Financial statements for the year ended 31 March 2021

AUDITED

Financial statements for the year ended 31 March 2021

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TRUSTEES' ANNUAL REPORT

For the Year ended 31 March 2021

Reference and administrative information

Introduction

Perth & Kinross Council ("the Council") acts as administrator for a large number of trusts and funds that have charitable status and are registered with the Office of the Scottish Charity Regulator (OSCR), as detailed in note 15.

The Council administers these funds, but their assets are not available to the Council and have not been included in the Council's own balance sheet.

The ex officio Trustees of the Perth & Kinross Council Charitable Funds are the Convenor and Vice Convenors of the Strategic Policy and Resources Committee, the leader of the Opposition Group, and the Head of Finance.

Charity trustees: Councillor J Duff

Councillor G Laing Councillor M Lyle

S MacKenzie (Head of Finance, Perth and Kinross Council)

Registered office: 2 High Street

Perth PH1 5PH

Investment manager: To 27 July 2020:

Cornelian Asset Managers 30 Charlotte Square

Edinburgh EH2 4ET

From 27 July 2020: Brooks Macdonald Hobart House 80 Hanover Street

Edinburgh EH2 1EL

Auditor: KPMG LLP

St Vincent Plaza 319 St Vincent Street

Glasgow G2 5AS

TRUSTEES' ANNUAL REPORT

For the Year ended 31 March 2021

Structure, governance and management

The trusts and funds that the Council administers are constituted in a variety of different ways. Full details of how each trust and fund was originally established are, where known, available from the Council.

These trusts and funds are managed by a Committee comprising the charity trustees listed on page 1, who served throughout the period covered by these financial statements. The Trustees meet and communicate electronically on a regular basis to discuss how the funds should be expended (by reviewing applications for funding) and to review the financial position of each charity.

These accounts are prepared under the connected charities provision which allows for registered charities which have a common or related purpose, or have a common controlling body or administration, to prepare a single set of accounts.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles of the Charities Statement of Recommended Practice
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable funds and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of each charity's constitution. They are also responsible for safeguarding the assets of the charities and trusts and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Objectives and activities

The majority of the funds are held within the Welfare Trust (SC040516) for the purpose of the prevention or relief of poverty and the relief of those in need by reason of ill health, disability, financial hardship or other disadvantage. A full listing of the other funds administered by the Council on behalf of the charity trustees is shown in note 15 and the purpose of each trust is provided on the Office of the Scottish Charity Regulator (OSCR) website.

TRUSTEES' ANNUAL REPORT

For the Year ended 31 March 2021

Risk management

The Management Committee has implemented systems and procedures to identify and mitigate the major risks that the charities and trusts face and to ensure a consistent quality of delivery for all operational aspects of the charitable funds.

Achievements and performance

The reorganisation of the Perth & Kinross Council Charitable Funds stalled during 2020/21 due to the focus on providing support for the Covid-19 pandemic. The reorganisation of various Small Trusts will recommence during financial year 2021/22.

Detailed below are the other activities undertaken by the Perth & Kinross Charitable Funds during Financial Year 2020/21. It is notable that there was a substantial increase in the volume and value of grant funding awarded to individuals and families in need of financial assistance due to the impact of the Covid-19 pandemic.

- The following grants were paid from the Welfare Trust: -
 - £27,719 to support 119 residents/families who were in financial need with dependent children and/or disabilities. The value of financial assistance payments ranged from £44 to £500 with an average grant award of £233.
 - £200 to five residents within the area for coal.

Financial review

There is no explicit reserves policy for Perth & Kinross Council Charitable Funds (the Charitable Funds), however as a general principle the "Capital" of the funds is held as a permanent endowment with only the annual income from investments available for disbursement in the year.

The main funding source for the Charitable Funds is income from the investments managed by an investment manager. In addition one trust receives income from the rental of shop premises in Perth and interest is received on the revenue balances held on deposit with the Perth & Kinross Council Loans Fund. All funds are presently treated as endowment funds due to custom and practice over a long period of time and to ensure the long term sustainability of the funds, albeit the Perth & Kinross Welfare Trust does provide the Trustees with powers to access capital balances if required.

Cornelian Asset Managers were appointed as Fund manager from 1 October 2018. Brooks Macdonald acquired Cornelian Asset Managers on 28 February 2020 and the investment portfolio transferred to Brooks Macdonald during Financial Year 2020/21. The terms and conditions, fees, investment strategy and portfolio diversification remain unchanged. The initial three-year contract ends on 30 September 2021, and the contract agreement terms include an option to extend for a further two years.

The fund managed by the investment manager is invested for total return through a diversified portfolio of UK and overseas equities and bonds. Following a review of the fund by Cornelian and the Trustees, it was agreed that the portfolio should be managed as medium risk to achieve the required return. This approach is appropriate for seeking a return in excess of inflation over the long term and the Trustees are willing to take capital risk to achieve objectives. Portfolios are well diversified but may contain a high allocation to a single asset class, such as equities. The investment manager

TRUSTEES' ANNUAL REPORT

For the Year ended 31 March 2021

Financial review (continued)

provides the Trustees with quarterly updates on the performance of the portfolio; and provides an annual report at a meeting of the Trustees following the financial year end.

The investment portfolio made a gain for the year of £263,779 predominately due to the financial markets recovering from the impact of the Covid-19 pandemic.

Strategic plans

The strategic plans to date have focussed upon the reorganisation of the trusts to further the charitable activities of Perth & Kinross Welfare Trust. The reorganisation process will continue to progress during Financial Year 2021/22, and J&H Mitchell WS pursue this task on behalf of the Trustees. The administration of grants is managed by the Welfare Rights Team within the Council, which has provided new grant funding opportunities targeted at individuals most in need of financial assistance.

The longer-term consequences arising from Covid-19 are largely unknown, however, it is anticipated that the main beneficiaries of the Fund during Financial Year 2021/22 will continue to be clients of the Welfare Rights Team.

Stewart MacKenzie CPFA Trustee

Signed by one on behalf of all charity trustees

Independent auditor's report to the trustees of Perth & Kinross Council Charitable Trusts and the Accounts Commission

Reporting on the audit of the financial statements

Opinion on financial statements

We certify that we have audited the financial statements in the statement of accounts of Perth & Kinross Council Charitable Trusts for the year ended 31 March 2021 under Part VII of the Local Government (Scotland) Act 1973 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. The financial statements comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows 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 the United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the accompanying financial statements:

- give a true and fair view of the state of affairs of the charities as at 31 March 2021 and of their incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
 and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005, and regulation 8 of The Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

We conducted our audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the <u>Code of Audit Practice</u> approved by the Accounts Commission for Scotland. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charities in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern basis of accounting

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

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

Responsibilities of the trustees for the financial statements

As explained more fully in the Statement of Responsibilities, the trustees are responsible for the preparation of financial statements that give a true and fair view in accordance with the financial reporting framework, and for

Independent auditor's report to the trustees of Perth & Kinross Council Charitable Trusts and the Accounts Commission (continued)

such internal control as the trustees determine 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 trustees are responsible for assessing the charities' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements

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

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

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the charities' controls, and the nature, timing and extent of the audit procedures performed.

Irregularities that result from fraud are inherently more difficult to detect than irregularities that result from error as fraud may involve collusion, intentional omissions, misrepresentations, or the override of internal control. The capability of the audit to detect fraud and other irregularities depends on factors such as the skilfulness of the perpetrator, the frequency and extent of manipulation, the degree of collusion involved, the relative size of individual amounts manipulated, and the seniority of those individuals involved.

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

Reporting on other requirements

Statutory other information

The trustees are responsible for the statutory other information in the statement of accounts. The statutory other information comprises the Trustees' Annual Report.

Independent auditor's report to the trustees of Perth & Kinross Council Charitable Trusts and the Accounts Commission (continued)

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

Our opinion on the financial statements does not cover the statutory other information and we do not express any form of assurance conclusion thereon except to the extent explicitly stated in the following opinion prescribed by the Accounts Commission.

Opinion prescribed by the Accounts Commission

In our opinion, based on the work undertaken in the course of the audit, the information given in the Trustees' Annual Report 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 Charities SORP (FRS 102).

Matters on which we are required to report by exception

We are required by The Charity Accounts (Scotland) Regulations 2006 to report to you if, in our opinion:

- · proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

Use of our report

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

Michael Wilkie (for and on behalf of KPMG LLP) Chartered Accountants 319 St Vincent Street Glasgow, G2 5AS

KPMG LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Statement of Financial Activities for the year ending 31 March 2021

	N	Endowment	-	Prior Period Total Funds
	Notes	Funds	Total Funds	2020
		£	£	£
Income and endowments from:				
Donations and legacies	3	0	0	0
Investments	4	50,923	50,923	61,048
Total Income		50,923	50,923	61,048
Expenditure:				
Expenditure on raising funds				
Investment management costs		7,958	7,958	4,865
Expenditure on charitable activities				
Charitable activities	5	27,919	27,919	14,178
Governance and support costs	6	10,986	10,986	6,217
Other expenditure				
Reorganisations to external charities	7	0	0	5,311
Total Expenditure		46,863	46,863	30,571
Net gains/(losses) on investments	8 & 9	263,779	263,779	(142,793)
,		•	,	, , ,
Net income/(expenditure)		267,839	267,839	(112,316)
Reconciliation of funds:				
Total funds brought forward	13	1,458,595	1,458,595	1,570,911
Total funds carried forward	13	1,726,434	1,726,434	1,458,595
	=		, -, -,	,,

Balance Sheet as at 31 March 2021

	Notes	Total Funds 31 March 2021 £	Prior year funds 31 March 2020 £
Fixed assets:			
Investments	8 & 9	1,630,901	1,367,122
Total fixed assets		1,630,901	1,367,122
Current assets:			
Debtors	10	1,640	2,370
Cash at bank and in hand	11	102,139	93,566
Total current assets		103,779	95,936
Liabilities: Creditors: Amounts falling due within one year Total current liabilities	12	8,246 8,246	4,463 4,463
Net current assets		95,533	91,473
Total assets less current liabilities		1,726,434	1,458,595
Total net assets		1,726,434	1,458,595
The funds of the charity: Endowment funds	13	1,726,434	1,458,595
Total charity funds		1,726,434	1,458,595

The audited accounts were authorised for issue on 20 September 2021.

Stewart MacKenzie CPFA Trustee

Statement of Cash Flows for year ending 31 March 2021

	Total Funds 31 March 2021 £	Prior year funds 31 March 2020 £
Cash flows from operating activities: Net cash used in operating activities	(42,350) (42,350)	(34,417) (34,417)
Cash flows from investing activities Dividends, interest and rents from investments Purchase of investments Sale of investments Net cash provided by/(used in) investing activities	50,923 0 0 50,923	61,048 0 0 61,048
Change in cash and cash equivalents in the reporting period Cash and cash equivalents at the beginning of the reporting period Cash and cash equivalents at the end of the reporting period	8,573 93,566 102,139	26,631 66,935 93,566
Reconciliation of net expenditure to net cash flow used in operati	ing activities:-	
	Total Funds 31 March 2021 £	Prior year funds 31 March 2020 £
Net income/(expenditure) for the reporting period (as per the statement financial activities) Adjustments for:-	31 March 2021 £	31 March 2020
	31 March 2021 £	31 March 2020 £
financial activities) Adjustments for:- (Gains)/losses on investments Dividends, interest and rents from investments Decrease/(increase) in debtors	31 March 2021 £ at of 267,839 (263,779) (50,923) 730	31 March 2020 £ (112,316) 142,793 (61,048) (1,164)
financial activities) Adjustments for:- (Gains)/losses on investments Dividends, interest and rents from investments Decrease/(increase) in debtors Increase/(decrease) in creditors	31 March 2021 £ at of 267,839 (263,779) (50,923) 730 3,783	31 March 2020 £ (112,316) 142,793 (61,048) (1,164) (2,682)

Notes forming part of the financial statements for the year ended 31 March 2021

1 Basis of preparation

These financial statements are prepared on a going concern basis under the historical cost convention as modified by the inclusion of investments at market value and in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended) and the principles of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), commonly referred to as the Charities SORP.

In line with Regulation 7 of the 2006 Regulations, these financial statements have been prepared on the basis that the Trust funds for which the Trustees act are connected charities. As such, the accounts of the individual charities have been prepared on a collective basis. These financial statements contain all the relevant information that the individual charity accounts would have contained if they had been prepared on an individual basis.

2 Principal accounting policies

(a) Incoming resources

Investment income is accounted for in the period in which the receipt due to the charitable trusts is probable and the amount can be measured reliably.

(b) Resources expended

Expenditure and liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable funds to pay out resources.

Costs of raising funds comprise those costs directly attributable to managing the investment portfolio and raising the investment income.

(c) Investments

Investments are included at market value at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

(d) Investment Property

Investment property is 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. Investment properties are not depreciated and are instead revalued annually according to market conditions at year-end.

(e) Cash at bank and in hand

Cash at bank and in hand is held to meet short-term cash commitments as they fall due rather than for investment purposes. Perth & Kinross Council manages the funds on behalf of the trusts; the deposits are therefore held within the Council's Loans Fund and the trusts do not hold separate bank accounts.

3 Donations & legacies

There were no donations and legacies received during the year 2020/21 or 2019/20.

Notes (continued)

4 Investment Income

	2021	2020
	£	£
Rental Income	9,280	9,280
Dividends and interest on listed investments	41,643	51,768
	50,923	61,048

5 Charitable activities

Information on the grants awarded to claimants is included in the Trustees' Annual Report on page 3 under "Achievements and performance".

6 Governance and Support costs

No trustee received any remuneration or expenses during either of the two years ending 31 March 2021. There are no employees of the Perth & Kinross Council Charitable Funds.

	2021	2020
	£	£
Audit Fees	6,700	2,917
Legal Fees	0	1,000
Finance & Admin Support Costs	4,286	2,300
	10,986	6,217

7 Other Resources Expended

Information on the resources expended as part of the reorganisation process is included in the Trustees' Annual Report on page 3 under "Achievements and performance".

8 Investment Properties

The Fraser Mortification Trust owns a property at 17 High Street, Perth. This was revalued by Jonathan Janes MRICS, Senior Estates Surveyor, on an open market basis as at 31 March 2021.

	2021	2020
	£	£
Balance at start of year	90,000	90,000
Net gain/(loss) from fair value adjustments	0	0
Balance at end of year	90,000	90,000

Notes (continued)

Investments

	2021	2020
	£	£
Market value at beginning of year	1,277,122	1,419,915
Withdrawal of Investment	0	0
Net gain/(loss) on acquisitions, disposals and revaluation	263,779	(142,793)
Market value at end of year	1,540,901	1,277,122
Analysis of investments at market value:		
Analysis of investments at market value.	2021	2020
	£	£
UK Equities	485,802	385,520
Overseas Equities	465,850	333,182
GBP Bonds	42,195	240,326
International Bonds	204,376	0
UK Commercial Property	95,670	95,568
UK Infrastructure	0	66,443
Hedge Funds	183,518	64,460
Structured Return	46,493	0
Emerging Markets	0	44,039
Cash Funds	16,997	47,584
	1,540,901	1,277,122
Debtors: amounts falling due within one year		
	2021	2020
	£	£
Investment Manager – income due	1,640	2,370
	1,640	2,370

11 Related Parties

10

Perth and Kinross Council manage funds on behalf of the charities and trusts. The charitable and other trusts do not have separate bank accounts and the loans and deposits are held within the Council's Loans Fund. The balance held on deposit at 31 March 2021 is noted within the Balance Sheet on page 9 as 'Cash at bank and in hand' and is held as a creditor to the charities and trusts on the Council's Balance Sheet. The funds are immediately repayable on demand to meet short term cash commitments as they fall due.

The balance held on deposit with Perth and Kinross Council was £102,139 at 31 March 2021 (2019/20 £93,566).

In addition, the Council charge an annual fee for governance and support costs, which includes services such as preparation of these annual accounts. In 2020/21 this fee was £4,286 (2019/20 £2,300) as disclosed within Note 6. There are no other amounts due to/from the Council.

Notes (continued)

12	Creditors:	amounts	falling	due	within	one vear
14	CICUITOIS.	announts	Iaiiiiu	uuc	** [Olic veal

	creamerer ameaning and minimizer year		
		2021	2020
		£	£
	Audit Fee	6,700	2,917
	Rents paid in advance	1,546	1,546
		8,246	4,463
13	Funds of the charity		
		2021	2020
		£	£
	Charitable trusts	1,726,434	1,458,595
		1,726,434	1,458,595

As time has elapsed and it has not been possible to source all the original trust deeds custom and practice dictates that all trusts are treated as "Endowment Funds".

14 Post Balance Sheet Events

There were no adjusting events after the balance sheet date.

15 Analysis of charitable funds

As detailed below there is one trust where there is no governance documentation, however there are details of the original purpose and this information is also held by OSCR. The Trustees' decisions to spend any funds associated with these trusts is based on the governance documents, being the original trust deed or will. If documentation is not held, decisions are based on the outline purpose of the trust and custom and practice over a number of years.

Detailed information for individual charities: summary of movements on funds during the year:-

Name of fund	Charity	Governance	Funds	Income	Expenditure	Gain/(loss)	Funds
	number	Documentation	brought	in year	in year	on	carried
			forward at			investments	forward at
			01/04/2020				31/03/2021
			£	£	£	£	£
Welfare Fund	SC040516	Yes	1,267,821	36,197	(44,466)	229,278	1,488,830
Fraser Mortification	SC017114	No	153,078	13,650	(1,998)	27,683	192,413
Kinnoull Hill Endowment Fund	SC019650	Yes	14,886	425	(194)	2,693	17,810
St Magdalene's Hill Endowment Fund	SC009422	Yes	7,473	213	(97)	1,351	8,940
Perth & Kinross Charitable Funds	SC025085		15,337	438	(108)	2,774	18,441
			1,458,595	50,923	(46,863)	263,779	1,726,434

Separate analysis is provided for Perth & Kinross Charitable Funds - SC025085 on page 15

Analysis of charitable funds (continued)

Name of fund	Charity number	Governance Documentation	Funds brought forward at 01/04/2020 £	Income in year £	Expenditure in year £	Gain/(loss) on investments	Funds carried forward at 31/03/2021 £
Public Trusts included in Perth & Kinross Charitable Funds:	SC025085						
Clow Bequest	Public Trust	Yes	5,272	151	(37)	954	6,340
Cook Bequest	Public Trust	No	365	10	(3)	66	438
Den O'Alyth Fund	Public Trust	No	6,728	192	(47)	1,217	8,090
John G Mairs Bequest	Public Trust	Yes	2,972	85	(21)	537	3,573
	•		15,337	438	(108)	2,774	18,441