cabinet Office Funding	20	296
Scottish Government Grant	31	0
Scottish Government Grant – Barclay Funding <i>(allocation of £0.594m less £0.209m underspend returned)</i>	385	455
Total	436	751

Note 19: Balance Sheet – Reserves

Unusable Reserves	2020/21				2019/20			
	Capital Adjustment Account	Pension Reserve	Employee Statutory Adj. Account	Total	Capital Adjustment Account	Pension Reserve	Employee Statutory Adj. Account	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Opening Balance 1 April	2	(1,118)	(36)	(1,152)	4	(3,411)	(32)	(3,439)
Movement in Pension Reserve	-	(1,082)	-	(1,082)	-	2,293	-	2,293
Movement in Annual Leave Accrual	-	-	(85)	(85)	-	-	(4)	(4)
Capital Expenditure charged against the General Fund	181	-	-	181	-	-	-	-
Amortisation of Intangible Assets	(6)	-	-	(6)	(2)	-	-	(2)
Closing Balance as at 31 March	177	(2,200)	(121)	(2,144)	2	(1,118)	(36)	(1,152)

Usable Reserves	2020/21		2019/20	
	General Fund Reserve	Total	General Fund Reserve	Total
	£000	£000	£000	£000
Opening Balance 1 April	947	947	424	424
Increase / (Decrease) in Reserve	180	180	523	523
Closing Balance as at 31 March	1,127	1,127	947	947

Note 20: Financing and Management of Liquid Resources

Liquid resources are held by South Lanarkshire Council as lead authority and are available to the Board as required.

Note 21: Comprehensive Income and Expenditure Statement – financing and investment income and expenditure

	2020/21	2019/20
	£000	£000
Pension Interest Cost and Expected Return on Pensions Assets	30	87
Total	30	87

Note 22: Going Concern

As at 31 March 2021, the Balance Sheet of the Board shows a Net Liability position of £1.017m. This is made up of a net Long Term Pension Liability of £2.200m and net assets of £1,183m.

There are statutory arrangements for funding the long-term deficit in respect of the net pension liability and the statutory accumulated absences, as detailed in the Movement in Reserves Statement on page 24, leaving a General Fund Reserve of £1.127m to be carried forward for use in future years. This will be taken into account in future years' budget strategies.

Independent auditor's report to the members of Lanarkshire Valuation Joint Board and the Accounts Commission

Report on the audit of the financial statements

Opinion on financial statements

I certify that I have audited the financial statements in the annual accounts of Lanarkshire Valuation Joint Board for the year ended 31 March 2021 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the Expenditure and Funding Analysis, Comprehensive Income and Expenditure Statement, Balance Sheet, Movement in Reserves Statement, Cash Flow 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 2020/21 (the 2020/21 Code).

In my opinion the accompanying financial statements:

- give a true and fair view in accordance with applicable law and the 2020/21 Code of the state of affairs of Lanarkshire Valuation Joint Board as at 31 March 2021 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 2020/21 Code; and
- have been prepared in accordance with the requirements of the Local Government (Scotland) Act 1973, The Local Authority Accounts (Scotland) Regulations 2014, and the Local Government in Scotland Act 2003.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the [Code of Audit Practice](#) approved by the Accounts Commission for Scotland. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I was appointed under arrangements approved by the Accounts Commission on 10 June 2021. This is my first year of appointment. I am independent of the Lanarkshire Valuation Joint Board in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. Non-audit services prohibited by the Ethical Standard were not provided to the Lanarkshire Valuation Joint Board. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern basis of accounting

I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Lanarkshire Valuation Joint Board's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

Risks of material misstatement

I report in a separate annual audit report, available from the [Audit Scotland](#) website, the most significant assessed risks of material misstatement that I identified and my judgements thereon.

Responsibilities of the Treasurer and Lanarkshire Valuation Joint Board 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 Lanarkshire Valuation Joint Board'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 Lanarkshire Valuation Joint Board is responsible for overseeing the financial reporting process.

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities outlined above to detect material misstatements in respect of irregularities, including fraud. Procedures include:

- obtaining an understanding of the applicable legal and regulatory framework and how the Lanarkshire Valuation Joint Board is complying with that framework;
- identifying which laws and regulations are significant in the context of the Lanarkshire Valuation Joint Board;
- assessing the susceptibility of the financial statements to material misstatement, including how fraud might occur; and
- considering whether the audit team collectively has the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the Lanarkshire Valuation Joint Board's controls, and the nature, timing and extent of the audit procedures performed.

Irregularities that result from fraud are inherently more difficult to detect than irregularities that result from error as fraud may involve collusion, intentional omissions,

misrepresentations, or the override of internal control. The capability of the audit to detect fraud and other irregularities depends on factors such as the skilfulness of the perpetrator, the frequency and extent of manipulation, the degree of collusion involved, the relative size of individual amounts manipulated, and the seniority of those individuals involved.

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. This description forms part of my auditor's report.

Reporting on other requirements

Opinion prescribed by the Accounts Commission on the audited part of the Remuneration Report

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

Statutory other information

The Treasurer is responsible for the statutory other information in the annual accounts. The statutory other information comprises the Management Commentary, Annual Governance Statement, Statement of Responsibilities and the unaudited part of the Remuneration Report.

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

My opinion on the financial statements does not cover the statutory other information and I do not express any form of assurance conclusion thereon except on the Management Commentary and Annual Governance Statement to the extent explicitly stated in the following opinions prescribed by the Accounts Commission.

Opinions prescribed by the Accounts Commission on Management Commentary and Annual Governance Statement

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

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

Matters on which I am required to report by exception

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

- adequate accounting records have not been kept; or
- the financial statements and the audited part of the Remuneration Report are not in agreement with the accounting records; or
- I have not received all the information and explanations I require for my audit; or

I have nothing to report in respect of these matters.

Conclusions on wider scope responsibilities

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

Use of my report

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

Andrew Kerr

Andrew Kerr CA
Senior Audit Manager
Audit Scotland
4th Floor, The Athenaeum Building
8 Nelson Mandela Place
Glasgow, G2 1BT

6 September 2021