
**GLASGOW CITY REGION - CITY DEAL CABINET
JOINT COMMITTEE**

Unaudited Annual Accounts

For the year ended 31 March 2019

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❖ Management Commentary

History and Statutory Background

Glasgow City Region, one of the largest regions in the UK, is Scotland's economic powerhouse. With a combined population of 1.8 million, it provides 33% of the nation's jobs and a base to 29% of Scotland's businesses.

Our ground breaking £1.13 billion City Deal, the first in Scotland and one of the largest in the UK, is an agreement between the UK government, the Scottish government and the eight local authorities across Glasgow City Region.

The eight participating local authorities are East Dunbartonshire Council, East Renfrewshire Council, Glasgow City Council, Inverclyde Council, North Lanarkshire Council, Renfrewshire Council, South Lanarkshire Council and West Dunbartonshire Council.

The City Deal provides over £1 billion funding from the UK and Scottish governments and is set to transform the physical and social landscape – creating thousands of new jobs, homes, supporting business growth, improving transport connectivity and unlocking land in key sites for development.

In 2014 eight Councils agreed in principle to establish a Joint Committee to govern the City Deal and determine the strategic economic development priorities for Glasgow City Region.

Glasgow City Council is the Lead Authority.

An Assurance Framework sets out the operational structure of the Joint Committee and how its functions are governed.

Structure

The Joint Committee established to govern the City Deal and determine the strategic economic development priorities for Glasgow City Region is the Glasgow City Region Cabinet (CAB) which meets every eight weeks.

The Cabinet comprises the Leaders of the participating authorities and is responsible for the strategic direction of the City Deal and for approving the annual budget and business plan.

The Programme Management Office (PMO) acts as a secretariat for the Cabinet and the central point for appraisal and monitoring of all aspects of City Deal. The Cabinet is supported by a Chief Executives' Group (CEG), which oversees the management of the PMO in its delivery of the operational functions of the Cabinet. The Chief Executives' Group proposes a programme of works and where required provides recommendations. The Cabinet takes advice from the Commission on Economic Growth (The Commission) and the Economic Leadership Board.

The Chief Executives' Group is also supported by a number of sub-groups, comprised of officers from the participating councils. To further the existing collaboration between the eight local authorities, a distributive leadership model was agreed in June 2016, based around eight portfolios focused upon driving wider economic growth. Consultation continues to take place with the Glasgow City Region Programme Liaison Group, which has representatives from both the UK and Scottish Governments. Governance arrangements align to the Assurance Framework and the Programme Business Case. The City Deal is supported by a programme of internal and external audits and continues to participate in the Scottish Parliamentary Inquiry into City Deals.

Strategic Aims

Over its 20 year lifetime, it is estimated that the City Deal will:

- Deliver £2.2 billion in additional GVA per annum (a 4% uplift) across the City Region.
- Support an additional overall increase of around 29,000 jobs in the City Region.
- Create 15,000 construction jobs through the ten year City Deal construction programme.
- Work with 19,000 unemployed residents and support over 5,500 back into sustained employment.
- Leverage in an estimated £3.3 billion of private sector investment to support the delivery of the projects within the infrastructure programme.
- Spread the benefits of economic growth across Glasgow and Clyde Valley, ensuring deprived areas benefit from this growth.

Programme Performance

The £1.13 billion infrastructure fund will deliver 21 projects focusing on improving transport connectivity and unlocking key sites across the region for residential and commercial development over the next 10 – 20 years. Together with a further six projects for innovation, skills and employment, the City Deal will enable a programme of work which will greatly add to the value of the local economy over the next 20 years.

August 2018 marked the four year anniversary of the formal signing of the Glasgow City Region City Deal agreement between the eight City Region councils and the UK and Scottish Governments. Almost five years into a twenty year programme, the partnership is working well and significant progress continues to be made in the delivery of our City Deal. Thousands of jobs are being created through the employment schemes and construction work underway. Local companies are benefitting from contract opportunities and new business support initiatives. Infrastructure projects focused on improving connectivity and land remediation are supporting growth and already drawing further funding and investment into the region.

Projects are being delivered at pace. All of our 27 projects have been selected. And seven projects have been completed already, with substantial progress made on projects already underway. Residents are seeing City Deal investment on the ground. New roads, bridges, remediation and public realm works are visibly transforming our social and physical landscape and helping to unlock vacant sites in key locations, some which have lain unused for many years, opening up opportunities for new housing, retail and commercial development.

Over 8,000 young people have been supported into work through Youth Gateway, a region-wide employment programme which completed substantially ahead of target. And our Working Matters pilot has helped thousands of Glasgow City Region residents in receipt of health-related benefits to begin the journey into long-term employment.

We talk about the City Deal levering in over £3 billion of private sector investment over 20 years. Already we are seeing this happen, with many new housing, retail and industrial developments arising from the City Deal funded improvements to transport connections and land remediation. Last year, for example, further significant private sector investment was announced on the back of the £190 million City Deal roads plans at Ravenscraig in North Lanarkshire, once one of Europe's largest derelict sites. This additional investment will help its impressive transformation to continue.

And recent high profile announcements such as Barclays and Channel 4 are demonstrating a real confidence in the city region. The Barclays deal is the most significant inward investment ever made in Glasgow, with a new build campus set to bring 2,500 new jobs and breathe new life into an area south of the river

Our success to date has been significant and while no doubt there will be challenges ahead, we are confident we will continue to do even better.

By far, our key area of focus in the year ahead will be the first Gateway Review and we will continue to work closely with colleagues in government to agree the final reporting requirements for December 2019. In 2019 we will bring forward an updated City Deal Programme Business Case and Assurance Framework and carry out a self-instigated internal Programme review (using Office of Government Commerce Gateway Best Practice Guidance).

We will also revisit the Regional Economic Strategy, creating an updated action plan and set of priorities which are informed and guided by extensive work carried out over 2018 and 2019, in the form of a Regional Strategic Assessment (RSA). The RSA provides a detailed analysis of the Region's collective and individual Member Authority' economic performance. And in late 2019 the Commission on Economic Growth will present the Futures Report, a body of research which will complement the RSA and set out the region's future challenges and opportunities.

Further information and progress updates are available on www.glasgowcityregion.co.uk

The main risks reflected in the risk register were largely unchanged over the year. The top financial risks include ensuring financial projections are realistic, delays in overall programme delivery leading to non-achievement of milestones and delay in development and approval of business cases leading to pressure on programme delivery and milestone achievement. More immediate operational risks are reviewed in a programme of internal audit. The City Deal Programme is funded over a twenty year period. The PMO is funded by the eight member authorities and this contribution is managed within each authorities financial resources. The PMO budget is set and recharged to member authorities annually and on the grounds of materiality the long-term funding of the PMO is currently not considered to be a major financial risk.

Financial Performance

The cost of running the PMO is the main item of expenditure of the Cabinet. Salary costs and any administrative expenses incurred by the PMO are re-imbursed in full from the participating authorities.

The total gross budget for the PMO was set at £1,240,000. There was an underspend of £62,377 on the total gross budget for 2018/19. This was in the main due to vacant posts.

Expenditure of **£1,177,623** was incurred for the period and was re-charged in total to the participating authorities on the basis set out in the Joint Committee Agreement. There was a nil balance of funds as at 31 March 2019. The accounts have been prepared on a going concern basis.

❖ **Statement of Responsibilities for the Statement of Accounts**

1. The lead authority's responsibilities

The lead authority is required:

- To make arrangements for the proper administration of the financial affairs of the Joint Committee and to ensure that one of its officers has the responsibility for the administration of those affairs. In Glasgow City Council, that officer is the Executive Director of Finance.
- To manage its affairs to secure economic, efficient and effective use of the 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 in Scotland Act 2003); and
- Approve the Annual Accounts for signature.

submitted to the Cabinet to be approved at its meeting on 4 June 2019.

2. Responsibilities of the Executive Director of Finance, Glasgow City Council

The Executive Director of Finance in Glasgow City Council is responsible for the preparation of the statement of accounts of the Joint Committee , in accordance with proper practices as required by legislation and as set out in the Code of Practice on Local Authority Accounting in the United Kingdom ('the Code').

In preparing the Annual Accounts, the Executive Director of Finance has:

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

The Executive Director of Finance 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 Glasgow City Region City Deal Cabinet Joint Committee as at 31 March 2019 and the transactions for the year then ended.

Martin Booth BA, CPFA, MBA
Executive Director of Finance
Glasgow City Council
4 June 2019

3. Comprehensive Income and Expenditure Statement for the year ended 31 March 2019

2017/18 £	Service	Note	2018/19 £
1,002,293	Gross expenditure	3	1,177,623
(1,002,293)	Gross income	3	(1,177,623)
0	Cost of Services		0
0	Interest and investment income		0
0	Financing and Investment Income and Expenditure		0
0	(Surplus) or Deficit on the Provision of Services		0
0	Other Comprehensive (Income) and Expenditure		0
0	Total Comprehensive (Income) and Expenditure		0

Comprehensive Income and Expenditure Statement – shows income and expenditure incurred in the year relating to the provision of services for the Joint Committee.

4. Balance Sheet as at 31 March 2019

31 March 2018 £		Note	31 March 2019 £
0	Short-term debtors	6	0
392,700	Cash and cash equivalents		334,188
392,700	Current Assets		334,188
(392,700)	Short-term creditors	6	(334,188)
(392,700)	Current Liabilities		(334,188)
0	Net Assets / (Liabilities)		0
0	Usable Reserves		0
0	Unusable Reserves		0
0	Total Reserves		0

Balance Sheet – The balance sheet of the Joint Committee shows that there were no reserve balances as at 31 March 2019.

The unaudited accounts were issued on
4 June 2019.

Martin Booth BA, CPFA, MBA
Executive Director of Finance
Glasgow City Council
4 June 2019

5. Cash Flow Statement for the Year ended 31 March 2019

2017/18 £	Revenue Activities	2018/19 £
0	Surplus or (Deficit) on the Provision of Services	0
	Adjustments for non-cash items:	
228,710	(Increase) / decrease in debtors	0
163,990	Increase / (decrease) in creditors	(58,512)
392,700		(58,512)
392,700	Net cash inflow / (outflow) from activities	(58,512)
0	Cash and cash equivalents at the beginning of the reporting period	392,700
392,700	Cash and cash equivalents at the end of the reporting period	334,188

Cash Flow Statement – details the changes in cash and cash equivalents of the Joint Committee.

❖ Notes to the accounts

The main objective of these notes is to provide further explanation for certain aspects of the core Financial Statements.

1. Statement of accounting policies

- 1.1 The financial statements for the year ended 31 March 2019 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 the Joint Committee.
- 1.2 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 the Joint Committee will not significantly curtail the scale of its operation. Wherever accounting principles and legislative requirements are in conflict the latter shall apply.
- 1.3 Suppliers' invoices received up to 31 March 2019 have been included in the accounts. In addition, expenditure has been accrued, in accordance with the Code, where the goods or services were received prior to 31 March 2019. Salaries and wages earned to 31 March 2019 are included in the accounts for 2017/18 irrespective of when the actual payments were made.
- 1.4 Income includes all sums due in respect of contributions from participating authorities. No interest was earned on fund balances for the year ended 31 March 2019.
- 1.5 There were no complex transactions or potential future uncertainties requiring critical judgements or estimations of uncertainty in preparing the 2018/19 accounts.
- 1.6 Cash and cash equivalents represent monies held at the bank for short-term commitments.

2. Accounting Standards Issued not Adopted

There are no accounting standards which have been issued, but not adopted, that would have a material effect on the 2018/19 Financial Statements of the Joint Committee.

3. Income and expenditure statement

The table below provides a detailed breakdown of income and expenditure of the Joint Committee during 2018/19.

	Note	2017/18 £	2018/19 £
Income			
Expenditure re-imburement from participating local authorities	4	(1,002,293)	(1,177,623)
Total income		(1,002,293)	(1,177,623)
Expenditure			
Employee costs		701,764	856,655
Transport		190	740
Supplies and services		292,349	311,998
Third Party Payments		7,990	8,230
Total expenditure		1,002,293	1,177,623
(Surplus) or deficit for period		0	0
(Surplus) brought forward		0	0
Accumulated (surplus) or deficit		0	0

4. PMO Budget and Funding

Based on the initial agreement signed by participating authorities, parameters were set out to determine the method for funding of the Programme Management Office (PMO). The Contribution Sum is to be calculated as a proportion of the PMO budget, based on the population of each Member Authority's area and expressed as a percentage of the total population within the areas of the Member Authorities.

A detailed breakdown of each member's contribution towards the cost of running the PMO is shown in the table below:-

Local Authority	Contribution 201819 £
East Dunbartonshire Council	69,210
East Renfrewshire Council	59,695
Glasgow City Council	390,765
Inverclyde Council	53,715
North Lanarkshire Council	222,426
Renfrewshire Council	115,242
South Lanarkshire Council	206,785
West Dunbartonshire Council	59,785
Total	1,177,623

5. Employee benefits

All 13 full time members of staff of the Joint committee were employed on a secondment basis. A total of 11 members of staff were employed by Glasgow City Council and 2 members of staff by Renfrewshire Council.

In accordance with International Accounting Standard 19 (IAS 19) – Employee Benefits, the employing councils are required to disclose certain information concerning assets, liabilities, income and expenditure, of the pension scheme. As the Cabinet does not directly employ staff, the staff pension costs of the PMO will be reflected in the figures disclosed in the financial statements of Glasgow City Council and Renfrewshire Council.

The Code requires that employee benefits are recognised in the accounts when they are earned rather than when they are paid. As a result, there is a requirement to consider notional entitlements to annual leave earned but not taken as at 31 March 2019. Employees providing professional services to the PMO are contracted to Glasgow City Council and Renfrewshire Council and therefore any notional liability will have been included within the accounts of these two Councils who hold the contracts of employment.

6. Short-term debtors and creditors

Short-term debtors are nil. The short-term creditors figure for 2018/19 of £334,188 comprises the following:-

Short-term creditors	31 March 2019 £
Gleeds Consultancy Services	24,951
Audit Scotland Audit Fee 17/18	5,487
EKOS and Training	2,635
National Panel and Commission	100,963
Fraser of Allender	20,000
Skills Development Plan	18,000
Wildcat	5,600
Renfrewshire Council	76,140
City Region 17/18 Credit Recharge	80,412
Total sundry creditors	334,188

7. Remuneration Report

Glasgow City Region – City Deal Cabinet is a Joint Committee comprising eight participating local authorities. The Cabinet does not directly employ any members of staff, with all services being provided by staff of the participating authorities on a secondment basis.

A remuneration report providing disclosures in respect of elected members and chief officers of the Councils, including those with authority and responsibility for the Cabinet are included in the Annual Accounts of each of the participating local authorities.

8. Related Parties

Glasgow City Council is the administering body responsible for the Joint Committee. The Joint Committee uses the administering body's financial and payroll systems and banking facilities. The related party transactions between the Joint Committee and Glasgow City Council are shown in the table below:

Related Party transactions and balances	2018/19 Expenditure £	2018/19 Income £	Cash and Cash Equivalents at 31 March 2019 £
Related bodies			
Glasgow City Council	390,765	390,765	334,188

9. Auditor remuneration

Audit Scotland has agreed with the Joint Committee that the audit fee would be £8,230 for the 2018/19 financial year. No fees were payable in respect of other services provided by the appointed auditor.

10. Events after the balance sheet date

There were no material events between 31 March 2019 and the date of signing that require to be reflected in the Financial Statements.

Annual Governance Statement 2018/19

Role and responsibilities

The Glasgow City Region Cabinet is a Joint Committee established under Section 57 of the Local Government (Scotland) Act 1973, by the eight member authorities.

The lead body of the Joint Committee is Glasgow City Region Cabinet which meets six times annually. The Cabinet comprises the Leaders of the participating authorities and is responsible for the strategic direction of the organisation and for approving the annual budget and business plan. The Cabinet is supported by a Chief Executives' Group, and the Programme Management Office acts as a secretariat. The Cabinet takes advice from the Independent Commission on Urban Growth and the Glasgow City Region Economic Leadership Board.

The matters reserved to the member authorities for decision making which cannot be dealt with by the Cabinet are as follows:

- Any material financial decisions over and above what has been committed through the City Deal.
- Any amendment of the Joint Committee.
- Any requests for the addition of another local authority as member authority.
- Approval by a member authority to enter into a grant agreement in relation to a specific City Deal project.

Lead Authority

Glasgow City Council is the lead authority for the Glasgow City Region Cabinet and City Deal. As lead authority, the Council holds and disburses the City Deal grant funding through grant agreements with member authorities; manages the budget for the Programme Management Office (PMO); signs grant offers with the Scottish and UK Governments; and makes disbursements to member authorities and other bodies as appropriate under the terms of the grant agreement.

Cabinet meetings

Regular meetings of the Glasgow City Region Cabinet are held on an 8 weekly basis. Occasional ad hoc meetings are also held as required. Cabinet meeting dates are listed in the Council Diary which is available at: <http://www.glasgow.gov.uk/councillorsandcommittees/calendar.asp>

Representation

The Glasgow City Region Cabinet is comprised of the Council Leaders (or their nominee) of each of the eight member authorities, and is chaired by the Leader of Glasgow City Council as lead authority.

Chief Executives' Group

A management group has been established comprising the Chief Executive of each of the member authorities (or their nominee). The group has responsibility on a collective basis for the overall supervision and management and for the monitoring of the performance of the PMO in delivering the City Deal. The group is chaired by the Chief Executive of Glasgow City Council as lead authority.

Programme Management Office

The PMO undertakes the administrative role required to support the Cabinet, its sub-groups and portfolios. The PMO is delivered by Glasgow City Council as lead authority, and the role includes:

- Provision of administrative and technical support services
- Preparation and circulation of meeting minutes and agendas
- Publishing the Cabinet processes and outcomes
- Facilitating engagement by the stakeholders, and
- Managing Cabinet communications including the Glasgow City Region website.

Support Groups

A number of support groups have been created to support the delivery of the City Deal and share knowledge and information. The remit of these groups has been agreed by the Chief Executives and covers the following areas:

- Lead Officers Group

- Finance Strategy Group
- Communications and Marketing Group
- Transport
- Audit

Scope of responsibility

As the lead authority for the Glasgow City Region Cabinet, Glasgow City Council is responsible for ensuring that its business, including that of the PMO, is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Council also has a statutory duty to make arrangements to secure best value under the Local Government in Scotland Act 2003.

In discharging this overall responsibility, the Cabinet is responsible for putting in place proper arrangements (known as the governance framework) for the governance of its affairs and facilitating the effective exercise of its functions, which includes arrangements for the management of risk. Key elements of the governance framework are noted below. The framework was in place throughout 2018/19.

The Council has approved and adopted a Local Code of Corporate Governance (the Code), which is consistent with the principles of the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) Framework: Delivering Good Governance in Local Government. A copy of The Code is available on the council's website at:

<https://glasgow.gov.uk/index.aspx?articleid=17539>

The work of the Cabinet is governed by the Code and by its Assurance Framework. This includes requirements for the preparation and production of a number of key policy documents including an Economic Strategy, a Procurement Strategy and a Risk Management Strategy. These documents set out the Cabinet's objectives together with the main risks facing the programme and the key controls in place to mitigate those risks. A Risk Register is maintained to facilitate detailed risk monitoring, and an Annual Implementation Plan is produced each year to support the Programme Business Case, which is the business case for overall delivery of the Programme. Scrutiny is provided by Internal Audit and by the Cabinet's External Auditor, Audit Scotland.

The Cabinet complies with the CIPFA Statement on "*The Role of the Chief Financial Officer in Local Government 2010*". The Glasgow City Council Executive Director of Finance has overall responsibility for the PMO's financial arrangements and is professionally qualified and suitably experienced to lead the finance function and to direct finance staff.

Review of effectiveness

The Council and Glasgow City Region Cabinet have systems of internal control designed to manage risk to a reasonable level. Internal controls cannot eliminate 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 an ongoing process designed to identify and prioritise the risks to the achievement of the Glasgow City Region Cabinet's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised.

The Assurance Framework is subject to regular review to ensure that it provides an effective governance platform for the Cabinet. A revised Assurance Framework is expected to be implemented during 2019/20.

Update on Significant Governance Issues Previously Reported

There were no significant governance issues reported in 2017/18.

Internal Audit Opinion

Assurance work undertaken within the Glasgow City Region Cabinet in 2018/19 included:

- The arrangements in place across the City Region member authorities to identify the sources of assurance that the Cabinet can rely on for the governance, risk management and control processes over the City Deal programme.
- The arrangements to gain assurance that the City Deal programme risk register is subject to regular monitoring and review. Also to confirm that mitigating actions which are identified in the risk register to minimise the likelihood and / or impact of risks which may materialise, are in place.
- A review of the processes within the Region PMO for monitoring and reporting on the financial performance of the City Deal programme, to ensure that Cabinet is presented with accurate, reliable and up-to-date information.

- The implementation of recommended actions arising from previous audit work.

Glasgow City Council's Head of Audit and Inspection has confirmed that there are no significant governance issues that require to be reported as a result of the work undertaken by Internal Audit in 2018/19 in relation to the remit of the Glasgow City Region Cabinet, and no significant governance issues have been reported by the Internal Audit teams of the member authorities during the year.

Certification

It is our opinion that reasonable assurance can be placed upon the adequacy and effectiveness of the systems of governance that operate in the Glasgow City Region Cabinet. We consider the governance and internal control environment operating during 2018/19 to provide reasonable and objective assurance that any significant risks impacting on the Glasgow City Region Cabinet's ability to achieve its objectives will be identified and actions taken to avoid or mitigate the impact.

Where areas for improvement have been identified and action plans agreed, we will ensure that they are treated as priority and progress towards implementation is reviewed by the Chief Executives' Group and the Cabinet.

We will continue to review and enhance, as necessary, our governance arrangements.