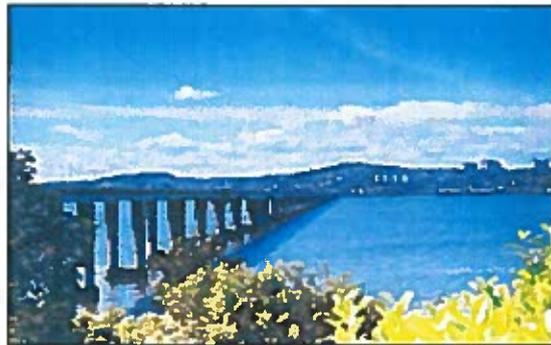




Tay Road Bridge



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**TAY ROAD BRIDGE JOINT BOARD**

**ANNUAL ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**AUDITED**



**SEPTEMBER 2018**

**TAY ROAD BRIDGE JOINT BOARD  
ANNUAL ACCOUNTS 2017/2018  
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## TAY ROAD BRIDGE JOINT BOARD MEMBERS AND OFFICIALS

The Board comprises 12 elected members who are appointed by the three constituent local authorities to serve on the Board. Dundee City Council nominates 6 members, Angus Council has 1 member and Fife Council nominates the remaining 5 members. Following the Scottish Local Government Elections that were held in May 2017 it was agreed by the Board that Dundee City Council would continue to act as lead authority to the Board, and consequently, the Council are required to appoint officers to serve as officials of the Board. At the end of financial year 2017/2018, the Members and Officials of the Board were:

### Representing Dundee City Council

Councillor Stewart Hunter (Chair)  
Councillor Bill Campbell  
Councillor Fraser Macpherson  
Councillor Lynne Short  
Councillor Margaret Richardson  
Councillor George McIrvine



### Representing Angus Council

Councillor Craig Fotheringham



### Representing Fife Council

Councillor Jonny Tepp (Vice Chair)  
Councillor Brian Thomson  
Councillor Bill Connor  
Councillor Andy Heer  
Councillor John Docherty



### Bridge Manager

Mr Alan Hutchison BEng (Hons), MSc, CEng, MICE

### Engineer

Mr Fergus Wilson BSc, MBA, CEng, MICE, MCIHT, MAPS, Dundee City Council

### Clerk

Mr Roger Mennie LLB (Hons), DipLP, Dundee City Council

### Treasurer

Mr Gregory Colgan, BAcc (Hons), ACMA, CGMA, Dundee City Council

### Contact Details:

Tay Road Bridge Joint Board website: [www.tayroadbridge.co.uk](http://www.tayroadbridge.co.uk)

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#### Clerk

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#### Treasurer

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50 North Lindsay Street  
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# TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

## INTRODUCTION

We are pleased to present the Annual Accounts for Tay Road Bridge Joint Board ("the Board") for the year ended 31st March 2018. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2017/2018 ("the Code"). This Management Commentary provides a context for the annual accounts and an analysis of the financial performance during the year. The principal risks and uncertainties facing the Board are identified, together with the potential impact and actions being taken.

The Board was established by the Tay Road Bridge Order Confirmation Act 1962 to construct and maintain the Tay Road Bridge. This Order was superseded by the Tay Road Bridge Order Confirmation Act 1991 ("the 1991 Act"). The Board's Business Model has been set up to meet the requirements of the 1991 Act.

## ORGANISATIONAL CHANGES

This year has been one of progress for staff at the bridge, particularly the Operations staff who have shown great dedication in achieving the traffic management qualifications needed to provide them with the necessary skills and confidence to help management transform how the bridge deals with breakdowns, debris and other incidents on the bridge.

The introduction of an in-house Impact Protection Vehicle (IPV) in December 2017 is aimed predominantly at improving the safety of all bridge users and staff. The IPV is used to safely protect stranded vehicles and debris from other vehicles using the bridge. This highly visible blocking vehicle means that the bridge can be kept open until expert third party recovery services arrive to quickly and carefully remove any obstruction. The outsourcing of vehicle recovery services to an experienced local firm, Ninewells Garage, is working well, and they provide the necessary experience to make sure that all types of vehicles can be recovered safely and timeously. This is a significant improvement over the previous Tay Road Bridge recovery capabilities, where vehicle recovery was limited. This way of working maximises bridge availability to all users and also provides reassurance to stranded vehicle drivers and occupants.



November 2017 saw the retirement of an experienced Bridge Officer. This post was advertised using the "myjobscotland" website favoured by all Scottish local authorities. The post was filled at the start of January 2018 following 102 applications.

The staffing levels have remained static since the retirement of the Operations Manager at the end of March 2017, with an organisational make-up of twenty-two staff members, comprising eleven shift workers (Operations staff), eight Maintenance members of staff and three members of staff dealing with all management and administrative duties.

# TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

## MANAGEMENT ARRANGEMENTS WITH SCOTTISH GOVERNMENT

During this period, the main point of contact with the Scottish Government continued to be the Trunk Road and Bus Operations Team of Transport Scotland. Meetings have been held on a regular basis between Board Officers and officers from the Trunk Road and Bus Operations Team to discuss operational and financial matters.

## CONTRACTS

The management of traffic and pedestrian users of the Tay Road Bridge has benefitted from a number of successful projects delivered in 2017/2018, with more projects due for delivery in 2018/2019 that will add resilience to the bridge's infrastructure.

### New CCTV

In December 2016 the Board approved installation of thirty new cameras for the Tay Road Bridge, designed to replace and enhance existing infrastructure. The CCTV project was completed during the summer of 2017 and has proved to be a very successful tool to help Control Room Supervisors recognise and respond to breakdowns more efficiently and accurately, notice and clear debris from the carriageway more quickly, and also assist the Police with enquiries into incidents that occur on the bridge.

### New Variable Message Signs

Following Board agreement in March 2017, VMS Ltd of Newcastle completed installation of ten new Variable Message Signs on the Tay Road Bridge and environs in February 2018. These flexible message signs allow the Tay Road Bridge to share important safety and traffic information with users more effectively than previously possible. All signs are located at key locations on the approaches to and on the bridge itself to provide advanced warning of hazardous road conditions or bridge restrictions, placed at strategic locations to make sure that drivers have sufficient notice to help them amend their driving behaviour accordingly.



### SESTRAN Park & Ride Proposal

This proposal is currently on hold subject to funding availability to SESTRAN.

### New Passenger Lift

The Board approved the manufacture and installation of a new passenger lift to serve the bridge walkway at the Dundee landfall in March 2018. The aim of the new lift, to be installed by Caltech of Dundee, is to improve lift reliability and reduce downtime, thus helping to ensure that the lift remains open to all user groups. This project is planned to commence in early August 2018, with completion by mid-September.

### New Switchgear

The tender report for this project was approved at the June 2018 Board meeting. The aim of this project is to renew and upgrade the main electrical switchgear that serves the Dundee and Fife sides of the bridge. The switchgear is over thirty years old and to minimise the risk of future failure, and thus help ensure business continuity, along with an upgrade of capacity to accept future electric vehicle charge points.

## TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

### TRAFFIC

One or both lanes on the bridge were closed on a number of occasions over the past twelve months. The table below summarises the reasons and number of occurrences:-

Wind speed > 80mph	Wind speed > 60mph	Wind speed > 45mph	Breakdowns and Minor Accidents	Operational, Miscellaneous and Police Closures
Closed to all Vehicles	Cars Only	No Double Deck buses		
1	8	39	37	537
<b>Comparator figures for 2016/2017:</b>				
0	7	43	53	394

Over the past twelve months there was one full closure due to winds exceeding 80mph and the number of wind related restrictions is in line with those recorded in 2016/2017.

The number of short term single carriageway closures to clear breakdowns and minor accidents from the bridge is 30% lower over this period when compared to 2016/2017, but Operational, Miscellaneous and Police closures have increased by 36%. This will be due in part to very short closures associated with the CCTV and VMS installation.

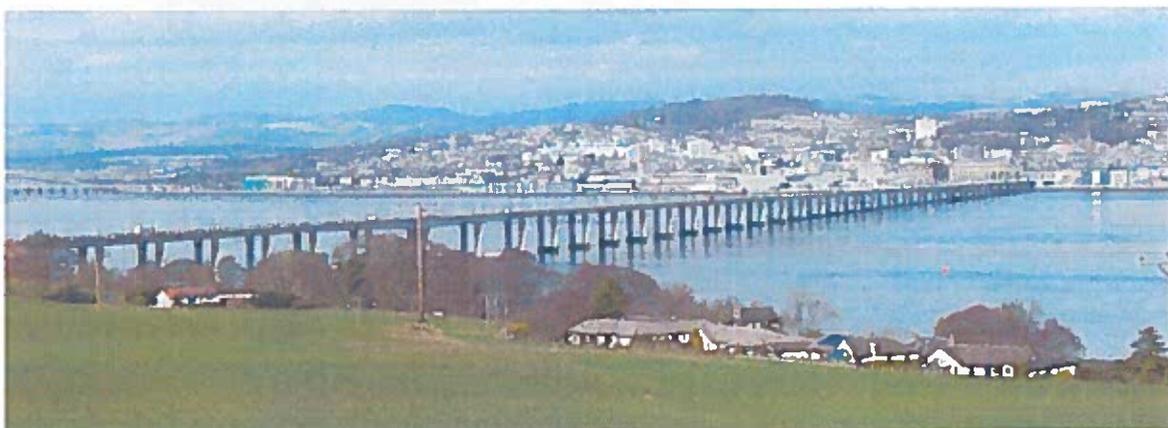
There were no full closures for works during 2017/2018 (2016/2017 = nil).

### STAFFING ISSUES

#### Staff Establishment

Staffing levels and the existing establishment stands as follows:-

	2017/2018	2016/2017
Administration	3	3
Operational	11	11
Maintenance	8	8
<b>Total</b>	<b>22</b>	<b>22</b>



## TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

### FINANCIAL PERFORMANCE REVIEW

#### *CIPFA's Telling the Story Review of the Presentation of Local Authority Financial Statements:*

Following publication in 2015 of CIPFA's Telling the Story Review of the Presentation of Local Authority Financial Statements, the 2016/2017 Code changed the segmental reporting arrangements for the Comprehensive Income and Expenditure Statement and introduced the Expenditure and Funding Analysis. The new Expenditure and Funding Analysis brings together Local Authority performance reported on the basis of expenditure measured under proper accounting practices with statutorily defined charges to the General Reserve. Both the Comprehensive Income and Expenditure Statement and the Expenditure and Funding Analysis include a segmental analysis which requires local authorities to report performance on the basis of how they are structured and how they operate, monitor and manage financial performance.

#### **Revenue Expenditure**

The Tay Road Bridge Joint Board, at its meeting on 5 December 2016, approved the 2017/2018 Revenue Budget. The final budget showed a projected break-even position. The projected General Reserve balance as at 31 March 2018 would be £1,160,591.

The Board received quarterly Revenue Monitoring reports during 2017/2018 in order to keep the members fully apprised as to the projected revenue outturn position.

The following table reconciles the Revenue Budget approved by the Board on 5 December 2016 to the revised budget figures that are included in the Comprehensive Income and Expenditure Statement shown on page 25. The actual outturn for 2017/2018 was a net overspend against budget of £13,000 before the application of accounting adjustments and the detailed variance analysis is set out on page 9. After the required accounting adjustments this gives a total General Reserve balance of £1,160,591 as at 31 March 2018 which is unchanged from the corresponding figure at 31 March 2017.

**TAY ROAD BRIDGE JOINT BOARD  
MANAGEMENT COMMENTARY**

	Approved Budget	Reallocate CFCR	Depreciation & Impairment Allocation	Net Reallocate Investment Property Inc & Exp	Employee Benefits Adjustment	Net (Gain) or Loss on Disposal of Assets	Recognised Capital Grant	IAS 19 Adjs	Revised Budget	Actual Expend/ (Income)	Over / (Under) Spend
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Administration	463	-	-	-	-	-	-	12	475	660	185
Operations	465	-	-	-	-	-	-	67	532	558	26
Plant & Equipment	297	-	-	-	-	-	-	-	297	224	(73)
Bridge Maintenance	399	-	-	(10)	3	-	-	47	439	408	(31)
CFCR	100	(100)	-	-	-	-	-	-	-	-	-
Corporate Costs	-	-	1,943	-	-	-	-	34	1,977	1,977	-
<b>Net Cost of Services</b>	<b>1,724</b>	<b>(100)</b>	<b>1,943</b>	<b>(10)</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>160</b>	<b>3,720</b>	<b>3,627</b>	<b>107</b>
Other Operating Income & Expenditure	(11)	-	-	10	-	(7)	-	-	(8)	(8)	-
Financing & Investment Income & Expenditure	(13)	-	-	-	-	-	-	68	55	43	(12)
Non-Specific Grant Income	(1,700)	-	-	-	-	-	(750)	-	(2,450)	(2,532)	(82)
<b>(Surplus) / Deficit on Provision of Service</b>	<b>-</b>	<b>(100)</b>	<b>1,943</b>	<b>-</b>	<b>3</b>	<b>(7)</b>	<b>(750)</b>	<b>228</b>	<b>1,317</b>	<b>1,330</b>	<b>13</b>
(Surplus) / Deficit on Revaluation of PPE	-	-	-	-	-	-	-	-	-	-	-
Actuarial (Gains) / Losses on Pension Assets / Liabilities	-	-	-	-	-	-	-	(2,035)	(2,035)	(2,035)	-
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>-</b>	<b>(100)</b>	<b>1,943</b>	<b>-</b>	<b>3</b>	<b>(7)</b>	<b>(750)</b>	<b>(1,807)</b>	<b>(718)</b>	<b>(705)</b>	<b>13</b>
IAS 19 Adjustments	-	-	-	-	-	-	-	1,807	1,807	1,807	-
Other IFRS Code Accounting Adjustments	-	100	(1,943)	-	(3)	7	750	-	(1,089)	(1,102)	(13)
<b>Total (Surplus)/ Deficit</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>General Reserve Balance b/fwd</b>	<b>(1,161)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,161)</b>	<b>(1,161)</b>	<b>-</b>
<b>General Reserve Balance c/fwd</b>	<b>(1,161)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,161)</b>	<b>(1,161)</b>	<b>-</b>

## TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

The following two charts show how the total 2017/2018 expenditure of the Board is apportioned. Figure 1 shows the split by the nature of expenditure, for example, staff cost, property costs, etc. and Figure 2 shows the proportion of expenditure by operational segment.

Figure 1: 2017/18 Net Cost of Services by Nature:

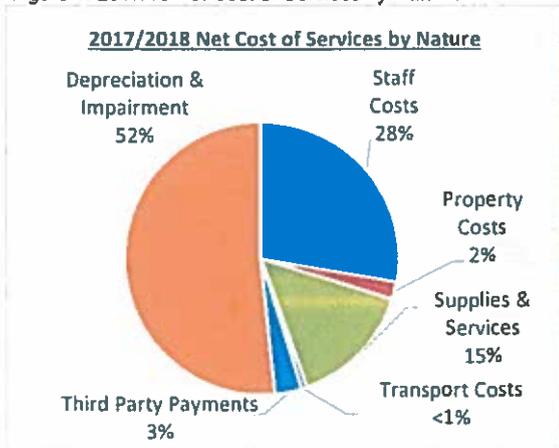
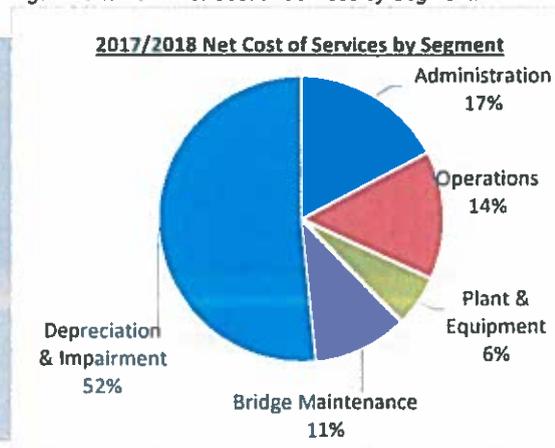


Figure 2: 2017/18 Net Cost of Services by Segment:



### *Administration (Overspend £185,000)*

This reflects increased expenditure in relation to payment of £210,000 in respects of an outstanding legal case (see section titled Settlement of Court Case on page 10 for a full description of this case). This was partly offset by lower than anticipated expenditure on various expenditure headings including annual insurance premiums, training, medicals, and IT hardware.

### *Operations (Overspend £26,000)*

This reflects increased expenditure during the year on salary costs and additional training required for the implementation of new vehicle recovery working practices. This was partly offset by lower than anticipated expenditure on staff uniforms and vehicle recoveries.

### *Plant & Equipment (Underspend £73,000)*

This reflects savings resulting from the installation of new CCTV equipment which has reduced the annual equipment maintenance and rental of digital equipment costs. In addition, there was lower than anticipated expenditure on the cathodic protection system as the monitoring system is scheduled to be replaced in 2018/2019. There were also lower than expected expenditure on various expenditure headings including electricity, equipment purchase, plant hire, materials, fuel, vehicle maintenance, harbourage costs, and principal inspections.

### *Bridge Maintenance (Underspend £31,000)*

Reflects lower than anticipated expenditure in relation to external consultant structural inspections and miscellaneous inspections and reports as a result of more inspections being undertaken in-house. In addition, expenditure on overtime, medicals, electricity, plant hire equipment maintenance, materials, and de-icing materials was lower than anticipated. These savings were partly offset by increased expenditure on training courses in relation to the introduction of the new Impact Protection Vehicle and higher than anticipated costs associated with ground maintenance.

### *Financing and Investment Income and Expenditure (Underspend £12,000)*

Reflects lower than anticipated expenditure on investment property due to less repairs required than expected as well as slightly higher than anticipated Interest on Revenue Balances as a result of increased average cash balances.

### *Non-Specific Grant Income (Increased Grant Income £82,000)*

Reflects the net overspend on other budget heads, as detailed above. Any net overspends require to be funded by applying unused revenue grants carried forward from previous years.

## TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

### *Other Accounting Adjustments (Underspend £13,000)*

Reflects net underspends on Capital Funded from Current Revenue (CFCR) projects.

### **Capital Expenditure and Financing**

During 2017/2018, the Board incurred capital expenditure of £596,000 on the following projects:-

	£000
<b>Capital Expenditure:</b>	
Vehicles	143
CCTV	159
Advanced Warning Signs	148
Other Projects	146
	596

### **Capital expenditure was funded as follows:**

	£000
Capital Grant from the Scottish Government	502
CFCR	87
Capital Receipts	7
	596

### **Control of Revenue and Capital Expenditure**

The control of both the revenue and capital expenditure of the Board is an on-going and substantial exercise which requires a positive contribution from staff and elected members to ensure that the Board's financial objectives are achieved and that the financial resources are fully utilised.

### **Pension Liability (IAS 19)**

Under IAS 19 (Employee Benefits) the Board is required to include figures in its Statement of Accounts relating to the assets, liabilities, income and expenditure of the pension schemes for its employees. It has been estimated that the Board had a net pension liability of £738,000 as at 31 March 2018. The estimated net pension liability at 31 March 2017 was £2,545,000. The overall decrease was due to a decrease in the liabilities arising from changes to the financial and demographic assumptions, partly offset by an actuarial loss.

### **Settlement of Court Case**

Tay Road Bridge Joint Board raised a Court Action in 2010 as a result of a defect identified in the inspection gantry runway beams which were replaced in the 1980s. When the original Summons was prepared, it was thought that the Board could rely upon the terms of the Contract in terms of Section 7 of the Prescription and Limitation (Scotland) Act 1973. The beams were replaced in 1989 but the defects did not become apparent until 2004. The Contract allowed for a period of 20 years for defects to be remedied once noticed (which would be 2024 in the view of our legal advice). The Summons was prepared in 2010 which would be well within the 20 year defect liability period.

As this was a complicated engineering issue, referrals had to be made to engineering experts and Junior and Senior Counsel. The case was sisted (suspended) for a period of time while both parties prepared their case. In the meantime, the case of David T Morrison & Co Ltd -v- ICL Plastics Scotland was determined in 2015 by the Supreme Court and this was deemed to change the accepted understanding of the law of prescription in Scotland. By 2016, both parties were prepared to proceed to a full hearing (Proof) but the case of Gordon Trustees -v- Campbell Paterson was issued in March 2016. The effect of that was to further change the accepted understanding of the law of prescription in Scotland and allow the Defenders pleas that they claimed that the action had been prescribed. The decision was unexpected and had it proceeded to a Proof in March 2016 as arranged the Board would have lost the case on the basis of prescription but would also have incurred further considerable expense of the Proof Hearing. It was agreed at that point that the case would be further sisted (suspended) until the Gordon case proceeded to the Supreme Court.

## **TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY**

The issues regarding the law of prescription in Scotland were considered to be so important that the Gordon case was appealed to the Supreme Court and the decision was received in late 2017. Unfortunately, the decision of the Court of Session regarding the prescription was upheld by the Supreme Court and the position on the law of prescription as outlined in the Gordon case is now agreed to be the law of Scotland.

As a result and as advised by Senior Counsel there was no realistic prospect of succeeding in the Court case and a settlement was agreed. The Board requires to pay the Defenders expenses of £210,000 which are included as expenditure in the Administration section of the Comprehensive Income and Expenditure Statement and as a creditor in the Balance Sheet.

### **PRINCIPAL RISKS AND UNCERTAINTIES**

As part of the ongoing management of risk, senior officers conduct an annual review of strategic risk management issues which are reported to the Board. The updated Strategic Risk Register details the key risks faced by the Board and the existing controls in place. These are summarised as follows:

- Legislative changes e.g. Health and Safety, environmental, procurement. The Board maintains awareness of changes to legislation and amends policies and procedures timeously.
- Effects of changes to the economy impacting grant funding. The Board maintains financial planning, monitoring and control systems.
- Loss of structure / operational capacity through ship impact, etc. The Board has Insurance cover, has provided pier protection system at navigation spans, maintains security through CCTV and 24 hour site attendance. In addition, Dundee Port Authority has controls and procedures governing navigation of vessels on the river.
- Loss of operational capacity through loss of bridge / buildings. The Board maintains a regular inspection programme and maintenance of assets.
- Losses through poor governance. The Board continues to review and apply governance policies.
- Failure to deliver projects to time and / or cost. The Board adopts robust project management procedures.
- Lack of financial resources. The Board's submission of applications for grant income includes robust estimates as back up. There is regular monitoring and control of expenditure against agreed budgets. Reserves are reviewed and maintained at prudent levels.
- Lack of staff resources, e.g. from pandemic, industrial action, recruitment issues. The Board maintains and reviews it's Business Continuity Plans, consults with staff and trade unions on employment matters, manages staff absences, plans recruitment requirements in advance, and maintains a programme of staff training.

### **PERFORMANCE MANAGEMENT**

Due to the limited nature of the operations at the Bridge Board there are no performance measures in place. Bridge availability statistics are collected and reported at the quarterly Board meetings and reported in the Annual Accounts (see page 6).

### **FUTURE DEVELOPMENTS**

The Board recognises the impact of continuing financial pressures created by the current economic climate and as a consequence it continues to seek to generate efficiencies and utilise limited resources in an effective manner.

### **CONCLUSIONS**

Sound financial management and effective risk management have enabled the Board to successfully manage its financial and operational performance during 2017/2018. However, significant risks surrounding future uncertainties continue to affect plans for the Board to effectively manage budgetary pressures.

## TAY ROAD BRIDGE JOINT BOARD MANAGEMENT COMMENTARY

### Acknowledgements

During the 2017/2018 financial year the Board's financial position has required continuous scrutiny and strict budgetary control. We would like to thank the Bridge Engineer and the Bridge staff for their assistance in controlling the Board's expenditure and income. In addition, we wish to mention our appreciation of the help and co-operation provided during the financial year by the elected members and by Roger Mennie, Clerk to the Board.

Finally, we would conclude our report by thanking all staff who contributed to the preparation of the Board's 2017/2018 Annual Accounts.



**Gregory Colgan, BAcc (Hons),  
ACMA, CGMA  
Treasurer  
Tay Road Bridge  
Joint Board  
10 September 2018**



**Alan Hutchison  
Bridge Manager  
Tay Road Bridge  
Joint Board  
10 September 2018**



**Stewart Hunter  
Chair  
Tay Road Bridge  
Joint Board  
10 September 2018**

# TAY ROAD BRIDGE JOINT BOARD ANNUAL GOVERNANCE STATEMENT

## Scope of Responsibility

Tay Road Bridge Joint Board is responsible for ensuring that its business is conducted in accordance with the law and appropriate standards. This is to ensure that public funds and assets at its disposal are safeguarded, properly accounted for and used economically, efficiently, effectively, and ethically. The Joint Board also has a duty to make arrangements to secure continuous improvement in the way its functions are carried out.

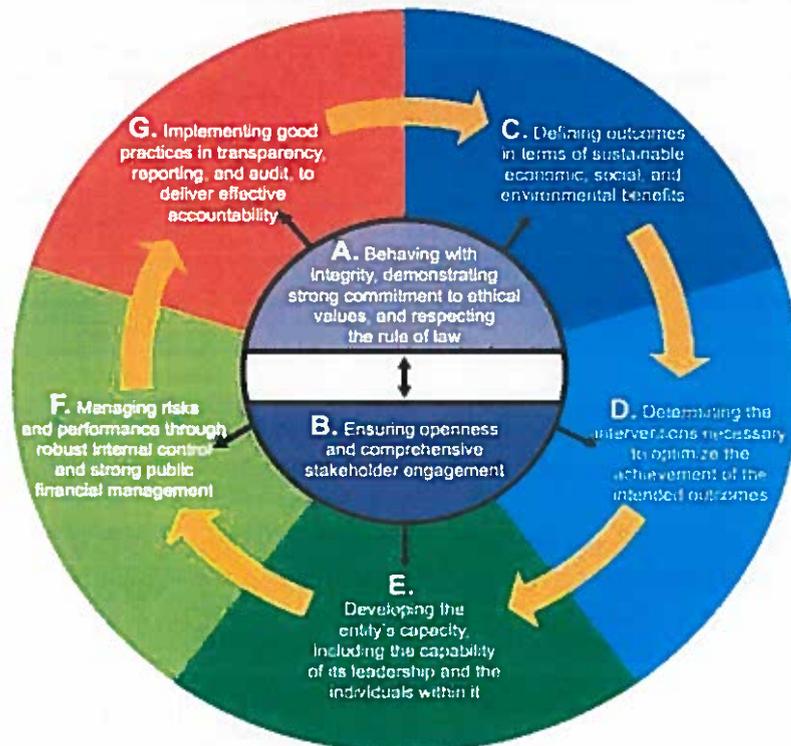
In discharging these responsibilities elected members and senior officers are responsible for implementing effective arrangements for governing the Joint Board's affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk.

At the June 2018 Board meeting the Joint Board approved and adopted an updated Local Code of Corporate Governance that is consistent with the principles of the CIPFA/SOLACE (Chartered Institute of Public Finance & Accountancy / Society of Local Authority Chief Executives) framework *Delivering Good Governance in Local Government (2016)*. This statement explains how Tay Road Bridge Joint Board delivers good governance and reviews the effectiveness of these arrangements.

## The Joint Board's Governance Framework

The governance framework comprises the systems, processes, cultures and values by which the Joint Board is directed and controlled. It also describes the way it engages with and accounts to stakeholders. It enables the Joint Board to monitor the achievement of its strategic objectives and consider whether those objectives have led to the delivery of appropriate, cost-effective services.

The framework reflects the arrangements in place to meet the seven supporting principles of effective corporate governance. These are as follows:



Within the overall control arrangements the system of internal financial control is intended to ensure that assets are safeguarded, transactions are authorised and properly recorded, and material errors or irregularities are either prevented or would be detected within a timely period. It is based on a framework of regular management information, financial regulations, administrative procedures and management supervision.

## TAY ROAD BRIDGE JOINT BOARD ANNUAL GOVERNANCE STATEMENT

The overall control arrangements include:

- reporting financial and operational information regularly to Joint Board meetings;
- clearly defined Standing Orders and Schemes of Administration covering Financial Regulations, Tender Procedures and Delegation of Powers;
- approved Fraud Guidelines which include anti-fraud and corruption strategies, and "whistle-blowing" arrangements under the Public Interest Disclosure Act 1998;
- formal revenue and capital budgetary control systems and procedures; and
- the assurances provided by Internal Audit through their independent review work of the Joint Board's internal control systems.

Additionally, in order to support Chief Financial Officers in the fulfilment of their duties and to ensure that local authority organisations have access to effective financial advice of the highest level, CIPFA's *Role of the Chief Financial Officer (2016)* has introduced a "comply or explain" requirement in the Annual Accounts.

The Treasurer complies with the principles set out in CIPFA's *Role of the Chief Financial Officer (2016)*.

### Review of Effectiveness

Members and officers of the Joint Board are committed to the concept of sound governance and the effective delivery of Joint Board services and take into account comments made by internal and external auditors and prepare action plans as appropriate. In addition the Joint Board has made a self-assessment of their own arrangements. This involved the completion, by the Bridge Manager, of a 94-point checklist covering the seven supporting principles defined in CIPFA/SOLACE's *Delivering Good Governance in Local Government (2016)*. This indicated a high level of compliance. The Joint Board's Internal Audit provider conforms with Public Sector Internal Audit Standards and reports to the Joint Board. Internal Audit undertakes an annual programme of work, which is reported to the Joint Board. The Internal Auditor provides an independent opinion on the adequacy and effectiveness of the system of internal control.

In the opinion of the Joint Board's Internal Auditor, Tay Road Bridge Joint Board operates adequate and effective internal control systems and proper arrangements are in place to promote and secure Value for Money.

### Continuous Improvement Agenda

The Joint Board's progress against the Continuous Improvement Agenda items for 2017/2018 are detailed in Table 1. One item is still in progress and has been carried forward to be actioned in 2018/2019. Additional areas for improvement have also been identified by Joint Board Officers and these are included on Table 2 and form the Continuous Improvement Action Plan for 2018/2019. These were identified in the self-assessment checklists that were completed as part of the Joint Board's assurance gathering process and also from Internal Audit reviews.

It is proposed that during 2018/2019 steps are taken to address the outstanding items identified in the Continuous Improvement Agenda to further enhance the Joint Board's governance arrangements.

The annual review demonstrates sufficient evidence that the code's principles of delivering good governance in local government operated effectively and the Joint Board complies with the Local Code of Corporate Governance in all significant respects.



Stewart Hunter

Chair

Tay Road Bridge Joint Board

10 September 2018



Alan Hutchison

Bridge Manager

Tay Road Bridge Joint Board

10 September 2018

**ANNUAL GOVERNANCE STATEMENT**

**TABLE 1 - IMPROVEMENT AGENDA FOR 2017/2018**

	<b>Improvement</b>	<b>Principle</b>	<b>Code Reference</b>	<b>Responsible Officer</b>	<b>Target Completion Date</b>	<b>Actual Completion Date</b>	<b>Progress Update</b>
1	Induction Training for new Members.	1 5	1.1; 2.4 - 2.4b	Senior Officers	31/03/2018	29/8/17 & 31/8/17	Conducted by Bridge Manager and Board Accountant.
2	Update the Standing Orders, including the Scheme of Delegation, Tender Procedures, & Financial Regulations.	1 5 6	1.1, 1.3, 1.4, 2.2 - 2.4; 2.2; 2.5.	Clerk	30/09/2017	05/03/2018	Reported to Board meeting on 5 March 2018 and included on Board Documents page on TRB website.
3	Update the Local Code of Corporate Governance to reflect updated CIPFA Guidance.	1 5 7	1.2 - 1.4; 2.4c, 3.4; 2.3.	Bridge Manager & Treasurer	30/09/2017	08/06/2017	Reported to Board meeting on 19 June 2017 and included on Board Documents page on TRB website.
4	Declaration of Interest to be added as a Standing Item on the Board's meeting agenda.	1	1.4	Clerk	30/09/2017	19/06/2017	Added to Standing Agenda Items for every Board meeting.
5	Produce an up-to-date Register of Interests for employees.	1	1.4	Bridge Manager	31/03/2018	07/03/2018	Register completed for Bridge Management involved in contract awarding.
6	Produce a Register of Members Interests specific to the Board.	1	1.4	Clerk	31/03/2018	16/02/2018	Produced using information on Constituent Council's websites.
7	Equalities and Human Rights training for all employees.	1	2.2	Bridge Manager	31/03/2018	n/a	Ongoing. Estimated completion in summer 2018. Carried forward to 2018/2019. *

\* Carried forward items have been included in Table 2 with new target completion dates.

**ANNUAL GOVERNANCE STATEMENT**

**TABLE 2 - IMPROVEMENT AGENDA FOR 2018/2019**

	<b>Improvement</b>	<b>Principle</b>	<b>Code Reference</b>	<b>Responsible Officer</b>	<b>Target Completion Date</b>	<b>Details</b>
1	Equalities and Human Rights training for all employees.	1 5	2.2 2.4	Bridge Manager	31/03/2018	Carried forward from 2017/2018. In progress.
2	Training for Bridge Management to avoid unconscious bias recruitment.	1	2.1	Bridge Manager	31/12/2018	Source: Annual Governance Statement Self-Assessment Checklist.
3	Introduce Personal Harassment Policy.	1	2.3	Bridge Manager	31/03/2019	Source: Annual Governance Statement Self-Assessment Checklist.
4	Update Data Protection procedures to ensure compliance with GDPR.	1 6	3.4 4.1 & 4.2	Bridge Manager	31/12/2018	Source: Meeting with Information Governance Officer and Internal Audit review of Data Protection.
5	Review the Board's website in terms of its quality in delivering information to bridge users and implement improvements.	2 5	3.3 2.5	Bridge Manager	31/03/2019	Source: Annual Governance Statement Self-Assessment Checklist.
6	Introduce Mental Health awareness initiatives for the workforce.	5	2	Bridge Manager	31/03/2019	Source: Annual Governance Statement Self-Assessment Checklist.

# TAY ROAD BRIDGE JOINT BOARD ANNUAL REMUNERATION REPORT

## INTRODUCTION

The Board is required to prepare and publish within its Annual Accounts an annual Remuneration Report under the Local Authority Accounts (Scotland) Amendment Regulations 2014. The report sets out the remuneration of the Chair and Vice-Chair and Senior Employees of the Board and accrued pension benefits of the Senior Employees of the Board. The report also provides information on the number of Board employees (including Senior Employees) whose total actual remuneration was £50,000 or more, this information being disclosed in salary bandings of £5,000 above £50,000. The following report has been prepared in accordance with the aforementioned Regulations and also in accordance with other relevant guidance.

The Board's External Auditor is required to audit certain parts of the Remuneration Report and give a separate opinion in his report on the Annual Accounts as to whether the Remuneration Report has been properly prepared in accordance with the Regulations. All of the tables in this report are subject to audit, and the remainder of the report is subject to review.

## REMUNERATION ARRANGEMENTS

### Senior Board Members

The remuneration of Councillors is regulated by the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 (SSI No. 2007/183). The Regulations set out the remuneration payable to Councillors with the responsibility of a Chair or Vice-Chair of a Joint Board. The Regulations require the remuneration to be paid by the Council of which the Chair or Vice-Chair is a member.

The Board has an arrangement with each Council which remunerates the Chair and Vice-Chair, to reimburse the Council for the additional costs of that councillor arising from them being a Chair or Vice-Chair 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.

The remuneration details for the Chair and Vice-Chair of Tay Road Bridge Joint Board are set out in Table 1.

### Senior Employees

The salary of Senior Employees is set by reference to national agreements. The salaries of senior employees of the Board take into account the duties and responsibilities of their posts. The Board is responsible for agreeing the salaries of senior employees. All Board employees are entitled to participate in Dundee City Council's Contract Car Hire Scheme, subject to meeting certain criteria. The Council's Policy & Resources Committee is responsible for agreeing the terms of the Contract Car Hire Scheme.

For the purposes of the Remuneration Report, the Regulations set out the following criteria for designation as a Senior Employee of the Board:

- (i) 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;
- (ii) 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
- (iii) annual remuneration, including any remuneration from a local authority subsidiary body, is £150,000 or more.

The Board has determined that one employee met the criteria for designation as a Senior Employee in 2017/2018, with the employee falling into category (i) above. The remuneration details for the Senior Employees of the Board are set out in Table 2.

The Regulations also require information to be published on the total number of Board employees (including Senior Employees) whose total actual remuneration was £50,000 or more. This information is to be disclosed in salary bandings of £5,000 above £50,000 and is shown in the following table.

Remuneration Bands	No of Employees	No of Employees
	2017/2018	2016/2017
£50,000 - £54,999	1	1
<b>Total</b>	<b>1</b>	<b>1</b>

## TAY ROAD BRIDGE JOINT BOARD ANNUAL REMUNERATION REPORT

### EXIT PACKAGES

There were no exit packages agreed during 2017/2018 (2016/2017: five). Details are set out in Table 4.

### ACCRUED PENSION BENEFITS

Pension benefits for Local Government Employees are provided through the Local Government Pension Scheme (LGPS). A new Local Government Pension Scheme (Scotland) came into effect on 1 April 2015 based on career average related earnings (CARE Scheme).

From 1 April 2009 a five tier contribution system was introduced with contributions from scheme members being based on how much pay falls into each tier. This is designed to give more equality between the cost and benefits of scheme membership. Prior to 2009, contribution rates were set at 6% for all non-manual employees. The members' contribution rates for 2017/2018 remain at the 2009/2010 rates although the pay bandings have been adjusted. The tiers and contribution rates are as follows:

Whole Time Pay	Contribution Rate 2017/2018	Whole Time Pay	Contribution Rate 2016/2017
On earnings up to and including £20,700	5.50%	up to and including £20,500	5.50%
On earnings above £20,700 and up to £25,300	7.25%	above £20,500 and up to £25,000	7.25%
On earnings above £25,300 and up to £34,700	8.50%	above £25,000 and up to £34,400	8.50%
On earnings above £34,700 and up to £46,300	9.50%	above £34,400 and up to £45,800	9.50%
On earnings above £46,300	12%	above £45,800	12%

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

There is no automatic entitlement to a lump sum. Members may opt to give up (commute) pension for lump sum up to the limit set by the Finance Act 2004. The accrual rate guarantees a pension based on 1/49th of average pensionable salary and years of pensionable service. Prior to 2015 the accrual rate guaranteed a pension based on 1/60<sup>th</sup> of final pensionable salary and years of pensionable service. Prior to 2009 the accrual rate guaranteed a pension based on 1/80<sup>th</sup> and a lump sum based on 3/80<sup>th</sup> of final pensionable salary and years of pensionable service.

### Senior Employees

The accrued pension benefits for Senior Employees are set out in Table 3, together with the pension contributions made by the Board.

### Assumptions and Contextual Information

The value of the accrued pension benefits has been calculated on the basis of the age at which the person will first become entitled to receive a pension on retirement without reduction on account of its payment at that age; without exercising any option to commute pension entitlement into a lump sum; and without any adjustment for the effects of future inflation. 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.

In considering the accrued pension benefits figures the following contextual information should be taken into account:

- (i) the figures for pension and lump sum are illustrative only in light of the assumptions set out above and do not necessarily reflect the actual benefits that any individual may receive upon retirement.
- (ii) the accrued benefits figures are reflective of the pension contributions that both the employer and the scheme member have made over a period of time. In 2017/2018, the scheme member contribution rate for Senior Employees of the Board was 7.9% of pensionable pay (2016/2017: 8.0%). In 2017/2018, the employer contribution rate was 17% of pensionable pay for Senior Employees (2016/2017: 17%).



**Stewart Hunter**  
Chair

**Tay Road Bridge Joint Board**  
10 September 2018



**Alan Hutchison**  
Bridge Manager

**Tay Road Bridge Joint Board**  
10 September 2018

**TABLE 1 – REMUNERATION OF COUNCILLORS WHO ARE CHAIR AND VICE-CHAIR OF TAY ROAD BRIDGE JOINT BOARD**

Councillor Name	Responsibility	Salary, Fees & Allowances £	Taxable Expenses £	Total Remuneration 2017/2018 £	Total Remuneration 2016/2017 £
Stewart Hunter	Chair, Tay Road Bridge Joint Board (from 18 June 2017)	3,316	-	3,316	-
Jonny Tepp	Vice-Chair, Tay Road Bridge Joint Board (from 18 June 2017)	3,000	-	3,000	-
Margaret Taylor	Chair, Tay Road Bridge Joint Board (to 4 May 2017)	616	14	630	4,238
Jimmy Black	Vice-Chair, Tay Road Bridge Joint Board (to 4 May 2017)	290	-	290	3,170
<b>Total</b>		<b>7,222</b>	<b>14</b>	<b>7,236</b>	<b>7,408</b>

**TABLE 2 – REMUNERATION OF SENIOR EMPLOYEES**

Employee Name	Post Title	Salary, Fees & Allowances £	Total Remuneration 2017/2018 £	Total Remuneration 2016/2017 £
Alan Hutchison	Bridge Manager	54,045	54,045	53,510
<b>Total</b>		<b>54,045</b>	<b>54,045</b>	<b>53,510</b>

**TABLE 3 – SENIOR EMPLOYEES ACCRUED PENSION BENEFITS**

Employee Name	Post Title	Pension as at 31 March 2018 £000	Pension Difference from 31 March 2017 £000	Lump Sum as at 31 March 2018 £000	Lump Sum Difference from 31 March 2017 £000	Pension Contribution 2017/2018 £000	Pension Contribution 2016/2017 £000
Alan Hutchison	Bridge Manager	12	2	8	-	9	9
<b>Total</b>		<b>12</b>	<b>2</b>	<b>8</b>	<b>-</b>	<b>9</b>	<b>9</b>

**TABLE 4 – TERMINATION BENEFITS AND EXIT PACKAGES**

There were no Voluntary Early Retirements or Voluntary Redundancy Schemes in operation during 2017/2018.

During 2016/2017, as part of a revision to the staff structure of the Operations Team, the Board approved Voluntary Early Retirement and Voluntary Redundancy schemes. The table below details the total number and cost of employee departures agreed under these schemes, split over various cost bandings. The total cost of these exit packages includes the strain on fund payable by the Board to the relevant pension scheme, employers contribution to any enhancement of service awarded (i.e. added years benefits) or redundancy payments made. These costs are included on an actuarial basis and have been calculated by the Board's appointed actuary, Barnett Waddingham (where no actuarial valuation was provided by the actuary an estimate of the capitalised cost has been made based on the required future payments to the relevant pension schemes).

Exit Package Cost Band	Total Number of exit packages by cost band		Total cost of exit packages in each cost band	
	2016/2017 £000	2017/2018 £000	2016/2017 £000	2017/2018 £000
£20,001 - £40,000	1	-	39	-
£40,001 - £60,000	1	-	44	-
£80,001 - £100,000	1	-	87	-
£100,000 - £150,000	1	-	108	-
£150,001 - £250,000	1	-	186	-
<b>Total</b>	<b>5</b>	<b>-</b>	<b>464</b>	<b>-</b>

**TAY ROAD BRIDGE JOINT BOARD  
STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS**

**The Board's responsibilities**

The Board is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs (section 95 of the Local Government (Scotland) Act 1973). In this Board, that officer is the Treasurer;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- ensure the Annual Accounts are prepared in accordance with legislation (The Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland Act 2003); and
- approve the Audited Annual Accounts.

I confirm that these Annual Accounts were approved for signature by the Joint Board at its meeting on 10 September 2018.

Signed on behalf of Tay Road Bridge Joint Board

  
\_\_\_\_\_  
**Stewart Hunter**  
Chair  
**Tay Road Bridge Joint Board**  
10 September 2018

**The Treasurer's responsibilities**

The Treasurer is responsible for the preparation of the Board's Annual Accounts in accordance with proper practices as required by legislation and set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ('the Code of Practice').

In preparing the Annual Accounts, the Treasurer has:

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

The Treasurer has also:

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

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

  
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**Gregory Colgan, BAcc (Hons), ACMA, CGMA**  
Treasurer  
**Tay Road Bridge Joint Board**  
10 September 2018

## TAY ROAD BRIDGE JOINT BOARD EXPENDITURE AND FUNDING ANALYSIS

The objective of the Expenditure and Funding Analysis is to demonstrate how the funding available to the Board (i.e. government grants) for the year has been used in providing services in comparison with those resources consumed or earned by the Board in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes between the Board's operational divisions. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

2016/2017			2017/2018		
Net Expenditure Chargeable to General Fund £000	Adjustments between the Funding and Accounting Basis £000	Net Expenditure in the CIES £000	Net Expenditure Chargeable to General Fund £000	Adjustments between the Funding and Accounting Basis £000	Net Expenditure in the CIES £000
					<b>Expenditure</b>
396	4	400	652	8	Administration
719	(46)	673	488	70	Operations
242	-	242	224	-	Plant and Equipment
321	29	350	360	48	Bridge Maintenance
-	2,364	2,364	-	1,977	Corporate Costs
<b>1,678</b>	<b>2,351</b>	<b>4,029</b>	<b>1,724</b>	<b>2,103</b>	<b>Net Cost Of Services</b>
(1,678)	(440)	(2,118)	(1,724)	(773)	Other Operating Income & Expenditure
<b>-</b>	<b>1,911</b>	<b>1,911</b>	<b>-</b>	<b>1,330</b>	<b>(Surplus) or Deficit</b>
1,161			1,161		Opening General Reserve Balance
<b>-</b>			<b>-</b>		<b>Less / Add Surplus or (Deficit) on General Reserve Balance in year</b>
<b>1,161</b>			<b>1,161</b>		<b>Closing General Reserve Balance at 31 March</b>

## TAY ROAD BRIDGE JOINT BOARD EXPENDITURE AND FUNDING ANALYSIS

### ADJUSTMENTS BETWEEN FUNDING AND ACCOUNTING BASIS

This note provides a reconciliation of the main adjustments to Net Expenditure Chargeable to the General Reserve to arrive at the amounts in the Comprehensive Income and Expenditure Statement. The relevant transfers between reserves are explained in the Movement in Reserves Statement.

2017/2018

Adjustments from General Reserve to arrive at Comprehensive Income & Expenditure Statement Amounts	Adjustments between Funding & Accounting Basis				
	<i>Explanatory Notes:</i>	Net Change			Total Adjustments
		Adjustments for Capital Purposes	for the Pensions Adjustment	Other Differences	
		(1)	(2)	(3)	
	£000	£000	£000	£000	
Administration	-	8	-	8	
Operations	-	70	-	70	
Plant & Equipment	-	-	-	-	
Bridge Maintenance	-	48	-	48	
Corporate Costs	1,943	34	-	1,977	
<b>Net Cost of Services</b>	<b>1,943</b>	<b>160</b>	<b>-</b>	<b>2,103</b>	
<b>Other Operating Income &amp; Expenditure from the Expenditure &amp; Funding Analysis</b>	<b>(844)</b>	<b>68</b>	<b>3</b>	<b>(773)</b>	
<b>Difference between General Reserve Surplus or Deficit and CIES Surplus or Deficit on the Provision of Services</b>	<b>1,099</b>	<b>228</b>	<b>3</b>	<b>1,330</b>	

2016/2017

Adjustments from General Reserve to arrive at Comprehensive Income & Expenditure Statement Amounts	Adjustments between Funding & Accounting Basis				
	<i>Explanatory Notes:</i>	Net Change			Total Adjustments
		Adjustments for Capital Purposes	for the Pensions Adjustment	Other Differences	
		(1)	(2)	(3)	
	£000	£000	£000	£000	
Administration	-	4	-	4	
Operations	-	(46)	-	(46)	
Plant & Equipment	-	-	-	-	
Bridge Maintenance	-	29	-	29	
Corporate Costs	1,943	421	-	2,364	
<b>Net Cost of Services</b>	<b>1,943</b>	<b>408</b>	<b>-</b>	<b>2,351</b>	
<b>Other Operating Income &amp; Expenditure from the Expenditure &amp; Funding Analysis</b>	<b>(500)</b>	<b>60</b>	<b>-</b>	<b>(440)</b>	
<b>Difference between General Reserve Surplus or Deficit and CIES Surplus or Deficit on the Provision of Services</b>	<b>1,443</b>	<b>468</b>	<b>-</b>	<b>1,911</b>	

## TAY ROAD BRIDGE JOINT BOARD EXPENDITURE AND FUNDING ANALYSIS

### Explanatory Notes:

- 1) Adjustments for capital purposes - this column adds in depreciation and impairment and revaluation gains and losses in the services line and for:
  - a) Other operating expenditure - adjustments for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
  - b) Financing and investment income and expenditure - the statutory charges for capital financing ie loan repayments and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
  - c) Taxation and non-specific grant income and expenditure - capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year.
- 2) Net change for the removal of pension contributions and the addition of IAS 19 Employee Benefits pension related expenditure and income:
  - a) For services this represents the removal of the employer pension contributions made by the Board as allowed by statute and the replacement with current service costs and past service costs.
  - b) For Financing and investment income and expenditure - the net interest on the defined benefit liability is charged to the Comprehensive Income and Expenditure Statement.
- 3) Other differences between amounts debited / credited to the Comprehensive Income and Expenditure Statement and amounts payable /receivable to be recognised under statute:
  - a) For Financing and investment income and expenditure - the other differences column recognises adjustments to the General Reserve for the re-measurement of the revenue costs / income associated with financial instruments.
  - b) For Financing and investment income and expenditure - the other differences column recognises interest payable / receivable being reclassified as a corporate cost.

### EXPENDITURE AND INCOME ANALYSED BY NATURE

The Board's expenditure and income is analysed as follows:

	2016/2017	2017/2018
	Net Expenditure / (Income) £000	Net Expenditure / (Income) £000
<b>Expenditure:</b>		
Staff Costs	1,046	1,062
Property Costs	84	79
Supplies & Services	422	565
Transport Costs	29	25
Third Party Payments	84	119
Corporate Costs	2,364	1,977
<b>Total Expenditure</b>	<b>4,029</b>	<b>3,827</b>
<b>Income:</b>		
Fees, Charges & Other Service Income	(1)	(8)
Interest & Investment Income	36	43
Government Grants & Contributions	(2,153)	(2,532)
<b>Total Income</b>	<b>(2,118)</b>	<b>(2,497)</b>
<b>(Surplus) or Deficit on Provision of Services</b>	<b>1,911</b>	<b>1,330</b>

## TAY ROAD BRIDGE JOINT BOARD COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices.

2016/2017			2017/2018			
Gross Expenditure £000	Gross Income £000	Net Expenditure/ (Income) £000	Budgeted Net Expenditure (unaudited) £000	Gross Expenditure £000	Gross Income £000	Net Expenditure/ (Income) £000
						<b>Expenditure</b>
400	-	400	475	660	-	660
673	-	673	532	558	-	558
242	-	242	297	224	-	224
350	-	350	439	408	-	408
2,364	-	2,364	1,977	1,977	-	1,977
<b>4,029</b>	<b>-</b>	<b>4,029</b>	<b>3,720</b>	<b>3,827</b>	<b>-</b>	<b>3,827</b>
						<b>Net Cost Of Services</b>
-	(1)	(1)	(8)	-	(8)	(8)
						<b>Other Operating Income &amp; Expenditure (note 6)</b>
60	(24)	36	55	68	(25)	43
						<b>Financing and Investment Income and Expenditure (note 7)</b>
-	(2,153)	(2,153)	(2,450)	-	(2,532)	(2,532)
						<b>Non-Specific Grant Income (note 8)</b>
<b>4,089</b>	<b>(2,178)</b>	<b>1,911</b>	<b>1,317</b>	<b>3,895</b>	<b>(2,565)</b>	<b>1,330</b>
						<b>Net Deficit on Provision of Services</b>
31	(9)	22	-	-	-	-
						<b>Net deficit on revaluation of PPE</b>
1,934	(1,471)	463	(2,035)	242	(2,277)	(2,035)
						<b>Actuarial (Gains) / Losses on Pension Assets / Liabilities</b>
<b>1,965</b>	<b>(1,480)</b>	<b>485</b>	<b>(2,035)</b>	<b>242</b>	<b>(2,277)</b>	<b>(2,035)</b>
						<b>Other Comprehensive Income and Expenditure</b>
<b>6,054</b>	<b>(3,658)</b>	<b>2,396</b>	<b>(718)</b>	<b>4,137</b>	<b>(4,842)</b>	<b>(705)</b>
						<b>Total Comprehensive Income and Expenditure</b>

## TAY ROAD BRIDGE JOINT BOARD MOVEMENT IN RESERVES STATEMENT

The Movement on Reserves Statement shows the movement from the start of the year to the end on the different reserves held by the Board, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure) and 'unusable reserves.' The Statement shows how the movements in year of the Board's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices. The Net Increase / (Decrease) line shows the statutory General Reserve Balance movements in the year following those adjustments.

	Revenue Reserves	Capital Reserves			
	General Fund Balance	Capital Grants Unapplied Account	Total Usable Reserves	Unusable Reserves	Total Board Reserves
	£000	£000	£000	£000	£000
<b>Balance at 31 March 2016</b>	<b>(1,161)</b>	<b>(876)</b>	<b>(2,037)</b>	<b>(70,776)</b>	<b>(72,813)</b>
<b><u>Movement in Reserves during 2016/2017</u></b>					
<b>Total Comprehensive Expenditure and Income</b>	<b>1,911</b>	<b>-</b>	<b>1,911</b>	<b>485</b>	<b>2,396</b>
Adjustments between accounting basis & funding basis under regulations (note 5)	(1,911)	(423)	(2,334)	2,334	-
<b>Net (Increase) / Decrease before Transfers to Earmarked Reserves</b>	<b>-</b>	<b>(423)</b>	<b>(423)</b>	<b>2,819</b>	<b>2,396</b>
Transfers to / (from) Earmarked Reserves	-	-	-	-	-
<b>(Increase) / Decrease in 2016/2017</b>	<b>-</b>	<b>(423)</b>	<b>(423)</b>	<b>2,819</b>	<b>2,396</b>
<b>Balance at 31 March 2017 carried forward</b>	<b>(1,161)</b>	<b>(1,299)</b>	<b>(2,460)</b>	<b>(67,957)</b>	<b>(70,417)</b>
<b><u>Movement in Reserves during 2017/2018</u></b>					
<b>Total Comprehensive Expenditure and Income</b>	<b>1,330</b>	<b>-</b>	<b>1,330</b>	<b>(2,035)</b>	<b>(705)</b>
Adjustments between accounting basis & funding basis under regulations (note 5)	(1,330)	(248)	(1,578)	1,578	-
<b>Net (Increase) / Decrease before Transfers to Earmarked Reserves</b>	<b>-</b>	<b>(248)</b>	<b>(248)</b>	<b>(457)</b>	<b>(705)</b>
Transfers to / (from) Earmarked Reserves	-	-	-	-	-
<b>(Increase) / Decrease in Year</b>	<b>-</b>	<b>(248)</b>	<b>(248)</b>	<b>(457)</b>	<b>(705)</b>
<b>Balance at 31 March 2018 carried forward</b>	<b>(1,161)</b>	<b>(1,547)</b>	<b>(2,708)</b>	<b>(68,414)</b>	<b>(71,122)</b>

## TAY ROAD BRIDGE JOINT BOARD BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Board. The net assets of the Board (assets less liabilities) are matched by the reserves held by the Board. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Board may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure). The second category of reserves is those that the Board is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.

31 March 2017		Note	31 March 2018
£000			£000
70,503	Property, Plant & Equipment	20	69,156
71	Investment Property	19	71
<u>70,574</u>	<b>Total Long Term Assets</b>		<u>69,227</u>
57	Inventories	22	55
23	Short Term Debtors	23	29
3,512	Cash and Cash Equivalents	13	3,882
<u>3,592</u>	<b>Total Current Assets</b>		<u>3,966</u>
<u>(1,204)</u>	Short Term Creditors	24	<u>(1,333)</u>
<u>(1,204)</u>	<b>Total Current Liabilities</b>		<u>(1,333)</u>
<u>(2,545)</u>	Net Pension Liabilities	15	<u>(738)</u>
<u>(2,545)</u>	<b>Total Long Term Liabilities</b>		<u>(738)</u>
<u><u>70,417</u></u>	<b>Net Assets</b>		<u><u>71,122</u></u>
2,460	Usable reserves	9	2,708
67,957	Unusable Reserves	10	68,414
<u>70,417</u>	<b>Total Reserves</b>		<u>71,122</u>

  
 Gregory Colgan, BAcc (Hons), ACMA, CGMA  
 Treasurer  
 Tay Road Bridge Joint Board

The unaudited accounts were issued on 18 June 2018 and the audited accounts were authorised for issue on 10 September 2018.

## TAY ROAD BRIDGE JOINT BOARD CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Board during the reporting period. The statement shows how the Board generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Board are funded by way of grant income or from the recipients of services provided by the Board. 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. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Board.

2016/2017		2017/2018
£000		£000
1,911	Net deficit on the provision of services	1,330
(2,013)	Adjust net surplus or deficit on the provision of services for non cash movements	(1,902)
77	Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities	423
<b>(25)</b>	<b>Net cash flows from Operating Activities</b>	<b>(149)</b>
(423)	Investing Activities (note 11)	(207)
(14)	Financing Activities (note 12)	(14)
<b>(462)</b>	<b>Net (Increase) in cash and cash equivalents</b>	<b>(370)</b>
<b>3,050</b>	Cash and cash equivalents at the beginning of the reporting period	<b>3,512</b>
<b>3,512</b>	<b>Cash and cash equivalents at the end of the reporting period (note 13)</b>	<b>3,882</b>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**1 ACCOUNTING POLICIES**

**A General Principles**

The Annual Accounts summarise the Board's transactions for the 2017/2018 financial year and its position at the year-end of 31 March 2018. The 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 that they be prepared in accordance with proper accounting practices. These practices under Section 21 of the 2003 Act primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2017/2018 and the Service Reporting Code of Practice 2017/2018, and International Financial Reporting Standards (IFRS) and statutory guidance issued under Section 12 of the 2003 Act. The accounting convention adopted in the Annual Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets.

**B Accruals of Income and Expenditure**

Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Revenue from the sale of goods is recognised when the Board transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Board.
- Revenue from the provision of services is recognised when the Board can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Board.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including those rendered by the Board's employees) are recorded as expenditure when the services are received, rather than when payments are made.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where there is evidence that debts are unlikely to be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

**C Cash and Cash Equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents comprise short term lending that is repayable on demand or within 3 months of the Balance Sheet date and that is readily convertible to known amounts of cash with insignificant risk of change in value. In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Board's cash management.

**D Changes in Accounting Policies and Estimates and Prior Period Errors**

Changes in accounting policies are only made when required by proper accounting practices or when the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Board's financial position or financial performance. Where a change is made and it is material to the financial statements, it is applied retrospectively (unless otherwise stated) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied. Changes in accounting estimates are accounted for prospectively, i.e. in the current and future years affected by the change. Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

**E Charges to Revenue for Non-Current Assets**

The Comprehensive Income and Expenditure Statement is debited with the following amounts to record the cost of holding non-current assets during the year:

- depreciation attributable to the assets used by the Board; and

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

- revaluation and impairment losses on assets used by the Board where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off.

The Board is not required to apply revenue grant receipts to fund depreciation, revaluation and impairment losses. Depreciation, revaluation and impairment losses are therefore reversed by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement.

## **F Employee Benefits**

### Benefits Payable During Employment

Short-term employee benefits (those that fall due wholly within 12 months of the year-end), such as wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (e.g. cars) for current employees, are recognised as an expense in the year in which employees render service to the Board. An accrual is made against relevant operating areas in the Surplus or Deficit on the Provision of Services for the cost of holiday entitlements earned by employees but not taken before the year-end and which employees can carry forward into the next financial year. The accrual is made at the remuneration rates applicable in the following financial year, being the period in which the employee takes the benefit. Any accrual made is required under statute to be reversed out of the General Reserve by a credit to the Accumulating Compensated Absences Adjustment Account in the Movement in Reserves Statement.

### Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Board to terminate an employee's employment before the normal retirement date or an employee's decision to accept voluntary redundancy and are charged on an accruals basis to the appropriate service or, where applicable, to the Corporate Costs line in the Comprehensive Income and Expenditure Statement at the earlier of when the Board can no longer withdraw the offer of those benefits or when the Board recognises costs for a restructuring. Where termination benefits involve the enhancement of pensions, statutory provisions require the General Reserve balance to be charged with the amount payable by the Board to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.

### Post Employment Benefits

Employees of the Board are members of a separate pension scheme being the Local Government Superannuation Scheme (Tayside Pension Fund), a defined benefits scheme which is administered by Dundee City Council. The scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Board.

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

- The liabilities of the Tayside Pension Fund attributable to the Board are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate based on the indicative rate of return on high quality corporate bond, iBoxx AA rated over 15 year corporate bond index.
- The assets of the Tayside Pension Fund attributable to the Board are included in the Balance Sheet at their fair value:
  - quoted securities – current bid price
  - unquoted securities – professional estimate
  - unitised securities – current bid price
  - property – market value.

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

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

- Service cost comprising:
  - current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to relevant operating areas;
  - past service cost – the increase in liabilities arising as a result of a scheme amendment or curtailment the effect of which relates to years of service earned in earlier years – debited to the Net Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Corporate Costs; and
  - net interest on the defined benefit liability / (asset), i.e. net interest expense for the Board – the change during the period in the net defined benefit liability / (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. This is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability / (asset) at the beginning of the period – taking into account any changes in the net defined benefit liability / (asset) during the period as a result of contribution and benefit payments.
- Re-measurements comprising:
  - the return on plan assets – excluding amounts included in the net interest on the net defined benefit liability / (asset) – charged to the Actuarial (Gains) / Losses on Pensions Assets / Liabilities in Other Comprehensive Income and Expenditure; and
  - actuarial gains and losses – changes in the net pensions liability that arise because events have not co-incided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Actuarial (Gains) / Losses on Pensions Assets / Liabilities in Other Comprehensive Income and Expenditure.
- contributions paid to the Tayside Pension Fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

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

*Discretionary Benefits*

The Board also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

**G Events After the Reporting Period**

Events after the reporting period are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Annual Accounts are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the end of the reporting period – the Annual Accounts are adjusted to reflect such events; and
- those that are indicative of conditions that arise after the reporting period – the Annual Accounts are not adjusted to reflect such events, but where a category of events would have a material effect disclosure is made in the notes of the nature of the events and their estimated financial effect.

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

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**H Government Grants and Contributions**

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

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

Amounts recognised as due to the Board are not credited to the Comprehensive Income and Expenditure Account until conditions attaching to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified or future economic benefits or service potential must be returned to the transferor. Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant line (Non-Specific Grant Income) in the Comprehensive Income and Expenditure Statement. Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Reserve Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Account. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Account are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

**I Heritage Assets**

The Board's Heritage Assets are held in support of the primary objective of increasing knowledge, understanding and appreciation of the history of the Tay Road Bridge and the surrounding area. Heritage assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Board's accounting policies on property, plant and equipment. However, some of the measurement rules are relaxed in relation to heritage assets as detailed below. The accounting policies in relation to heritage assets are also presented below.

The Board's heritage assets are accounted for as follows:

Heritage Assets Not Recognised in the Balance Sheet

The Board holds heritage assets which, in light of the relaxation of measurement rules, are not recognised in the balance sheet. The Board considers that, due to the unique nature of the assets held and the lack of comparable values, the cost of obtaining valuations would be disproportionate in relation to the benefits to the users of the Board's financial statements. As a result, fair value information is unavailable and cost information is also unknown. These assets are therefore not recognised in the balance sheet, however, detailed information regarding them is held on relevant databases.

**J Inventories**

Inventories are included in the Balance Sheet at the lower of cost and net realisable value. The cost of inventories is assigned using the First-in-First-out (FIFO) costing formula.

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**K Investment Properties**

Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale. Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are re-valued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal. Rentals received in relation to investment properties are credited to the Financing and Investment Income and Expenditure line and result in a gain for the General Reserve Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the Balance. The gains and losses are therefore reversed out of the General Reserve Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account.

**L 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. Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification. Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

The Board currently has no assets acquired under finance leases or leased to third parties on finance lease. The Board currently has no assets acquired under operating leases. Accounting policies for operating leases where the Board is a lessor are set out below.

The Board as Lessor

*Operating Leases*

Where the Board grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet as a non-current asset and continues to be subject to depreciation, revaluation and impairment review, in accordance with the relevant accounting policies. Rental income is credited to the appropriate service line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g., there is a premium paid at the commencement of the lease). Any initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

**M Property, Plant and Equipment**

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

Recognition

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

Measurement

Assets are initially measured at cost, comprising:

- the purchase price; and

**TAY ROAD BRIDGE JOINT BOARD**  
**NOTES TO THE FINANCIAL STATEMENTS**

- any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

The Board does not capitalise borrowing costs incurred whilst assets are under construction.

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

- infrastructure and vehicles, plant & equipment – depreciated historical cost;
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV).

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost is used as an estimate of current value. Assets included in the Balance Sheet at current value are re-valued sufficiently regularly to ensure that their carrying amount is not materially different from their current value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains would be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a revaluation or impairment loss previously charged to a service. Where decreases in value are identified, the revaluation loss is accounted for by:

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

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

#### Impairment

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

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

Where an impairment loss is reversed subsequently, the reversal is credited to the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

#### Assets Held for Sale / Disposals

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is re-valued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously recognised losses. Depreciation is not charged on Assets Held for Sale. Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale.

## **TAY ROAD BRIDGE JOINT BOARD NOTES TO THE FINANCIAL STATEMENTS**

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account. Amounts received for disposals are categorised as capital receipts. Receipts are required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Board's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Reserve in the Movement in Reserves Statement. Amounts are appropriated to the Capital Adjustment Account from the General Reserve in the Movement in Reserves Statement.

### Depreciation

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

Depreciation is calculated on the following bases:

- buildings – straight-line allocation over the useful life of the property as estimated by the valuer.
- vehicles, plant and equipment – straight line allocation over between 3 and 30 years.
- infrastructure – straight-line allocation up to 120 years.

Depreciable assets are not depreciated in the year of purchase, but are depreciated in the year of disposal.

Where an item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

## **N Provisions, Contingent Liabilities and Contingent Assets**

### Provisions

Provisions are made where an event has taken place that gives the Board a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. For example, the Board may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation. Provisions are charged as an expense to the appropriate line in the Comprehensive Income and Expenditure Statement in the year that the Board becomes aware of the obligation, and measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties. When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant heading. Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Board settles the obligation.

## **TAY ROAD BRIDGE JOINT BOARD NOTES TO THE FINANCIAL STATEMENTS**

### **O Reserves**

Reserves are created by appropriating amounts out of the General Reserve in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate heading in that year to count against the Net Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Reserve Balance in the Movement in Reserves Statement so that there is no net charge against grant receipts for the expenditure. Certain reserves are kept to manage the accounting processes for non-current assets, financial instruments and retirement benefits and these reserves do not represent usable resources for the Board. Further information on the Board's reserves is contained in notes 9 and 10.

### **P VAT**

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income.

### **Q FAIR VALUE MEASUREMENT**

The Board measures some of its non-financial assets as investment properties at fair value at each reporting date. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

- a) in the principal market for the asset or liability; or
- b) in the absence of a principal market, in the most advantageous market for the asset or liability.

The Board measures the fair value of an asset or liability using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest. When measuring the fair value of a non-financial asset, the Board takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling to another market participant that would use the asset in its highest and best use.

The Board uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs. Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the Board's financial statements are categorised within the fair value hierarchy as follows:

- Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities that the Board can access at the measurement date;
- Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; or
- Level 3 - unobservable inputs for the asset or liability.

The Board's investment properties are measured using the income approach, by means of a discounted cash flow method, where the expected cash flows from the properties are discounted (using a market derived discount rate) to establish the present value of the net income stream. The approach has been developed using the Board's own data requiring it to factor in assumptions such as the duration and timing of cash inflows and outflows, rent growth, occupancy levels, bad debt levels, maintenance costs, etc.

The Board's investment properties are therefore categorised as Level 3 in the fair value hierarchy as the measurement technique uses significant unobservable inputs to determine the fair value measurements (and there is no reasonably available information that indicates that market participants would use different assumptions).

## **2 ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT HAVE NOT YET BEEN ADOPTED**

There were no relevant accounting standards that have been issued but are not yet adopted in the 2017/2018 Code of Practice on Local Authority Accounting in the United Kingdom.

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**3 CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES**

In applying the accounting policies set out in Note 1, the Board has had to make certain judgements about future events. The key judgement made in the Annual Accounts relates to the high degree of uncertainty about future levels of funding for public bodies. The Board has determined that this uncertainty is not 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 or affect the underlying assumption of the Board's Going Concern basis.

**4 ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION**

The Statement of Accounts contains 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 2018 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Board will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for property, plant and equipment would increase by £56,000 for every year that useful lives had to be reduced.
Pension Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Board with expert advice about the assumptions to be applied.	The effects on the net pensions liability of changes in individual assumptions can be measured. For instance, a 0.1% increase in the discount rate assumption would result in a decrease in the pension liability of £164,000. However, the assumptions interact in complex ways. During 2017/2018, the Board's actuaries advised that the net pensions assets had increased by £1,040,000 as a result of estimates being corrected as a result of experience and net pension liabilities had reduced by £995,000 attributable to updating of the assumptions.

This list does not include any assets and liabilities that are carried at fair value based on a recently observed market price.

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**5 MOVEMENT IN RESERVES STATEMENT - ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS**

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

	<u>Revenue Reserve</u>	<u>Capital Reserve</u>	<u>Capital Reserve</u>	<u>Capital Movement</u>	<u>Total</u>
	General Fund Balance	Capital Receipts Reserve	Grants Unapplied Account	in Unusable Reserves	2017/2018
<b>2017/2018</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Adjustments involving the Capital Adjustment Account:</b>					
<b><u>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</u></b>					
Charges for depreciation and impairment of non current assets	(1,943)	-	-	1,943	-
Movements in the fair value of Investment Properties	-	-	-	-	-
Capital grants and contributions that have been applied to capital financing	750	-	-	(750)	-
<b><u>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</u></b>					
Capital expenditure charged against the General Reserve	87	-	-	(87)	-
<b>Adjustments involving the Capital Receipts Reserve:</b>					
Transfer of sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	7	(7)	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	7	-	(7)	-
<b>Adjustments involving the Capital Grants Unapplied Account:</b>					
Reversal of unapplied capital grant and contributions credited to the Comprehensive Income and Expenditure Statement	-	-	(248)	248	-
<b>Adjustments involving the Pensions Reserve:</b>					
Reversal of items relating to post employment benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement (see note 15)	(355)	-	-	355	-
Employer's pensions contributions and direct payments to pensioners payable in the year	127	-	-	(127)	-
<b>Adjustment involving the Accumulating Compensated Absences Adjustment Account:</b>					
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(3)	-	-	3	-
<b>Total Adjustments</b>	<b>(1,330)</b>	<b>-</b>	<b>(248)</b>	<b>1,578</b>	<b>-</b>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

	<u>Revenue Reserve</u>	<u>Capital Reserve</u>	<u>Capital Reserve</u>	Capital Movement	Total
	General Fund Balance	Capital Receipts Reserve	Grants Unapplied Account	in Unusable Reserves	2016/2017
<b>2016/2017</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Adjustments involving the Capital Adjustment Account:</b>					
<u>Reversal of items debited or credited to the</u>					
<u>Comprehensive Income and Expenditure</u>					
<u>Statement:</u>					
Charges for depreciation and impairment of non current assets	(1,943)	-	-	1,944	1
Movements in the fair value of Investment Properties	-	-	-	-	-
Capital grants and contributions that have been applied to capital financing	500	-	-	(500)	-
<b>Adjustments involving the Capital Receipts Reserve:</b>					
Transfer of sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	-	-	-
<b>Adjustments involving the Capital Grants Unapplied Account:</b>					
Reversal of unapplied capital grant and contributions credited to the Comprehensive Income and Expenditure Statement	-	-	(423)	423	-
<b>Adjustments involving the Pensions Reserve:</b>					
Reversal of items relating to post employment benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement (see note 15)	(696)	-	-	695	(1)
Employer's pensions contributions and direct payments to pensioners payable in the year	228	-	-	(228)	-
<b>Adjustment involving the Accumulating Compensated Absences Adjustment Account</b>					
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	-	-	-	-	-
<b>Total Adjustments</b>	<b>(1,911)</b>	<b>-</b>	<b>(423)</b>	<b>2,334</b>	<b>-</b>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**6 COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT - OTHER OPERATING INCOME AND EXPENDITURE**

2016/2017		2017/2018
£000		£000
(1)	Fees and Charges	(1)
-	(Gains) / Losses on the disposal of non current assets	(7)
<u>(1)</u>	<b>Total</b>	<u>(8)</u>

**7 COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT - FINANCING AND INVESTMENT INCOME AND EXPENDITURE**

2016/2017		2017/2018
£000		£000
60	Net interest on the defined benefit liability (asset)	68
(15)	Interest receivable and similar income	(16)
(9)	Net Income & Expenditure on investment properties	(9)
<u>36</u>	<b>Total</b>	<u>43</u>

**8 COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT - NON SPECIFIC GRANT INCOME**

2016/2017		2017/2018
£000		£000
(1,653)	Non-ring fenced government grants	(1,782)
(500)	Capital grants and contributions	(750)
<u>(2,153)</u>	<b>Total</b>	<u>(2,532)</u>

**9 BALANCE SHEET - USABLE RESERVES**

Movements in the Authority's usable reserves are detailed in the Movement in Reserves Statement and note 6.

**10 BALANCE SHEET - UNUSABLE RESERVES**

31 March 2017		31 March 2018
£000		£000
762	Revaluation Reserve	762
69,739	Capital Adjustment Account	68,392
(2,545)	Pensions Reserve	(738)
1	Accumulating Compensated Absences Adjustment Account	(2)
<u>67,957</u>	<b>Total Unusable Reserves</b>	<u>68,414</u>

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Board arising from increases in the value of its Property, Plant and Equipment. The balance is reduced when assets with accumulated gains are:

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

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

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

2016/2017		2017/2018
<u>£000</u>		<u>£000</u>
762	<b>Balance at 1 April</b>	762
-	Upward Revaluation of assets	-
-	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	-
-	Accumulated gains on assets sold or scrapped	-
-	Amount written off to the Capital Adjustment Account	-
<u>762</u>	<b>Balance at 31 March</b>	<u>762</u>

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation and impairment losses are charged to the Comprehensive Income and Expenditure Statement. The Account is credited with the amounts set aside by the Board as finance for the costs of acquisition, construction and enhancement. The Account contains accumulated gains and losses on Investment Properties that have yet to be consumed by the Board. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains. Note 5 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

2016/2017		2017/2018
<u>£000</u>		<u>£000</u>
71,627	<b>Balance at 1 April</b>	69,739
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
(1,943)	• Charges for depreciation and impairment of non current assets	(1,943)
(22)	• Revaluation losses on Property, Plant & Equipment	-
<u>(1,965)</u>	<b>Net written out amount of the cost of non current assets consumed in the year</b>	<u>(1,943)</u>
	Capital financing applied in the year:	
-	• Use of the Capital Receipts Reserve to finance new capital expenditure	7
77	• Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	502
-	• Capital expenditure charged against the General Reserve	87
<u>77</u>	<b>Total Capital Financing Applied during the year</b>	<u>596</u>
<u>69,739</u>	<b>Balance at 31 March</b>	<u>68,392</u>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**Pensions Reserve**

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Board accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Board makes employer's contributions to pensions funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Board has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

<u>2016/2017</u> £000		<u>2017/2018</u> £000
(1,614)	<b>Balance at 1 April</b>	(2,545)
(463)	Re-measurements of the net defined benefit liability / (asset)	2,035
(696)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(355)
228	Employer's pensions contributions and direct payments to pensioners payable in the year	127
<u>(2,545)</u>	<b>Balance at 31 March</b>	<u>(738)</u>

**Accumulating Compensated Absences Adjustment Account**

The Accumulating Compensated Absences Adjustment Account absorbs the differences that would otherwise arise on the General Reserve Balance from accruing for compensated absences earned but not taken in the year. Statutory arrangements require that the impact on the General Reserve Balance is neutralised by transfers to or from the Account.

<u>2016/2017</u> £000		<u>2017/2018</u> £000
1	<b>Balance at 1 April</b>	1
(1)	Settlement or cancellation of accrual made at the end of the preceding year	(1)
1	Amounts accrued at the end of the current year	(2)
-	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(3)
<u>1</u>	<b>Balance at 31 March</b>	<u>(2)</u>

**11 CASH FLOW STATEMENT - INVESTING ACTIVITIES**

<u>2016/2017</u> £000		<u>2017/2018</u> £000
77	Purchase of property, plant and equipment, investment property and intangible assets	550
-	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(7)
(500)	Other receipts from investing activities	(750)
<u>(423)</u>	<b>Net cash flows from investing activities</b>	<u>(207)</u>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**12 CASH FLOW STATEMENT - FINANCING ACTIVITIES**

2016/2017		2017/2018
<u>£000</u>		<u>£000</u>
<u>(14)</u>	Other receipts from financing activities	<u>(14)</u>
<u>(14)</u>	<b>Net cash flows from financing activities</b>	<u>(14)</u>

**13 CASH FLOW STATEMENT - CASH AND CASH EQUIVALENTS**

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

31 March 2017		31 March 2018
<u>£000</u>		<u>£000</u>
<u>3,512</u>	Bank current account	<u>3,882</u>
<u>3,512</u>	<b>Total cash and cash equivalents</b>	<u>3,882</u>

**14 EXTERNAL AUDIT COSTS**

The Board has incurred the following costs in relation to the audit of the Annual Accounts provided by the Board's external auditors:

	<u>2016/2017</u>	<u>2017/2018</u>
	<u>£000</u>	<u>£000</u>
Fees payable to Audit Scotland with regard to external audit services carried out by the appointed auditor for the year	12	12
<b>Total</b>	<u>12</u>	<u>12</u>

## **TAY ROAD BRIDGE JOINT BOARD NOTES TO THE FINANCIAL STATEMENTS**

### **15 DEFINED BENEFIT PENSION SCHEMES**

#### **Participation in pension schemes**

As part of the terms and conditions of employment of its officers, the Board makes contributions towards the cost of post employment benefits. Although these benefits will not actually be payable until employees retire, the Board has a commitment to make the payments and this needs to be disclosed at the time that employees earn their future entitlement.

The Board participates in two post employment schemes:

- The Local Government Pension Scheme (Tayside Pension Fund), which is administered locally by Dundee City Council and is a funded defined benefit final salary scheme, meaning that the Board and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets. The Scheme currently provides benefits based on career average revalued salary and length of service on retirement.
- The Board also has liabilities for any discretionary pension payments outside the main scheme. These benefits are an unfunded defined benefit final arrangement, under which liabilities are recognised when awards are made. There are no investment assets built up to meet the pension liabilities for discretionary awards, and cash has to be generated to meet actual pensions payments as they eventually fall due.

The Tayside Pension Fund is operated under the regulatory framework for the Local Government Pension Scheme (Scotland) regulations 2008 and the governance of the scheme is the responsibility of the Pensions Investment Sub-Committee of the Policy and Resources Committee of Dundee City Council. Policy is determined in accordance with the Pension Fund Regulations. The investment managers of the fund are appointed by the Sub-Committee.

The principal risks to the Board of the scheme are the life expectancy assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals of members from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge the Cost of Services the amounts required by statute as described in the accounting policies note (please refer to Note 1 item F for further details).

**TAY ROAD BRIDGE JOINT BOARD**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Transactions relating to post employment benefits**

The Board recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge the Board is required to make against reserves is based on the cash payable in the year, so the real cost of post employment/retirement benefits is reversed out of the General Reserve via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Reserve Balance via the Movement in Reserves Statement during the year:

	<b>Local Government Pension Scheme</b>	
	<b>2016/2017</b>	<b>2017/2018</b>
	<b>£000</b>	<b>£000</b>
<b>Comprehensive Income and Expenditure Statement:</b>		
<i>Cost of Services:</i>		
• current service cost	215	253
• past service cost	421	-
• curtailment	-	34
<i>Financing and Investment Income and Expenditure</i>		
• net interest on the defined liability (asset)	57	65
• administration expenses	3	3
<b>Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services</b>	<b>696</b>	<b>355</b>
<i>Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement</i>		
Re-measurement of the net defined benefit liability comprising:		
• Return on plan assets (excluding amount included in the net interest expense)	(1,471)	(560)
• Other actuarial gains / (losses) on assets	-	242
• Actuarial gains and losses arising on changes in demographic assumptions	-	(680)
• Actuarial gains and losses arising on changes in financial assumptions	1,903	(315)
• Other (if applicable)	31	(722)
<b>Total Re-measurements</b>	<b>463</b>	<b>(2,035)</b>
<b>Total Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement</b>	<b>1,159</b>	<b>(1,680)</b>
<b>Movement in Reserves Statement:</b>		
• reversal of net charges made to the Surplus or Deficit for the Provision of Services for post employment benefits in accordance with the Code	(696)	(355)
<i>Actual amount charged against the General Fund Balance for pensions in the year:</i>		
• employers' contributions payable to scheme	228	127

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**Pension assets and liabilities recognised in the Balance Sheet**

	Local Government Pension Scheme		
	2015/2016	2016/2017	2017/2018
	£000	£000	£000
Net pension liabilities as at March:			
Present value of funded obligation	9,178	11,354	9,688
Fair value of scheme assets	(7,705)	(9,177)	(9,311)
<b>Net liability</b>	<b>1,473</b>	<b>2,177</b>	<b>377</b>
Present value of unfunded obligation	141	368	361
<b>Net liability arising from defined benefit obligation</b>	<b>1,614</b>	<b>2,545</b>	<b>738</b>

**Assets and liabilities in relation to post employment benefits**

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	Funded liabilities: Local Government Pension Scheme	
	2016/2017	2017/2018
	£000	£000
Opening balance at 1 April	9,319	11,722
Current service cost	215	253
Interest cost	322	298
Contributions by scheme participants	41	40
<i>Re-measurement (gains) and losses:</i>		
○ change in financial assumptions	1,903	(315)
○ change in demographic assumptions	-	(680)
Experience gain on defined benefit obligation	31	(722)
Benefits paid	(530)	(581)
Past service costs, including curtailments	421	34
<b>Closing balance at 31 March</b>	<b>11,722</b>	<b>10,049</b>

**Reconciliation of fair value of the scheme assets:**

	Local Government Pension Scheme	
	2016/2017	2017/2018
	£000	£000
Opening balance at 1 April	7,705	9,177
Interest income on assets	265	233
Re-measurement gain: return on assets less interest	1,471	560
Other re-measurement gain	-	(242)
Administration expenses	(3)	(3)
Employer contributions	228	127
Contributions by scheme participants	41	40
Benefits paid	(530)	(581)
<b>Closing balance at 31 March</b>	<b>9,177</b>	<b>9,311</b>

The expected return on scheme assets is determined by considering the expected returns available on the assets underlying the current investment policy. Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date. Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets.

The actual return on scheme assets in the year was £793,000 ( 2016/2017: £1,736,000).

## TAY ROAD BRIDGE JOINT BOARD NOTES TO THE FINANCIAL STATEMENTS

The liabilities show the underlying commitments that the Board has in the long run to pay post employment (retirement) benefits. The total liability of £0.738m is reflected in the Board's Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the Board remains healthy. The deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e., before payments fall due), as assessed by the scheme actuary.

### Basis for estimating assets and liabilities

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. The Tayside Pension Fund has been assessed by Barnett Waddingham, an independent firm of actuaries, being based on the latest full valuation of the scheme as at 31 March 2017.

The principal assumptions used by the actuary have been:	Local Government Pension Scheme	
	2016/2017	2017/2018
Long-term expected rate of return on assets in the scheme:		
Mortality assumptions:		
Longevity at 65 for current pensioners (years):		
Men	21.4	20.3
Women	23.5	22.2
Longevity at 65 for future pensioners (years):		
Men	23.7	22.1
Women	25.8	24.1
Rate of inflation (RPI)	3.50%	3.35%
Rate of inflation (CPI)	2.60%	2.35%
Rate of increase in salaries	3.60%	3.35%
Rate of increase in pensions	2.60%	2.35%
Rate of discounting scheme liabilities	2.60%	2.55%

The estimate of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that the life expectancy increase or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analyses have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Impact on the defined benefit obligation in the Scheme:

	Local Government Pension Scheme		
	£000 +0.1%	£000 0%	£000 -0.1%
Adjustment to discount rate:			
o Present value of total obligation	9,885	10,049	10,215
o Projected service cost	231	236	241
Adjustment to long term salary increase:			
o Present value of total obligation	10,063	10,049	10,034
o Projected service cost	236	236	236
Adjustment to pension increases and deferred re-valuation:			
o Present value of total obligation	10,201	10,049	9,899
o Projected service cost	241	236	231
Adjustment to mortality age rating assumption:	<b>+ 1 year</b>	<b>None</b>	<b>- 1 year</b>
o Present value of total obligation	10,461	10,049	9,653
o Projected service cost	244	236	229

**TAY ROAD BRIDGE JOINT BOARD**  
**NOTES TO THE FINANCIAL STATEMENTS**

The Board's share of Tayside Pension Fund's assets consist of the following categories, by amount and proportion of the total assets held:

	31 March 2017	31 March 2017	31 March 2018	31 March 2018
	£000	%	£000	%
Equity investments	6,608	72	6,479	70
Gilts	608	7	455	5
Other Bonds	905	10	1,059	11
Property	905	10	1,058	11
Cash	151	1	260	3
<b>Total</b>	<b>9,177</b>	<b>100</b>	<b>9,311</b>	<b>100</b>

**Impact on the Board's cash flows**

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Tayside Pension Fund has agreed a strategy with the scheme's actuary to achieve a funding level of 100%. Funding levels are monitored on an annual basis. The next triennial valuation is due to be completed as at 31 March 2020.

The Board anticipated to pay £110,000 expected contributions to the scheme in 2018/2019. The weighted average duration of the defined benefit obligation for scheme members is 17 years (2016/2017: 16 years).

**16 EVENTS AFTER THE BALANCE SHEET DATE**

There were no events that occurred between 1 April 2018 and 10 September 2018 that would require adjustment to the 2017/2018 financial statements. The latter date is the date on which the audited accounts were authorised for issue by the Treasurer.

**17 RELATED PARTIES**

The Board is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Board or to be controlled or influenced by the Board. Disclosure of these transactions allows readers to assess the extent to which the Board might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Board.

Central Government

Central government has effective control over the general operations of the Board. It is responsible for providing the statutory framework within which the Board operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Board has with other parties. There are no grant receipts outstanding at 31 March 2018 (see note 26).

Other Local Authorities

Angus, Dundee City and Fife Councils are considered to be related parties of the Board. During 2017/2018, the Board entered into a number of transactions with Dundee City Council and Fife Council, as detailed below:

2016/2017			2017/2018	
Income	Expenditure		Income	Expenditure
£000	£000		£000	£000
(15)	-	<b>Dundee City Council:</b>		
-	62	Interest Receivable	(17)	-
-	4	Central Support Services	-	77
-	2	Grounds Maintenance	-	12
-	25	Professional Fees	-	31
-	-	Miscellaneous (incl. Capital Works)	-	91
<b>(15)</b>	<b>93</b>	<b>Total Dundee City Council</b>	<b>(17)</b>	<b>211</b>
		<b>Fife Council:</b>		
-	6	Grounds Maintenance	-	-
-	6	Miscellaneous	-	4
-	<b>12</b>	<b>Total Fife Council</b>	-	<b>4</b>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

The following balances existed between the Board and Dundee City Council and Fife Council as at 31 March 2018:

2016/2017			2017/2018	
Asset £000	Liability £000		Asset £000	Liability £000
		<b>Dundee City Council:</b>		
-	3	Central Support Services	-	3
(15)	-	Interest Receivable	(17)	-
-	35	Miscellaneous (incl. Capital Works)	-	48
<u>(15)</u>	<u>38</u>	<b>Total Dundee City Council</b>	<u>(17)</u>	<u>51</u>
		<b>Fife Council:</b>		
-	12	Miscellaneous	-	5
<u>-</u>	<u>12</u>	<b>Total Fife Council</b>	<u>-</u>	<u>5</u>

## 18 LEASES

### The Board as Lessee

The Board held no assets on finance or operating lease during 2017/2018 and, accordingly, there were no lease rentals paid to lessors during the year (2016/2017: None) or commitments due to lessors in 2017/2018 (2016/2017: None).

### The Board as Lessor

The Board had entered a three year agreement for the lease of land and property to a third party which ended in 2011. This arrangement has continued on a monthly basis as permitted in the lease agreement. This agreement is accounted for as an operating lease. In 2017/2018 the Board received rent of £10,213 from this agreement (2016/2017: £10,213). The present value of minimum lease payments receivable as at the Balance Sheet date are as follows:

- a) Not later than 1 year = £10,213
- b) later than 1 year and not later than 5 years = £Nil
- c) later than 5 years = £Nil.

## 19 INVESTMENT PROPERTY

The following items of income and expense have been accounted for in the Comprehensive Income and Expenditure Statement:

	2016/2017 £000	2017/2018 £000
Rental income from investment property	10	10
Direct operating expenses arising from investment property	(1)	(1)
<b>Net gain/(loss)</b>	<u>9</u>	<u>9</u>

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

There has been no movement in the fair value of investment properties over the year. The balance at 31 March 2018 remains £71,000.

The Board's Investment Properties are valued using the Level 3 (unobservable inputs for the asset) valuation technique / fair value hierarchy. There has been no change in the valuation technique used during the year.

**TAY ROAD BRIDGE JOINT BOARD**  
**NOTES TO THE FINANCIAL STATEMENTS**

**20 PROPERTY, PLANT AND EQUIPMENT**

*Movements on Balances*

Movements in 2017/2018:

	Other Land and Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Total Property, Plant & Equipment £000
<b>Cost or Valuation</b>				
At 1 April 2017	1,398	826	85,853	88,077
Additions	-	536	60	596
Derecognition – Disposals	-	(59)	-	(59)
Expenditure Not Adding Value	-	(28)	-	(28)
Revaluation Increases / (Decreases) recognised in the Surplus / Deficit on the Provision of Services	-	-	-	-
<b>At 31 March 2018</b>	<b>1,398</b>	<b>1,275</b>	<b>85,913</b>	<b>88,586</b>
<b>Accumulated Depreciation and Impairment</b>				
At 1 April 2017	39	456	17,079	17,574
Depreciation charge	19	64	1,832	1,915
Depreciation written out to the Surplus / Deficit on the Provision of Services	-	-	-	-
Derecognition – Disposals	-	(59)	-	(59)
<b>At 31 March 2018</b>	<b>58</b>	<b>461</b>	<b>18,911</b>	<b>19,430</b>
<b>Net Book Value:</b>				
<b>At 31 March 2018</b>	<b>1,340</b>	<b>814</b>	<b>67,002</b>	<b>69,156</b>
<b>At 31 March 2017</b>	<b>1,359</b>	<b>370</b>	<b>68,774</b>	<b>70,503</b>

Comparative Movements in 2016/2017:

	Other Land and Buildings £000	Vehicles, Plant & Equipment £000	Infrastructure Assets £000	Total Property, Plant & Equipment £000
<b>Cost or Valuation</b>				
At 1 April 2016	1,429	780	85,832	88,041
Additions	-	46	31	77
Derecognition – Disposals	-	-	-	-
Expenditure Not Adding Value	-	-	(10)	(10)
Revaluation Increases / (Decreases) recognised in the Surplus / Deficit on the Provision of Services	(31)	-	-	(31)
<b>At 31 March 2017</b>	<b>1,398</b>	<b>826</b>	<b>85,853</b>	<b>88,077</b>
<b>Accumulated Depreciation</b>				
At 1 April 2016	29	395	15,225	15,649
Depreciation charge	19	61	1,854	1,934
Depreciation written out to the Surplus / Deficit on the Provision of Services	(9)	-	-	(9)
Derecognition – Disposals	-	-	-	-
<b>At 31 March 2017</b>	<b>39</b>	<b>456</b>	<b>17,079</b>	<b>17,574</b>
<b>Net Book Value:</b>				
<b>At 31 March 2017</b>	<b>1,359</b>	<b>370</b>	<b>68,774</b>	<b>70,503</b>
<b>At 31 March 2016</b>	<b>1,400</b>	<b>385</b>	<b>70,607</b>	<b>72,392</b>

## TAY ROAD BRIDGE JOINT BOARD NOTES TO THE FINANCIAL STATEMENTS

### *Capital Commitments*

At 31 March 2018, the Board has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2018/2019 and future years, budgeted to cost £101,000 (Similar commitments at 31 March 2017 were £342,000).

The major commitments is for  
- Lift Replacement = £91,000.

### *Revaluations*

The Authority carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is re-valued at least every five years. All valuations were carried out by Mr Alastair Kay BSc MRICS, Registered Valuer for Dundee City Council's City Development Department. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

## 21 CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure incurred in the year is shown in the table below, together with the resources that have been used to finance it.

	2016/2017 £000	2017/2018 £000
<i>Capital investment:</i>		
Property, Plant and Equipment	77	596
<b>Total Capital Investment</b>	<b>77</b>	<b>596</b>
<i>Sources of finance:</i>		
Capital receipts	-	7
Government grants and other contributions	77	502
Capital Funded from Current Revenue	-	87
<b>Total Sources of Finance</b>	<b>77</b>	<b>596</b>

## 22 INVENTORIES

	Maintenance Materials		Total	
	2016/2017 £000	2017/2018 £000	2016/2017 £000	2017/2018 £000
Balance outstanding at start of year	61	57	61	57
Recognised as an expense in the year	(4)	(2)	(4)	(2)
<b>Balance outstanding at year-end</b>	<b>57</b>	<b>55</b>	<b>57</b>	<b>55</b>

## 23 SHORT-TERM DEBTORS

	31 March 2017 £000	31 March 2018 £000
Local authorities	15	17
Other entities and individuals	8	12
<b>Total</b>	<b>23</b>	<b>29</b>

## 24 SHORT-TERM CREDITORS

	31 March 2017 £000	31 March 2018 £000
Central government bodies	1,112	1,043
Local authorities	50	26
Other entities and individuals	42	264
<b>Total</b>	<b>1,204</b>	<b>1,333</b>

**TAY ROAD BRIDGE JOINT BOARD  
NOTES TO THE FINANCIAL STATEMENTS**

**25 GRANT INCOME**

The Board credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Account in 2017/2018:

	2016/2017 £000	2017/2018 £000
<b>Credited to Taxation and Non Specific Grant Income</b>		
Scottish Government Revenue Grant	1,644	1,782
Heritage Lottery Funding	9	-
Scottish Government Capital Grant	500	750
<b>Total</b>	<b>2,153</b>	<b>2,532</b>

The Board has £1,023,000 of revenue grants, contributions and donations that have yet to be recognised as income due to them having conditions attached to them that requires the monies or property to be returned to the grant provider (2016/2017: £1,096,000). This is included in Note 24, Short-Term Creditors under central government bodies.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF TAY ROAD BRIDGE JOINT BOARD AND THE ACCOUNTS COMMISSION FOR SCOTLAND

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

## Report on the audit of the financial statements

### Opinion on financial statements

I certify that I have audited the financial statements in the annual accounts of Tay Road Bridge Joint Board for the year ended 31 March 2018 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the Expenditure and Funding Analysis, Comprehensive Income and Expenditure Statement, Movement in Reserves Statement, Balance Sheet, 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 2017/18 (the 2017/18 Code).

In my opinion the accompanying financial statements:

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

### Basis of Opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). 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 am independent of the 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. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Conclusions relating to going concern basis of accounting

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

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

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF TAY ROAD BRIDGE JOINT BOARD AND THE ACCOUNTS COMMISSION FOR SCOTLAND

## **Responsibilities of the Treasurer and Tay Road Bridge 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 Joint Board's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless deemed inappropriate.

The Tay Road Bridge Joint Board is responsible for overseeing the financial reporting process.

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

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

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

## **Other information in the annual accounts**

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

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

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF TAY ROAD BRIDGE JOINT BOARD AND THE ACCOUNTS COMMISSION FOR SCOTLAND

## Report on other requirements

### Opinions on matters prescribed by the Accounts Commission

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

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

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

### Matters on which I am required to report by exception

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

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

I have nothing to report in respect of these matters.



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11 September 2018

